

2024-25 Moose International Board of Directors' Lodge Sign Grant Program

The Moose International Board of Directors has approved a new grant allocation of \$1,000,000 during the 2024-25 Moose fiscal year to assist lodges throughout the Fraternity to erect new, refurbished or updated signs on or around the lodge home. **Applications for the 2024-25 Lodge Sign Grant Program open July 30th, 2024 and will stay open throughout the current fiscal year (through April 30, 2025) or until the funds have been depleted, whichever comes sooner.**

Please read and adhere to the information below in order to improve your lodge's chances for securing a Lodge Sign Grant:

1. Funds are to be used to purchase a new permanent sign(s) for the lodge home, or to refurbish or upgrade an existing permanent sign. Temporary signs, banners or mobile boards will not be funded.
1. Attendance at the 2024 International Moose Convention is required. At least one member representing the lodge needs to be scanned into an official meeting of The Moose in New Orleans for the lodge to qualify for grant consideration.
2. Attendance at your Association 2023 Annual Meeting is required. *New for 2024-25*, at least one representative from your lodge must have attended your Association's 2023 Fall Annual Meeting.
3. Attendance at your Association 2024 Midyear Meeting is required. At least one representative from your lodge must have attended your Association's 2024 Midyear Meeting.
4. All Fraternal lodges represented at the 2024 Convention, the 2023 Association Annual Meeting and the 2024 Association Midyear Conference are eligible to apply, even if you have received a grant in the past. Lodges that do not have representation at one or more of these meetings will not be considered.
5. Lodges can apply starting on Monday, July 30th and at any time until funds are depleted. The application will only appear within the lodge's Moose Admin section, which can be accessed by the lodge Administrator via LCL.web. No online or emailed applications will be available.
6. There is no specific closing date for applications. Applications will be reviewed on a consistent basis until funds are depleted or the fiscal year ends (April 30, 2025), whichever comes first. Approvals/denials will *usually* occur semi-weekly and funds will be dispersed via check on most Fridays throughout the year, with some exceptions due to staff availability. Application reviews often are dictated by the number of new or edited applications received over a time-span.
7. Grant applications without costs identified/attached will not be considered. Further, applications with estimated costs will also not be considered.
8. Every lodge applying for a grant must identify one specific person who will be the project manager for the lodge. You must be able to supply the person's name, email address and phone number, and that individual will be the main point of contact for Moose International.

9. Grants will be dispersed in quantities between \$100 and \$3,000. In most cases, checks will be made out to the vendor. In some instances, where the lodge is purchasing materials and supplying the labor, checks *may* be issued to the lodge. The Territory Manager will work with the lodge's project manager to make sure the funds are spent on the items identified in the grant application.
10. Lodges will have to complete a dispensation through Moose International's Compliance Office for their sign project submitted for grant consideration if the total costs exceed the grant amount awarded. Dispensation forms can be accessed from the Moose International website (www.mooseintl.org) in the Forms/Documents section under Compliance Office.
11. Projects will first be reviewed and recommended/not recommended by the lodge's Territory Manager. Therefore, lodges should consult with their TM regarding the proposed project prior to completing the application.
12. These are not loans – there is no monetary payback required. The lodge will be required to sign a statement if a grant is awarded, however, pledging to become more Fraternal by following the tenets set forth by Moose International regarding lodge activities, fraternal giving and Heart of the Community activities.
13. You may list several sign projects on your application, although the lodge's allotment will still cap at \$3,000 total for all projects. If you list several projects on your application, always identify specific costs for each project and the order of importance to which you attribute each project on your list.
14. There is no guarantee that you will receive the full grant cap of \$3,000. You may receive any amount from \$100 up to the actual costs listed on your application depending upon the recommendation of the Territory Manager or the applicability of the expense to the grant program.
15. Moose International's graphic design team can help produce signage, given enough advance notice. They will provide you graphic files via email based on your request, and you will be required to print/produce your materials locally. Please note that they may not be able to accommodate last minute requests, so please plan ahead accordingly.
16. Regardless of who designs your materials, all designs must be approved by Moose International prior to production to make sure they reflect current guidelines and standards for the Fraternity.
17. Your fraternal record is taken into account when considering grants, including membership trends; contributions through Moose Charities; MI accounts receivable trends; Heart of the Community activity, etc.
18. Applications will be reviewed by the Territory Manager, and/or the Regional Manager, and the Moose International Grant Committee. Applications may be denied at any time during this process based on the request of the field staff or fraternal history of the Lodge.
19. If awarded a grant, you must read the instructions sent with your grant approval and follow the guidelines; otherwise no payments will be made for your projects.
20. A follow-up report, including digital photographs or video, is required for all projects.
21. Questions may be directed to Kurt Wiebe, CMO or Patti Passarelli in the Marketing/ Communications Department;

Phone - Kurt - 630-966-2226; Patti – 630-966-2219; Email – kwiebe@mooseintl.org or ppassarelli@mooseintl.org.