

## **SME 154 Endowment Mission**

The Society of Manufacturing Engineers (SME) Lexington, Kentucky Chapter 154 has established an endowment to promote and improve membership recruitment/retention, activities, chapter meetings and functions of SME student chapter organizations which are affiliated with or pursuing affiliation with Chapter 154.

## **Endowment Objectives**

To promote SME membership and education in Student and Senior Chapters.  
To financially reward student organizations which are actively involved in SME functions.

To provide assistance to SME student organizations involved in the following areas:

- 1) Improving membership recruitment and retention
- 2) Improvement of student chapter meetings, involvement and organization
- 3) Improvement of student chapter activities, conferences and/or competitive endeavors relating to manufacturing, engineering or other technically related subjects.

## **Eligibility**

The SME student organization applicant must be registered as a student chapter through Society of Manufacturing Engineers Headquarters, Dearborn, MI.

The SME student organization applicant must be affiliated with or pursuing affiliation with the Lexington, Kentucky SME Chapter 154.

## **Requirements**

Student Chapter in good standing with the Society of Manufacturing Engineers and/or establishment or reactivation of a student chapter at a Technical College, College or University.

The student organization applicant must present the compiled proposal for funds and report at a regular SME Lexington 154 monthly meeting.

Completed endowment application form filed with the SME Chapter 154 Executive Board.

Submit a professionally compiled report and categorized budget (not exceeding 5 pages) specifically detailing how the endowment will be used to improve membership/retention, activities, chapter meetings, conference attendance and/or competitive endeavors. *(Membership/retention and improvement of activities/meetings are considered priority)*

### **Selection Procedure:**

The Executive Board will review each application and compiled report and budget for compliance with the requirements.

The endowment selection will be based on the following criteria:

- The student organizations commitment to the improvement of membership/retention and involvement of current members.
- The student organizations focus on improvement of chapter activities, industry tours, conference attendance and chapter meetings.
- The student organizations involvement in competitive endeavors.
- The quality and thoroughness of the report and budget.

A letter from the Executive Board will inform the student organization of acceptance or denial of the endowment. If denied, the Executive Board will give reason for denial in the letter.

### **Dates, Awards and Information**

The endowment is open to SME student organizations with no deadline date for application set.

Only one application per semester per student chapter shall be submitted.

The maximum endowment amount will be \$1,000 with no minimum amount set. *(All expenditure amounts must be included, categorized and calculated in the submitted budget)*

# SME Endowment Application

DATE: \_\_\_\_\_

Chapter Name: \_\_\_\_\_

University or College: \_\_\_\_\_

Phone: ( \_\_\_\_ ) \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Student Chapter current activities/ involvement:

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Number of Student Chapter meetings/tours held in previous year (please list):

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