



AOF Student Initiatives Grant

REV: May 2010

Since 1949, the American Osteopathic Foundation (AOF) has been committed to supporting osteopathic education, research, and the osteopathic physician throughout their career. The future of the osteopathic profession begins with its students. Working together we can embrace the science and art of osteopathic medicine and ensure the future of the osteopathic medicine for generations to come.

Purpose

The AOF Student Initiatives Grant program provides funding to support osteopathic student administered community projects that focus on promoting osteopathic medicine within the community. The goal of this grant is to inspire student organizations to keep abreast of issues and trends in osteopathic medicine and encourage them to promote osteopathic medicine within the community.

Eligibility Criteria

To qualify for a grant, the recipient shall be an osteopathic student leadership organization or club at an AOA accredited college of osteopathic medicine. The grant money must be used to cover the cost of a student administered community project that promotes osteopathic medicine with a focuses on one or more of the following:

- Back to Basics (*promoting the tenets of osteopathic medicine*)
- Fit for Life (*achieving a high level of wellness by focusing on health education, injury prevention, and disease prevention*)
- Patient Centered Quality Care (*treating the whole patient and not just the symptoms*)
- Pride in the Profession (*promoting the distinctiveness of osteopathic medicine*)

Grant Recipient Requirements

The recipient of the grant must acknowledge AOF's support of the project when advertising the project or on program materials. The AOF logo is available upon request. The recipient must submit a short report upon completion of the project (*see section on follow-up report*) and allow the AOF to publish project information in AOF literature or on the website.

Selection of Recipients

Selection of the grant recipients will be based upon, but not limited to, the following factors:

- Type of project, overall goals, and promotion of osteopathic medicine
- Anticipated number of participants, both from the COM and within the community
- Anticipated impact of the project on the community
- Expected outcomes for the community, COM, and the osteopathic profession
- Proposed use of the grant money

All applicants will be reviewed, rated, and selected by an AOF review committee.

Grant Information

The AOF Board of Directors is proud to announce that \$10,000 is available for the Student Initiative Grants between June 1st and December 31st, 2010. **Grants up to \$1,000** will be available to fund projects at AOA accredited colleges of osteopathic medicine that meet the eligibility criteria. Applicants will be notified of their acceptance/denial within one-month of receiving the grant request. The AOF, as payor, must report to the IRS any grant amount over \$600 on form 1099-MISC.



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Deadlines

Grant applications must be received at least 45 calendar days prior to the date of the initiative.

Funding

Grants will be distributed in varying amounts up to \$1,000 per recipient. Depending on the merit of the submitted information and the amount of available funds, some applications may not be approved. The AOF reserves the right to limit the number of grants given per school and reject multiple grants for a single initiative. The AOF also reserves the right to partially fund grant applications and encourages osteopathic medical student organizations to secure funds for their submitted projects from other sources in addition to the requested amount. Funding may be distributed in one or more payments depending upon the request and intended use of the funds. Applicants not chosen must resubmit their information if they reapply.

Application Requirements

The following should be sent in one complete packet to the American Osteopathic Foundation at least 45 calendar days prior to the date of the initiative:

- Completed grant application form and proposal narrative (*see page 5 for description*)
- One (1) letter of support for the project/program from the individual authorizing submission of the grant request from the college/school of osteopathic medicine (i.e., President, Dean, etc.)
- Any additional information/promotional materials about the submitted program

Only applications that are completed *IN FULL* will be considered. It is the responsibility of the requesting individual/organization to ensure that all information and supplemental materials have been sent and received.

Limitations

Grants will not be awarded for lobbying or political activities, food and beverage, speaker fees, or travel expenses. The AOF will not fund indirect expenses/costs, such as institutional overhead.

Follow-up Report

The recipient must submit a one to two page stewardship report and supporting materials within *TWO MONTHS* of completing the project. This report shall use the proposal narrative criteria as a basis to critique and evaluate the effectiveness the project/program. Please provide the AOF with materials produced that pertain to the project and that acknowledge the AOF. The recipient may be asked to submit print quality photos to go along with the follow-up report. The recipient agrees to allow the AOF to use Information from the report and photos on the AOF website or in other AOF publications.

Submit Grant Application and Post Trip Report to:

American Osteopathic Foundation
Student Initiatives Grant Program
142 East Ontario Street, Suite 1450
Chicago, Illinois 60611



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Grant Application Form

Date of Application: _____

Title of Project/Program: _____

After completing the following application, please email it as an attachment to jgolding@aof-foundation.org or send it to the American Osteopathic Foundation, Student Initiatives Grant Program, 142 East Ontario Street, Suite 1450, Chicago, Illinois, 60611. For additional information, please contact the AOF at 312-202-8235. You can download this form as a PDF or in Word format at www.aof-foundation.org, (*Grants & Awards, Special Projects and Programs*).

Organization Information

Name of Requesting Group: _____

Organization Name*, if different: _____

*Should be the same as on IRS documentation

Mailing Address: _____

City: _____ State: _____ Zip: _____

Does the organization have federal tax-exempt status?

501(c)(3)

Other _____

No

SS or Tax ID Number: _____

Contact Information

Name of Primary Contact: _____ Prefix: _____

(Person to whom all communication regarding this application should be directed and please use appropriate suffix)

Title of Primary Contact: _____

Daytime Phone: _____ Fax: _____

Primary Email: _____

All correspondence will be sent to the contact individual at the requesting organizations address. Please provide a note if correspondence should be sent to a different address.



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Budget

Dollar Amount Requested: \$ _____

The above number must be reflected in the "Budget" section of the "Proposal Narrative"

Total Project/Program Cost: \$ _____

Proposal Information

Duration of Project/Program/Request: From _____ To _____

Purpose of the Grant (1-3 sentence summary):

Focus area under which you are submitting the application (Choose only one):

- Back to Basics (promoting the tenets of osteopathic medicine)
- Fit for Life (achieving a high level of wellness by focusing on health education, injury prevention, and disease prevention)
- Patient Centered Quality Care (treating the whole patient and not just the symptoms)
- Pride in the Profession (promoting the distinctiveness of osteopathic medicine)

Authorization

Individual Authorizing Submission of this Grant Request:

Name: _____

Title: _____

Primary Email: _____

Signature: _____ Date: _____



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Proposal Narrative

Provide the following information in three (3) pages or less and submit in the order listed below. Please use a ten-point or larger font, include the project/program name on the top of each page, and do not bind your application.

Synopsis

Give a brief description (*three to five sentences*) of the project.

Description

Provide a comprehensive description of the project. Include the following:

- Type of project and overall goal(s)
- Anticipated number of participants, both from the COM and within the community
- Impact of the project on the community
- Expected outcome(s) for the community, Com and the osteopathic profession
- How will this project promote osteopathic medicine

Budget

Provide a breakdown of how the funding will be utilized. You may also submit the project's overall budget, not only the funding that is requested from the AOF, to demonstrate the scope of your project. (*Grants will not be awarded for lobbying or political activities, food and beverage, speaker fees, or travel expenses.*)

Incomplete grant applications will not be considered