

Memo for collegians who are considering applying for Ruby Fund assistance

Please be aware that the Ruby Fund is for “dire need” and not available for your chapter dues, initiation fees, parlor fees and so forth. The AOII Foundation must go by the IRS definition of dire need, and remaining in the chapter as a current member is not considered a “dire need”. That is why in most cases, only upperclassmen receive Ruby Fund help in order that they may graduate and not have to drop out of school.

The application must be filled out completely – do not leave blanks. In your cover letter please include a clear description of the need that led up to this request, ask for a specific amount for a specific need (i.e. I need \$750 to purchase the rest of my textbooks; I need \$2100 for my housing next semester, or whatever it may be, because both my parents have been laid off, etc.) Do not just say, I could really use whatever you can give me! Please include your plans to meet your financial needs going forward...in other words, if the Ruby Fund is able to assist you right now, how will you keep from being in the same situation in a few months or next semester? Remember, staying in your chapter is not considered “dire need”.

A complete financial review is necessary in order for the committee to evaluate a Ruby Fund application. You should clearly indicate what resources you have investigated and whether any will be able to address your needs. To that end, please be sure you have researched the following, and reference your results in your letter or application. These questions are for your use in planning and not to be included with the application.

- 1) Have you met with your chapter's Treasurer and/or Financial Adviser?
- 2) Have you met with your Chapter Standards Committee? If "yes," please document outcome.
- 3) Has your chapter's Collegiate Network Specialist or Collegiate District Administrator been consulted for alternatives?
- 4) Have you researched aid opportunities from the college/university Panhellenic office?
- 5) Have you researched aid opportunities from the college/university?
- 6) Have you researched aid opportunities from your local AOII Alumnae Chapter (if there is one in your area)?

Contact foundation@alphaomicronpi.org with any questions.