



International Trumpet Guild®

AFFILIATE CHAPTER GRANT APPLICATION

Event Title: _____ Event Date: _____

Event Location: _____ Host Institution: _____

Chapter: _____ Contact person: _____

Email address: _____

Requested amount: \$1,000 grant \$500 grant other _____

*Applications will be accepted throughout the academic year until grant funds have been exhausted.

Description of event: _____

Expected number of participants: _____ Anticipated budget total: _____

*Please attach **detailed budget** information, including income sources and amounts.

*Please contact treasurer@trumpetguild.org to request ITG **promotional materials**.

REQUIREMENTS for RECIPIENTS

1. As soon as possible, send notice of the event to the ITG Calendar Editor at calendar@trumpetguild.org
2. The ITG Affiliates logo and the following statement must be prominently displayed on any publication (web or print) or program related to this grant-approved event:

"This event is made possible in part by a grant from the International Trumpet Guild."

3. All publications related to this event must be submitted for logo usage approval to the ITG Web Site Director at website@trumpetguild.org. The ITG Affiliates logo is available in various formats at the following address. Do not alter this logo in any way other than resizing or changing the color to fit the design.
<http://old.trumpetguild.org/affiliatelogos/chapterlogos.html>

4. Within two weeks of the event, a brief written report with pictures and/or video, must be submitted electronically to the following for publication and tax/record keeping purposes:

- ITG *Journal* News Editor at news@trumpetguild.org
- the Affiliate Chapters Coordinator at chapters@trumpetguild.org
- the ITG Treasurer at treasurer@trumpetguild.org

****I have read the Requirements for Recipients and agree to fulfill each point in a timely manner.**

Signed by Grant Applicant/Contact Person: _____