

U. S. AREA

**REQUEST FOR DISCRETIONARY FUNDS**

(Complete with Expense Reimbursement Voucher ... mail both to RD; RD complete your portion and send to AP-E.)



**Applicant's Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Home Club: \_\_\_\_\_

Occupation/Profession: \_\_\_\_\_  
 Offices held as a Y's Man \_\_\_\_\_ Year \_\_\_\_\_

|                            |   |                        |
|----------------------------|---|------------------------|
| Number of Years in Y'sdom: | Have you Received Brotherhood Funds Before? | If yes, when & explain |
| _____                      | Yes ___ No ___                              | _____                  |

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Discretionary Funds was Used for:**

Purpose of the Trip \_\_\_\_\_

|                               |                              |
|-------------------------------|------------------------------|
| Amount Requested:<br>\$ _____ | How did you travel?<br>_____ |
|-------------------------------|------------------------------|

Explain general travel itinerary:  
 \_\_\_\_\_

How will the purpose be accomplished?  
 \_\_\_\_\_

**Completed by BF Discretionary Expenditures Committee:**

Was funding approved? Yes \_\_\_ No \_\_\_

If selected, give authorized time to travel .....  
 \_\_\_\_\_

Amount of grant provided: \$ \_\_\_\_\_

Applicant advised of action by  
 \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Prepared by RD:**

Does the applicant possess Leadership potential, and to What degree? Yes \_\_\_ No \_\_\_

Is the applicant qualified for the purpose of this trip? Yes \_\_\_ No \_\_\_, explain \_\_\_\_\_

Is the purpose of this trip of high value of the U. S. Area? Yes \_\_\_ No \_\_\_

Is the applicant's club current with dues, rosters, and other reports? Yes \_\_\_ No \_\_\_

What was the BF contribution of the applicant's club during the past year ending June 30 ... \$ \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

**ELIGIBILITY AND REPORTING REQUIREMENTS:**

- The primary purpose of the BF Discretionary Fund is to provide some transportation expense reimbursement to club, district and regional leaders below the leadership level of Regional Director to attend a Y'sdom conducted leadership training workshop/conference.
- If BF discretionary funds were used for any approved club visitations the APPLICANT is required to make a trip report to his Regional director with a copy to the U. S. Area President Elect within 30 days after the trip.
- To be eligible for BF Discretionary Funds, the applicant's club must have met the minimum Brotherhood Fund contribution during the immediate past year (receiving an Alf Reynolds patch award)

**PROCESSING INSTRUCTIONS:**

- Applicant must complete the sections on the form entitled "Applicant's Information" and "Discretionary Funds Use".
- Sign and Date the application at the bottom of the "Applicant's Information" section.
- Complete U. S. Area Expense Reimbursement Voucher with your name, address & signature, only.
- Forward this completed forms to Your Regional Director. The RD will verify your eligibility to request BF funds for travel reimbursement and forward to the Area President Elect who authorizes the amount of funding. The A.P.E. will write on the form above the funding amount approved by the BF Discretionary Expenditures Committee. The form will be forwarded to the Area President for approval, and CFO for payment.