



KJT Matching Grant Approval Form & Request For Funds

Guidelines

1. The event must be sponsored by a local KJT Society.
2. This form must be submitted to the Home Office **at least 3 weeks** prior to the event in order to obtain approval before being held.
3. The event **must be** advertised in the local newspaper and/or church bulletin and a copy **must be** submitted in order to receive the matching funds.
4. The advertisement must state, “**KJT Society # __ is sponsoring this event and matching funds are being provided by the KJT Home Office.**”, or something to this effect.
5. An actual event must be held in order to qualify, (i.e. a bake sale or a raffle).
6. Only one matching grant fundraiser is permitted per society per year.
7. Funds raised will be matched “dollar for dollar”, up to a maximum of \$250. However, a society qualifying in the previous year as a:
 - a. Level 1 Society is eligible for a total of \$500 in matching funds.
 - b. Level 2 Society is eligible for a total of \$400 in matching funds.
 - c. Level 3 Society is eligible for a total of \$300 in matching funds.

Pre-Event Approval Form

Date of Request	
Society City and #	
Name of Society Contact Person	
Email	
Phone #	
Address	
Date of Event	
Charitable Cause for the Event	
Description of the Event	

Home Office Decision

Approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Maximum Matching Dollars Approved \$
Comments:		

Post Event Information

Amount Raised at Fundraiser \$	(Copy of the deposit slip is required)
Comments:	

Please forward this completed form to KJT Home Office, P.O. Box 297, La Grange, Texas 78945 or email to info@kjtnet.org for event approval and payment upon conclusion of the event.