

PRESENTATIONS

Notify Royal Arcanum members concerning the date, time and place of the presentation of the project.

If possible, arrange for a public program for the presentation. Notify local newspapers. Invite elected officials to attend the presentation and try to secure as much publicity as possible.

Photographs should be taken.

The Subordinate/Grand Council Committee Chairperson should prepare a report, together with a color photograph of the presentation and forward to:

Associate Editor,

ROYAL ARCANUM BULLETIN

61 Batterymarch Street

Boston, MA 02110

Please request that a letter of acknowledgment from the receiving organization of the project be sent to the council (s) for the donations (s) made. The chairperson should make a copy and forward to the Royal Arcanum Home Office for the Society's records.



SAMPLE PROJECT LIST

The following is a partial list of the types of community projects that MAY be considered for approval, but not limited to the ones indicated here.

- Community tree planting program
- School Library Equipment
- Youth sporting team sponsorship
- Walk-a-thons for awareness
- Televisions for veterans' home
- Wheelchairs for assisted living centers
- Flags-Flagpoles for schools
- Laboratory equipment
- Humane Society-animal welfare centers
- Emergency medical transport supplies
- Disabled children's camp sponsorships
- Feeding the needy programs
- Aides for the blind/hearing impaired
- Support to crisis shelters
- Cancer support programs
- Care packages for the military
- Funding for finding a cure (telethons)
- Mothers-in-need programs
- Hospice assistance
- Activity programs for seniors
- Community center equipment
- Scouting unit supplies



Supreme Council of the Royal Arcanum

61 Batterymarch Street

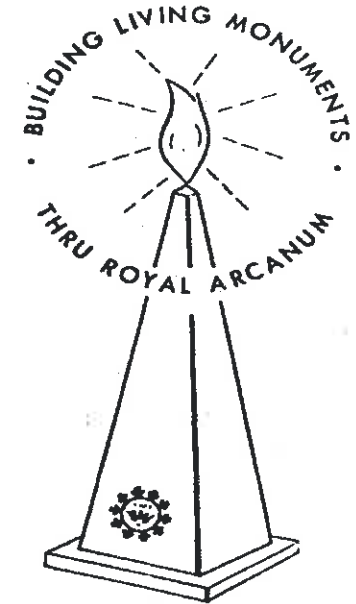
Boston, MA 02110

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www.royalarcanum.com

ROYAL ARCANUM
AN INTERNATIONAL FRATERNITY PROVIDING FAMILY PROTECTION



**THE
INTERNATIONAL
FRATERNAL
SERVICE**

THE INTERNATIONAL FRATERNAL SERVICE AWARD PROGRAM

The International Fraternal Service Award Program was established to assist Subordinate Councils, Grand Councils or Councils that volunteer together to promote and participate in community projects.

Funds from this Program will match contributions UP TO FIVE HUNDRED DOLLARS annually.

Councils may select more than one charitable project in the course of the year for their support, but the total contribution made by the Supreme Council in one calendar year will not exceed five hundred dollars.

When councils join together for a specific project, the maximum amount to be provided by the Supreme Council is five hundred dollars.

Examples :

Council A	\$ 500. contribution for senior home wheelchairs made by council
	\$ 500. matching funds by Supreme Council
Council B	\$ 300. contribution for walk-a-thon for cancer research made by council
	\$ 300. matching funds by Supreme Council
	\$ 200. contribution for volunteer local firehouse-rescue unit
	\$200. matching funds by Supreme Council

A carefully chosen community welfare project, well planned and executed, will promote good will and a favorable awareness of the council(s) and the Royal Arcanum.

The project selected MUST be for the general welfare of the community or cause, locally or at-large.

Note: Contributions from the International Fraternal Service program CANNOT BE MADE to any church or church affiliated group. Exceptions would be, for example, a church sports' team which welcomes players to participate regardless of religion or donations to shelters, food pantries or soup kitchens that operate to help the needy and homeless.

Projects CANNOT be made to an individual or family and CANNOT be made for individuals or groups to attend/participate in community, social events, etc.

Projects may be made in memory of a deceased Royal Arcanum member or members, but CANNOT be dedicated to a living member of the Royal Arcanum.

Projects must comply with the guidelines of the International Service Award Program to be considered for matching funds from the Supreme Council.

If you are in doubt, please contact the Home Office (1-888-272-2686) for information and/or direction.

APPROVAL PROCEDURE

◦ The project concept should be presented to the Council, discussed and approved by a vote and noted in the minutes of the Subordinate Council or Grand Council meeting (s).

◦ A letter signed by the Secretary/Grand Secretary, must be forward to the IFS Committee Chairman, Royal Arcanum Office, 61 Batterymarch Street, Boston, MA 02110, requesting an application for Matching Funds (For IFSF-2 4/99)

◦ Form IFSF-2, along with the proper documentation indicating the total amount of the donation that will be made by the council (s) and amount being requested from the IFS Fund of the Supreme Council should be included with information on the project (brochures, pamphlets, newspaper articles, etc)

The form and all materials submitted will be reviewed by the IFS Committee for approval.

Upon arrival, the matching donation from the Supreme Council's International Fraternal Service Fund will be sent to the Council. Please allow 6 weeks for processing, following project submission request.

◦ **A copy of the acknowledgment(s) received from the recipient(s) of the project donations should be sent to the Home Office.**