



Pilot International Pick Me Up Grant Application

Grant Applications will be reviewed quarterly by the Pilot International Staff and Executive Committee. The deadlines for each quarter are **on or before**:

- September 15
- December 15
- March 15
- June 15

Each club is eligible to receive one (1) Pick Me Up grant per calendar year. Please send completed applications to lia@pilothonq.org or pickmeups@pilothonq.org.

NOTE: If a grant request application does not meet criteria in one quarter, the submitting Pilot Club may reapply in a future quarter.

Pick Me Up grants are to be used to fund Pick Me Up projects that are planned and have not been completed. Grants funds are not to be used to reimburse clubs for Pick Me Up projects completed before the club received the grant. Grants will not be awarded for a Pick Me Up completed within 30 days of submission date.

Grant Applications should be emailed or mailed by post by the deadline to Pilot International Headquarters. (Electronic signatures are acceptable and encouraged). Mark your envelope: **“Pick Me Up Grant Application enclosed”**. Allow time to receive the grant prior to the date the Pick Me Up will be delivered.

Goal: At its most fundamental level, the Pick Me Up program is here to provide additional care and kindness to caregivers, individuals and groups so we can realize our vision that all are valued.

Include:

Date of Application: _____

Club Name: _____

District: _____

Contact Name: _____

Address: _____

Phone: _____

Email Address: _____

Descriptive title of Pick Me Up project: _____

Estimate date Pick Me Up will be delivered: _____

Estimated date must be at least 30 days beyond the deadline submission date.

Estimated number of Pilots participating: _____ Total # of Club Members: _____

How many caregivers will receive the Pick Me Up? : _____

What is the amount of the grant you are requesting? (up to \$200): _____

On separate sheets of paper please provide the following:

1. What is the Pick Me Up project and how does it relate to the Pick Me Up program goal?
2. Describe the role of the caregiver(s) to be served.
3. Discuss how the caregiver(s) were selected and involved in the Pick Me Up decision process..
4. Describe the benefit to the caregiver(s)..
5. Attach an estimated itemized budget for the Pick Me Up.
6. Describe how the club members will be involved.

IMPORTANT: Follow-Up Requirement

If the grant is awarded to your Club, you are required to submit the following to Pilot International within 30 days of the Pick Me Up. Failure to submit this information may require you to forfeit the grant funds and repay them. It may also disqualify you from applying for future Pick Me Up grants. No other request for this information will be sent, so please keep a copy of this application in your files.

Up to thirty (30) days after your Pick Me Up, please submit the following to PI Headquarters:

1. A description of the Pick Me Up, including who was present, date and time.
2. Any written or verbal responses from the recipient(s) and their names.
3. Photos taken at the Pick Me Up event, if possible.

Club President's Printed Name

Club Treasurer's Printed Name

Club President's Signature

Club Treasurer's Signature

Date received at Pilot International: _____

THANK YOU FOR YOUR PILOT SERVICE!