

## Alpha Fund Grant Application Process and Guidelines

When filling out the application, please use the following guidelines:

1. Allow at least six weeks for review and processing.
2. Fill out the application as completely and accurately as possible using additional pages if necessary. Please be specific and descriptive.
3. Apply for only one event or activity at a time; in other words, one activity per application.
4. Be sure to specify where the money is to be sent, i.e. the Treasurer of the Diocese, your church, etc.

Once the application is filled out, mail it to the National Office (101 Weatherstone Dr. Suite 870, Woodstock, GA 30188). It will then be sent to the Alpha Fund Chair who will forward it to the Alpha Fund Committee for review. The Alpha Fund Chair will notify you as to whether the grant has been approved.

We request that you return any unused money to the National Office attention Alpha Fund.

So that we can more fully share how the grant has assisted Junior Daughters, we ask that you write, or have a Junior Daughter write, an article describing how they benefited from the Alpha Fund grant. Please send the article and any pictures to the Junior Daughters Chair at [JrDaughterChair@doknational.org](mailto:JrDaughterChair@doknational.org)

Two words about the Fund – **USE IT!** A Directress should never have to use her own money to pay for activities, projects, or trips.