



## NCAA Speakers Grant Program Guidelines

September 2005

### NCAA Health and Safety Speakers Grant Program Guidelines

Any NCAA active member institution or conference is eligible to apply for grants that partially or fully fund speaker fees for departments of athletics drug-education or wellness programs. The following criteria have been established for eligibility for such grants.

1. Funding is available only to active NCAA member institutions or conferences. Funds are limited and will be awarded based on availability.
2. Grant funds are to be used for speaker fees. Speakers grant funds cannot be used for travel, lodging or other non-speaker fee expenses.
3. Institutions may apply for one \$1000 grant (application deadline September 1), or two \$500 grants, one per semester (application deadline September 1 for fall programs, January 15 for spring programs) per academic year (August 1 through July 31). Because of limited funding, applicants are encouraged to submit early.
4. **The event for which funding is requested must be part of a drug-education or wellness program for student-athletes and athletics personnel (other students are welcome to attend).** Approved topic areas are alcohol, tobacco or other drugs/addictions; sexual health; nutrition; stress management; and hazing.
5. The institution or conference is responsible for choosing the speaker and making all arrangements. The NCAA provides a list of speakers who have submitted credentials and references. The institution is responsible for contacting the speaker and the reference to obtain more information about the program offered. If a selected speaker is not on the NCAA list, the institution must submit the speaker's credentials and a program description with the grant application.
6. The NCAA will not provide funding for speeches by athletics personnel or other campus personnel presented at their own institution or conference.
7. The NCAA should be mentioned as a sponsor of your program.
8. To be considered for funding, the NCAA Speakers Grant Application must be received in advance of the program and not later than the application deadlines. Applications will be reviewed as they are received. Preference will be given to institutions that meet the grant requirements and ***on a first-come, first-served basis. Again, funds are limited, and not all appropriate applications received by the deadline are guaranteed funding.*** Institutions receiving grants will be sent written confirmation, as well as an evaluation form that is to be completed after the speaker's program. Institutions not funded will be notified in writing.
9. For the release of grant funds, the grant requester **must complete and return to the NCAA the evaluation form**, which is included with the approval letter.
10. Upon receipt of the evaluation form, the NCAA will mail the approved grant directly to the speaker.