Foundation for children with intellectual and developmental disabilities

FCIDD

NEW MEMBER INCENTIVE CERTIFICATION

ADULT CIVITAN CLUB

As a successful sponsor of a new Civitan in a Chesapeake Footprint club, you have earned the right to designate a $500 grant to any 501(c)(3) organization that is currently providing services that benefit the needs of children with intellectual and developmental disabilities. We hope that you will become a regular SPONSOR OF NEW CIVITANS IN OUR CLUB.

You are now ready to submit your application for the grant by presenting the application to a club officer and reviewing the Civitan development that you have completed with our new Civitan.

The items that you specifically need to discuss are as follows:

1. You have assisted the new Civitan with the completion of their membership application. The application has been submitted to Civitan International and appropriate fees have been paid.
2. The new member participated in a formal Initiation Ceremony.
3. The new member has attended an additional four Civitan Club meetings, outings and/or Civitan sponsored projects (e.g. placing a candy box, selling Claxton fruit cake, joining in on a club service project).
4. The new member is not a dual, associate or reinstated member.

Certification of Club Officer

I hereby certify that our newest Civitan has completed all requirements to becoming an active Civitan and that their Sponsor and I have discussed the above noted developments have occurred. I approve of this grant application and certify this member does not exceed the club's 15 new members per Civitan year.

Club: _____ New Member Name: _____

_____ _____ _____

Sponsor Name *Signature* *Date*

_____ _____

Approving Club Officer *Title* *Signature*

One form must be submitted for each new member. The Grant Application Form and 501(c)(3) Determination Letter are required attachments. It is suggested that the club retain a copy for their records.

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