Continuing Education Grant Application Guide

At the Alpha Gamma Delta Foundation, we believe that investing in our members' academic, professional development, and career goals **energizes** their efforts to *live with Purpose* and **impact** their communities and the world.

Thanks to the generosity of donors, the Foundation can support our members and help prepare them for tomorrow by annually awarding Continuing Education Grants to alumnae members, furthering their academic and career development on a part-time basis.

Alpha Gamma Delta Foundation
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Indianapolis, IN 46260
Email: foundation@alphagammadeltafoundation.org
Website: alphagammadeltafoundation.org

Application Requirements & Selection

Members who complete all the requirements outlined in this *Application Guide* and the application are considered for Continuing Education (CE) Grants.

Each applicant submitting a grant application is responsible for reading, understanding, and adhering to the following instructions.

The scholarship application and instructions in their most up-to-date and accurate format are available online at www.alphagammadeltafoundation.org.

Grants are limited to $500 per grant, with a lifetime maximum of $2,000. There is no set timetable for Continuing Education Grant Applications; you may apply anytime.

ELIGIBILITY
Alumnae of Alpha Gamma Delta in Good Standing with the Fraternity are eligible to apply for and receive Continuing Education Grants.

A recipient must not have been a full-time undergraduate student within the last two (2) years prior to the date of application and cannot be enrolled full-time at any degree-conferring institution at the time of application.

GRANT USES
Grantable educational programs must enhance the applicant's ability to achieve goals and include but are not limited to:

- Post-secondary educational programs at a degree-conferring institution pursued on a part-time basis
- Professional development opportunities, including but not limited to:
    - Certification exams and supplemental study courses
    - Continuing education units (CEUs)
    - Conferences or workshops directly related to career advancement, workforce reentry, or new career exploration or transition

EVALUATION & SELECTION
In addition to the eligibility and grant usage parameters, application evaluation criteria may include but are not limited to:

- The way the program will advance the applicant's career or shape the applicant's future trajectory
- Service to Alpha Gamma Delta
- Community involvement

Application Tips

PLAN AHEAD

Please carefully review this Application Guide and its application requirements. Failure to follow instructions may result in ineligibility.

Create your account in SmarterSelect. Preview the application carefully, reviewing the requirements and questions in advance. Helpful information to have when you apply includes:

- A list of Alpha Gamma Delta, campus, and community activities in which you were or are involved, including start and end dates
- Documentation demonstrating the program or class's ability to enhance the applicant's professional, academic, or career goals
- Your most current resume, if available

CONTACT REFERENCES EARLY

You are responsible for ensuring your reference submits the recommendation portion of the application.

PROOFREAD

You are responsible for proofreading your application for accuracy prior to submitting your application. You may not make changes to your submitted application.

Notification Process

The Alpha Gamma Delta Foundation notifies each applicant via email whether she is selected as a grant recipient. A notification is sent to the email address listed on your application.

Recipient Requirements

CE Grant recipients are required to complete a Final Grant Report within 30 days of the completion of their granted program. The Final Grant Report must include the following information:

- Fund use verification (receipts, enrollment confirmation, etc.)
- Program completion confirmation (certificate, transcripts, etc.)
- Learning outcomes achieved as a result of the program

Questions?

Program Questions (including questions related to eligibility, application requirements, key dates and deadlines)

Technical Questions (including questions related to system access, navigation, document uploads, etc.)

Alpha Gamma Delta Foundation
Email Us
Phone: (317) 663-4242

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