

If you have any questions please give me a call at home 757-547-8594 or cell 757-536-6325 or email at bevstbrd@cox.net.

Bev Hamby, VEA ENF State Chairman

A Gratitude Grant is:

- Beginning in 2011-12, Gratitude Grants will be up to \$2,000!
- Available to all Lodges that meet the GER's per-capita goal.
- The ENF's way of saying thank you for your Lodge's generosity.
- Intended to support a local charitable cause.

Things your Lodge should know about the Gratitude Grants:

1. The ENF will notify Lodges in writing once they reach the GER's 2011-12 per-capita goal. At that time, eligible* Lodges are able to complete and submit an application.

A Promise Grant is:

- A grant of up to \$2,000.
- Intended to encourage and support Lodges working to build the character and competence of local youth.

Promise Grants will be available to the first 500 Lodges, submit an [application](#) for a youth event! Applications will be available starting July 1, 2011. [Click here](#) for detailed instructions on how to apply. See attached instructions for Secretaries to apply on line through CLEMS.

Impact Grants

What would your Lodge do with \$10,000?

What is an Impact Grant?

Part of the Community Investments Program, Impact Grants are large, competitive grants intended to help Lodges address unmet needs in communities where Elks live and work. Impact Grants give your Lodge the opportunity to conceptualize, develop and implement a new project or to strengthen an existing one.

How does my Lodge apply for an Impact Grant?

The 2012 Impact Grant Application can be downloaded as a pdf file or a Word document. The Word document is a form that can be edited electronically.

Please note that this year there will be a separate application for Impact Grantees who are applying for renewal. Please contact the ENF Programs office for this application.

What are the deadlines? Are there any other important dates I should be aware of?

- **April 1, 2011:** 2012 Impact Grant application available online or by request.
- **July 2011:** Impact Grants Q&A Workshop and Office Hours at the 2011 Elks Grand Lodge Convention in Phoenix.
- **August 31, 2011:** All applications must be mailed to the Foundation, postmarked by this deadline.
- **October 2011:** Grant recipients announced during ENF Month.

Promise Grant Application Instructions

Promise Grants become available July 1. **In 2011-12, applications are online only.** Promise Grants are available to the first 500 Lodges that pledge to host a youth event, and are worth up to \$2,000 this year! Promise Grants can be split between two or more events, but all must meet the requirements. Remember, Promise Grants are for events involving both youth and Elks—they are more than donations of funds or supplies. So get out and support the youth in your community!

Here are the steps in the Promise Grant application process.

1) **The Lodge should discuss the project.** When the Lodge has decided on a use for the Promise Grant, the Lodge Secretary should complete the application, available at www.elks.org through the CLMS system. As in the past, the application asks for a description of the youth event; the event date; how the Elks will participate in the event; and how the Lodge plans to promote event in the community. An estimated budget is also required.

2) **The Lodge Secretary signs into CLMS.** On the right hand side of the home page, there will be a link to the Promise Grant application under the ENF Hotline heading. *(The image below is of the CLMS2 home page. CLMS1 may look slightly different.)*

3) **The Lodge Secretary will enter the information into the online form,** and then approve and submit the application. That's it! The Secretary will receive an email verifying that the application has been submitted.

4) **The ENF will review the submitted application.** If there is a problem with the application, ENF staff will contact your Lodge. If the application is approved, an approval letter, grant check and Final Report Form will be mailed to the Lodge.

5) **Once your Promise Grant event has taken place, fill out the Final Report Form.** Tell us all about the event, and include receipts for all grant funds. This Final Report Form is required. Lodges that do not complete this form will not be eligible for future grants.

6) **Send us pictures (digital preferred), newspaper articles and other coverage of the event.** We love spreading the word about Lodge's good works, and good pictures are a must.

Questions? Contact us at ENFPPrograms@elks.org, or at 773/755-4730.