

## **Funding Request for Mini Reunions**

**Objective:**

Promote and enable members of the Rough Rider Association to host and sponsor local and regional “mini” reunions in a specific geographic area to promote fellowship of the RMA Alumni.

**Roles and Responsibilities:**

Name of Individual who will host: \_\_\_\_\_

Going forward, the mini reunion host will assume the responsibilities as Chairman of the mini union and will serve as the exclusive point person in all aspects of planning, advertising and promoting the mini reunion.

**Address of mini reunion:**

\_\_\_\_\_

**Day/Date/Time:** \_\_\_\_\_

**Location:**

\_\_\_\_\_

**Number of Alumni plan to attend:**

\_\_\_\_\_

**Process and Funding:**

Upon completing the request, the Chairman will submit the Funding Request to the Treasurer of the Association. The Treasurer will have the Secretary place the request on the next monthly agenda for review by the board. There must be at least ten association members attending to qualify. The Association will provide \$10.00 per association member attending, up to a maximum of \$200.00. Payment to be made after the chairman of the mini reunion certifies the names of the attendees to the Secretary.

**Selection Process and Time Frame:**

In the spirit to avoid overlap and redundancy, there will be a minimum of a 300 mile radius between the mini reunion locations and will be determined by a first come, first come basis. January 1<sup>st</sup> of the year will start the eligibility for location.

The window of opportunity to hold a mini reunion is the time frame between the formal bi-annual reunions. There will be one mini reunion per quarter per year.