

Region 4 Manual

Forms

Section 6.5 Speaker Funding Assistance (Revised Maryland Heights MO 10/1/11)

Purpose

The R4 Speaker Fund has been established to help defray the costs of R4 speaker travel &/or accommodations in order to aid any R4 Intergroup in need of financial assistance to facilitate our primary purpose—to carry the message to the still suffering compulsive eater. The reimbursement will be limited to \$200.00 per event.

1. Applications from any Intergroup should be presented to the R4 Ways and Means/Finance Committee at the Region Assembly or mailed to the R4 Ways and Means/Finance Committee, PO Box 1609, St. Peters, MO 63376.
2. To be included:
 - a. The description of the event in which the speaker will be speaking. (500 words or less).
 - b. A copy of the Intergroup's most recent financial statement to include budgeted/upcoming expenses, prudent reserve, and current balance of checking and savings accounts.
 - c. Estimated cost and amount of funding requested (up to \$200.00 per speaker, per event).
 - d. Event Coordinator information.
3. On completion, a report on the event will be presented at the next Region Assembly or sent to R4 in time for the next Assembly. This will include:
 - a. Success and Recommendation.
 - b. Receipts and how the funds were spent.
4. Funding requires a majority vote of the Ways and Means/Finance Committee at the Assembly at which the request is made.
5. Distribution of funds will be immediately following the committee approval.

Region 4 Manual Forms

R4 Speaker Funding Assistance

Intergroup Name _____ Date _____

Address _____ Phone _____

City _____ State _____ Zip _____ WSO# _____

Project Coordinator's name _____

Address _____ City _____ State _____ Zip _____

Phone number (____) _____ email Address _____

Intergroup chairman's signature _____

Intergroup or unaffiliated group secretary's signature _____

Project Title _____ Estimated Costs for Speaker Travel & Accommodations _____

Amount of funds requested (limited to \$200 per speaker, per event) _____

Event Date: _____

Project Summary (500 words or less) Attach if necessary.

After completion of the project a report shall be submitted to the R4 Office "Ways and Means/Finance Committee" describing the successes and recommendations, receipts of the expenditures and how the awarded funds were spent.

-----FOR USE BY THE FUNDING Coordinator and Treasurer -----

Balance in R4 Treasury _____ as of _____

Balance of amount budgeted for funding _____ as of _____

% of Estimated Exp. _____%

Approved _____

Ways and Means/Finance Committee Chairman

Date

Approved _____

Region Treasurer

Date

Send to R4 Delegate Funding Coordinator, PO Box 1609 St. Peters, MO 63376