

# Academy of Model Aeronautics

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## 2010 Flying Site Development/Improvement Grant Application Instructions

There are six pages in the application, the grant application instructions and five pages of information that form the basis for awarding the grant.

An AMA Flying Site Development/Improvement grant, if approved will provide up to 10% of the total cost of the project. The maximum grant award is \$5000.00.

Grants awarded will be announced on or about May 1 for each calendar year. The project is expected to be completed within 12 months, and the grant award amount is expected to be dispersed within 12 months of receipt. Project costs can only include monies spent since the previous year's application cutoff date or projected work for the current cycle. If application includes work already completed, documentation must be provided to show that work and supplies were completed and paid for between the previous and current year cutoff date. In no case will clubs be allowed to request monies for expenditures more than one cycle back.

The Grant Application must be signed by the club president and forwarded to the District Vice President. You will find a listing of District Vice Presidents and their contact information in each issue of *Model Aviation* magazine, or on the AMA website at [www.modelaircraft.org](http://www.modelaircraft.org).

The District Vice President will review the documents and if approved, sign and forward the documents to AMA Headquarters, attention Erin Dobbs, RE: Flying Site Grants.

Grant applications are due to your District Vice President on or before **March 1, 2010**. The District Vice President will review and approve the application and forward it to AMA Headquarters for arrival on or before **March 15, 2010**.

Applications received at AMA Headquarters after April 1 will not be processed.

Should the District Vice President find a problem with the application, he/she will contact the applicant and work to get the issues resolved, if it is still prior to the March 15<sup>th</sup> deadline.

Project is to be completed within 12 months from receipt of funds, with a progress report submitted to AMA no later than 6 months into the project. If project cannot be completed within this timeframe, a written explanation must be sent to Erin Dobbs at AMA HQ with project status and final completion date. If this date exceeds 18 months from receipt of funds, AMA reserves the right to request all AMA monies be returned. Within 30 days of project completion a report to include before and after photos of the project is to be submitted to AMA. Failure to submit this report may impact the Club's Charter renewal.

Any AMA funds exceeding 10% of the final total cost of the project must be returned to AMA.

# 2010 Flying Site Development/Improvement Grant Application

Club Name \_\_\_\_\_

Charter Number \_\_\_\_\_ District \_\_\_\_\_

Club President \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Total cost of project with copies of quotes attached \$ \_\_\_\_\_

Amount of grant requested \$ \_\_\_\_\_

Club President signature \_\_\_\_\_ Date \_\_\_\_\_

District Vice-President Approval \_\_\_\_\_ Date \_\_\_\_\_





# Project Budget

Project costs and revenues should agree.

Project costs: (monies already spent by the club are not part of the project cost)

Expected Revenues:

**Project costs:**

(NOTE: Project costs can only include monies spent since the previous year's application cutoff date or projected work for the current cycle. If application includes work already completed, documentation must be provided to show that work and supplies were completed and paid for between the previous and current year cutoff date. In no case will clubs be allowed to request monies for expenditures more than one cycle back.)

**Expected Revenues:**

## INFORMATION TO BE PROVIDED BY HQ FOR EACH CLUB APPLICATION

1. Has the club been chartered for five years or more?      Yes\_\_\_\_\_      No\_\_\_\_\_
2. Average number of members each year.      \_\_\_\_\_
3. Is the club a Leader Club?      Yes\_\_\_\_\_      No\_\_\_\_\_
4. Is the club incorporated?      Yes\_\_\_\_\_      No\_\_\_\_\_
5. Is the club treasurer bonded?      Yes\_\_\_\_\_      No\_\_\_\_\_
6. Does the club have a field safety officer?      Yes\_\_\_\_\_      No\_\_\_\_\_
7. Does the club have an Intro Pilot Program?      Yes\_\_\_\_\_      No\_\_\_\_\_