

Theta Xi Foundation

2008 Presidents Academy and Rising Stars Academy Grant Request Form

Alumni Association/House Corporation Information:

Association/Corporation Name: _____

Alumnus authorized by association/corporation to request this grant:

Name: _____ Title (Office): _____

Daytime Phone: _____ E-Mail: _____

Grant Request for Travel:

Our alumni association/corporation requests the release of funds from our Chapter Education Account necessary to support the travel of the following members to the Academy indicated:

Name	Attending (indicate Presidents Academy or Rising Stars Academy)	Reimbursement (indicate mileage @\$.20/mi or airfare)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Or . . . the total reimbursement(s) provided are not to exceed \$ _____

Note: Mileage (round-trip) will be provided to the driver of the vehicle. If two or more travel together, one reimbursement will be paid. Airfare reimbursement will be based on discounted round-trip airfare (purchased 21 days in advance). Reimbursements will be paid from home, campus or the nearest airport to the attendee to St. Louis, MO.

Grant Request for Additional Support:

An additional grant is requested to provide the following additional support to each of the above named members in conjunction with their Academy attendance (check the selected options):

Early Arrival Hotel Room Registration Fee Other-describe: _____

In making these requests, our association/corporation authorizes the Theta Xi Foundation to make grant payment from available funds in our Chapter Education Account directly to the attendee, airline ticketing service or other party as appropriate.

Signature: _____ Date: _____

Return to: Theta Xi Foundation - P.O. Box 411393 - St. Louis, MO 63141 or FAX to 1-314-993-8760

Questions: Call 800-783-6294 ext. 106 or email lois@thetaxi.org