

**Grants and Loans
from the
Hawaii Speech-Language-Hearing Foundation**

Guidelines for Supporting Professional Activities

As the budget allows, HSHF is offering financial support to those engaged in the following types of professional activities.

1. Grant for Research

Support of up to \$500 may be granted to a HSHA member who is actively engaged in research in the area of communication and is committed to providing a workshop related to such research with fellow HSHA members. The workshop must be held within a year from the initiation of the grant and coordinated with the Director of Educational Affairs. It is recommended that CEUs be offered. It is anticipated that one grant for research will be offered per calendar year.

2. Grant for Continuing Education Activity for an Individual

Support of up to \$100 may be granted to a HSHA member who is interested in pursuing a continuing education activity related to our profession. The grant is limited to personal out-of-pocket expenses (e.g., not to be used for activities funded by the individual's employer). The activity must be a HSHA or ASHA sponsored event or an event for which ASHA CEUs are being offered. The member must commit to sharing what was learned from the activity with fellow HSHA members within 6 months of the activity. The formal sharing session must be coordinated with the Educational Affairs committee. It is anticipated that up to 5 grants per calendar year will be offered. Example: A neighbor island member requests a grant to attend a HSHA-sponsored activity on the island of Oahu.

3. Loan for Continuing Education Activity for a Group

Support of up to \$500 may be loaned to an individual or a group who needs start-up financial support to host a continuing education activity related to our profession. The activity must be open to HSHA members but may also be open to other individuals/groups. This activity will be organized by the requesting individual or group and CEU credits may be coordinated with the Continuing Education committee under Educational Affairs. It is understood that fees may be assessed for the event, including fees for CEU credits. The Foundation anticipates recouping the amount loaned. It is anticipated that one loan for a CEU Activity for a group will be offered per calendar year.

The application form for financial support is attached and should be completed and submitted to the Director of the Foundation who will review and present a recommendation to the HSHF board. To facilitate the approval of the request in a timely manner, members of the Board of Directors will be contacted (without necessarily convening a formal meeting) and a majority decision will prevail. The Director of the Foundation will notify the requestor of the Board's decision. Depending on the documentation of the activity provided, it may take 2-3 weeks for review and the approval decision by the HSHF Board. **If there are special circumstances, the Board may make certain exceptions regarding this process.

Grant or Loan Application from the Hawaii Speech-Language-Hearing Foundation

Complete this form concisely. To consider your request for financial support, we need key information about the activity. Please type or print in ink.

Name of Applicant(s): _____
Position: _____
Affiliation: _____
Address: _____

Phone number: _____
Email address: _____

Statement of the Request and Purpose of the Research/Activity (be concise in this section):

Key Details of the Activity or Follow Up Activity:

Topic(s)	
Describe Target Audience & Estimated #	
Type of Activity <i>Attach brochure, detailed description of activity and/ or qualifications of speaker (e.g., vitae)</i>	
Scheduled Date for the Activity Include a tentative time-ordered agenda.	
Location of Activity	
Total cost Attach budget breakdown with sources of funding. Include cost to each participant and if fee for CEUs is being assessed.	
Amount requested from HSHF Refer to guidelines	
# CEU credits	

Email or mail the completed form to the Director of the Foundation, Debra Ann K. Kumai (dkumai@hawaii.rr.com) or 1455 Hoohaku Street, Pearl City, HI 96782.