

# Program Assistance Fund – Donation Request Form

## Clarkson College Alumni Association

The Clarkson College Alumni Association is committed to serving both alumni and current students. We understand the financial burden that may sometimes occur in both alumni and students' lives. The Alumni Association has established a Program Assistance Fund, a resource designed to provide financial assistance to deserving alumni and current students. The Program Assistance Fund serves as a platform for alumni and current students to apply for financial support for a variety of professional needs, including but not limited to: national registry board preparation programs, professional conference fees, and developmental academic assistance programs. We encourage all alumni and current students to submit their application and share their vision for advancing the Clarkson College mission and vision.

### Program Assistance Fund Disbursement:

- A total of \$2,000.00 will be budgeted each year by the Alumni Association Board of Directors for the Program Assistance Fund.
- A total of \$1,000.00 will be budgeted each year for Clarkson College Alumni, and the remaining \$1,000.00 will be budgeted for Clarkson College current students.
- The financial award amount to the recipient, based on funds available, will be determined by the Alumni Association Board of Directors.
- If any remaining funds are present within the alumni or current student funds by August 31<sup>st</sup>, the funds may be disbursed to either party.

### Program Assistance Fund Application Process:

- Complete the application form below and submit all necessary documents to the Clarkson College Alumni and Advancement Coordinator via e-mail: [alumni@clarksoncollege.edu](mailto:alumni@clarksoncollege.edu)
- Once an application is received, the Alumni and Advancement Coordinator will present the application to the Clarkson College Alumni Board of Directors.
- The Alumni Board of Directors will vote on the application approval, and the applicant will then be contacted regarding the decision via the Alumni and Advancement Coordinator.

**Program Assistance Fund – Donation Request Form**  
**Clarkson College Alumni Association**

**Applicant Name:**

**Applicant Contact Number:**

**Date Request Submitted:**

**Approximate Date Donation is Needed:**

**Donation Request Amount:**

**In an original one-page essay, please answer the following questions:**

- **Describe how will these funds be utilized.**
- **Describe how these funds contribute to the Clarkson College mission and vision.**
- **Have you requested a donation from the Program Assistance Fund in the past? If yes, did you receive assistance?**
- **Have you requested funds from any other sources?**