

**Leadership Development Grants for Individual Members**

***Information for Applicants and Application Form***

*The Vision of the Sigma State Foundation to initiate, support, and/or endorse the initiatives of the Wisconsin State Organization of the Delta Kappa Gamma Society International.*

**INFORMATION FOR APPLICANTS**

*Sigma State Foundation Leadership Development Grants for Individual Members* provide financial support for members to attend leadership development opportunities that address Sigma State Foundation, Wisconsin State Organization, or DKG International priorities. An acceptable leadership development activity is designed to strengthen the skills, abilities, and qualities of leaders and may include professional seminars, workshops, webinars, and other training programs. *Sigma State Foundation Leadership Development Grants for Individual Members* shall be disbursed from the accounts designated for Leadership Development held by Sigma State Foundation, Inc. Grants will be awarded annually when funds are available.

**APPLICATION REQUIREMENTS**

1. *Sigma State Foundation Leadership Development Grants for Individual Members* are awarded to DKG-Wisconsin State Organization members who have been members in good standing for at least three years.
2. Grants will be awarded by Sigma State Foundation, Inc. The amount of each award will be $200, or a lesser amount determined by the committee. After three years, prior applicants who have received a grant may apply again.
3. If the recipient is unable to attend the approved event for any reason, the money will remain in the designated Sigma State Foundation Leadership Development account. The recipient may apply again.
4. Recipients will receive reimbursement following attendance at the event and after a summary report and expense statement with receipts are submitted to Sigma State Foundation, Inc. The recipient is encouraged to attend a state meeting to be recognized, though payment will not be withheld for non- attendance.
5. Transportation and meal costs are not considered reimbursable expenses.
6. The grant recipient is required to develop a presentation describing the activity, how the recipient personally benefitted, and how she will use the experience to benefit her local chapter, Wisconsin State Organization, or Sigma State Foundation. This may include an article for the website or state newsletter, a PowerPoint Presentation or webinar, facilitating a Zoom meeting for another chapter, presenting a workshop at a state meeting, or some other format.
7. *Leadership Development Grants for Individual Members* may not be combined with other Delta Kappa Gamma Society International, Wisconsin State Organization, or Sigma State Foundation grants or awards to fund the same leadership development activity.

Submit the completed application electronically at least two (2) months before the event tothe Sigma State Foundation President at [Glenzerreads@gmail.com](mailto:Glenzerreads@gmail.com).

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| **Logo, company name  Description automatically generated**  **Leadership Development Grants for Individual Members**  *Application Evaluation Rubric*  **Be sure to click in box before trying to enter the check, number, or text.** |  | ***Rubric Points Values:***  *4 = meets all qualifications*  *3 = meets some expectations*  *2 = meets few expectations*  *1 = does not meet expectations* |  |  |
|  | **4** | **3** | **2** | **1** |
| **GRANT NARRATIVE** *(maximum 16 points)* |  | | | |
| The narrative addresses all stated application requirements. |  |  |  |  |
| The narrative is concise, clearly developed, accurate, and well-written. |  |  |  |  |
| The narrative provides specific details about the leadership development activity the applicant will attend. |  |  |  |  |
| The narrative clearly describes how participation in the leadership development activity will strengthen the applicant’s leadership skills. |  |  |  |  |
| ***Grant Narrative Points:*** | Enter Narrative Points | | | |
| **BENEFIT TO DKG** *(maximum 20 points)* |  | | | |
| Participation in this activity relates to a specific Sigma State Foundation, Wisconsin State Organization, or DKG International priority. |  |  |  |  |
| This activity addresses a stated leadership skill, ability, or quality. |  |  |  |  |
| This grant has the potential to significantly impact future leadership in Sigma State Foundation or Wisconsin State Organization. |  |  |  |  |
| The applicant clearly describes how she anticipates sharing information from the activity with other members. |  |  |  |  |
| The applicant has contributed to chapter and/or Wisconsin State Organization activities. |  |  |  |  |
| ***Benefit to DKG Points***: | Enter Benefit to DKG Points | | | |
| **FINANCIAL INFORMATION** *(maximum 8 points)* |  | | | |
| Registration, housing, and other related costs are clearly stated. |  |  |  |  |
| The amount of the funding request is clearly stated |  |  |  |  |
| ***Financial Information Points:*** | Enter Financial Info Points | | | |
| ***TOTAL POINTS AWARDED:*** | Enter Total Points | | | |



**Leadership Development Grants for Individual Members**

***Application Form***

1. **PERSONAL INFORMATION**

Name of Applicant Click or tap here to enter text.

Chapter Click or tap here to enter text.

Address Click or tap here to enter text.

Email Click or tap here to enter text.

Phone Click or tap here to enter text.

Year of Initiation/Induction Click or tap here to enter text.

Please list leadership positions you held. Include your participation in chapter committees, projects and special activities and your service as an officer or committee chair. Please include length of time involved.

Chapter Level:

Click or tap here to enter text.

State Level and/or International Level:

Click or tap here to enter text.

1. **GRANT NARRATIVE**

Please write a narrative talking about the leadership development experience you hope to have funded. Refer to the *Application Scoring Rubric* for specific requirements (Limit: 500 words).

Click or tap here to enter text.

1. **BENEFIT TO DKG**

How do you anticipate sharing information from your participation in the leadership development activity with your local chapter, Wisconsin State Organization, or Sigma State Foundation, Inc.? What format do you plan to use? Refer to the *Application Scoring Rubric* for specific requirements (Limit: 250 words).

Click or tap here to enter text.

1. **FINANCIAL INFORMATION**
   1. List the approximate cost of the expenses with details. Please include information about the specific event you hope to have funded. Please include the date and location, registration fees, cost of accommodations, and supplies as applicable.

Click or tap here to enter text.

* 1. From this list of expenses, please indicate the total amount of funding you are requesting. Reminder: These grants may not be used in combination with a DKG, WSO, or Sigma State Foundation grant or award.

Click or tap here to enter text.

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**FOR FOUNDATION USE:**

Date received: Click or tap here to enter text.

Acknowledgement of receipt of application sent on Click or tap here to enter text.

Grant award letter sent on Click or tap here to enter text.