

Professional Outreach/Public Information (PIPO) Application for Funding from Region One

See Region One Policies & Procedures, Section 5.5 (printed on the back of this sheet) for full guidelines.
Email application to board@oaregion1.org or mail to Region One, P.O. Box 23235, Tigard, OR 97281.

Intergroup(s):

Contact Person (name, phone, email):

1. Complete description of the proposed project, including how the proposal was developed, any research done on locations, demographics, and prices:
2. Target audience and projected number of people to be reached:
3. Project timeline, including starting and proposed ending date:
4. Proposed method of measuring results:
5. Will any project materials be useful to other Region One intergroups?
6. Total cost of project: \$
Less Intergroup / other funds available: \$
Amount requested from Region One: \$

Intergroup Chair Signature: _____ Date _____

5.5. PUBLIC INFORMATION/PROFESSIONAL OUTREACH GRANTS

- 5.5.1. The Region One budget shall include a line item for Public Information grants, the amount to be voted on at each year's Assembly.
- 5.5.2. A single Intergroup, or coalition of Intergroups (service bodies), may make application for grant funds by submitting a request for such funds through the Public Information/Professional Outreach Committee.
- 5.5.3. Proposals shall be in accordance with the Twelve Steps and Twelve Traditions of Overeaters Anonymous.
- 5.5.4. Written proposals shall be submitted to the Public Information/Professional Outreach Committee and must include the following:
 - 5.5.4.1. The identity of the proposing service bodies, including the signature of the Chair(s) and contact information for the person responsible for the project.
 - 5.5.4.2. A complete description of the proposed project, including how the proposal was developed, any research done on locations, demographics, and prices.
 - 5.5.4.3. The target audience and projected number of people to be reached.
 - 5.5.4.4. The projected total cost of the project, including direct and indirect costs, the amount the service body intends to cover or receive from other sources, and the amount of the grant requested.
 - 5.5.4.5. A projected timeline, including the starting and proposed ending date of the project.
 - 5.5.4.6. A proposed method of measuring results.
 - 5.5.4.7. Whether any of the project materials may be useful for other Region One service bodies.
- 5.5.5. When written proposals are approved by the Public Information/ Professional Outreach Committee, they will be forwarded to the Treasurer.
 - 5.5.5.1. Requests of under \$200 which fall within the line item budget for Public Information/ Professional Outreach grants may be approved by the Treasurer.
 - 5.5.5.2. Requests of over \$200, or if the request would exceed the budgeted amount for Public Information grants, shall be forwarded to the Board for approval, and, if necessary, a budget override.
 - 5.5.5.3. Receipts for all monies spent shall be forwarded to the Treasurer in accordance with Region One policies.
- 5.5.6. The project's Chair will keep the Public Information/Professional Outreach Chair advised of the progress and status of the project. The Public Information/ Professional Outreach Chair will include this information in their quarterly reports to the Board. Within 30 days of the close of the project, a final report shall be submitted to the Public Information/Professional Outreach Chair and the Board, and all remaining funds will be returned to the Region One treasury.