

Guidelines for Speaker Funding Assistance

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.

1. Applications from any Intergroup to the R4 Ways and Means/Finance Committee at the Region Assembly or mailed to R4 c/o Ways and Means/Finance Committee, PO Box 1604, Fenton, MO 63026-8604.
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.

R4 Speaker Funding Application

Intergroup Name _____ Date _____

Address _____ Phone _____

City _____ State _____ Zip _____ WSO# _____

Event Coordinator's name _____

Address _____ City _____ State _____ Zip _____

Phone number () _____ email Address _____

Intergroup chairman's signature _____

Intergroup or unaffiliated group secretary's signature _____

Event Title _____ Estimated Costs for Speaker Travel & Accommodations _____

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

Event Date: _____

Attach copies of the Intergroup's most recent Financial Statement to include budgeted/upcoming expenses, prudent reserve and current balance of checking and savings accounts.

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

After completion of the event a report shall be submitted to the R4 "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 R4 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 Chair Date

Approved _____

Region Treasurer Date

Send to R4Ways and Means/Finance Committee PO Box 1604 Fenton, MO 63026-8604