

8.2.3. Timothy Ortyl Memorial Conference Travel Fund

The Timothy Ortyl Memorial Conference Travel Fund provides financial grants to assist Brothers in attending conferences sponsored by the Fraternity. Grants are funded by donations from actives, alumni, and other individuals who understand the important leadership skills and personal development provided at these events.

8.2.3.1 Eligibility criteria

- Must be a member of DLP not currently under suspension
- Alumnus and Honorary members (as specified in Sections 4.3.7 and 4.3.8 of the Fraternity Bylaws) are not eligible
- Must agree to allow the release of past or pending RMP violation information to the AAC

8.2.3.2 Primary considerations

- Demonstrated financial need
- Number of applications received overall
- How far the applicant will need to travel to attend the conference (preference will be given to those who need to travel far)
- Previous history of past or pending RMP violations

8.2.3.3 Secondary considerations

- Number of applications from an individual chapter, colony, or LAA
- The applicant's past service to the Fraternity (any an all groups within DLP) or in support of our philanthropic causes and efforts
- Delegates to the conference Regional Steering Committee meeting are expected to demonstrate financial support from the chapter, colony, or LAA they are representing and will receive matching funds
- Applicants who have not attended a conference will be preferred over those who have attended a conference in the past
- Applicants who have attended only one or two conferences in the past will be preferred over those who have attended many conferences in the past
- Applicants who have never received a Tim Ortyl Memorial Conference Travel Fund in the past will be preferred over those have been received this award in the past
- The overall amount of money on-hand in the fund will be a factor to consider when determining amounts of each award

8.2.3.4 Use of funds

- Funds may be used to subsidize or pay for costs of travel and conference registration fees
- Funds will be directed to the Fraternity Office, not the individual recipient himself; the Executive Director will ensure that: (1) payments of any registration fees are correctly recorded on the Fraternity's financial accounts; and (2) payment of any lodging or travel costs are handled in a manner similar to the ways in which staff lodging and travel costs are handled
- Funds may not be disbursed to an individual recipient for personal expenses (including meals outside of those provided at the conference itself); recipients are expected to cover their own personal expenses

8.2.3.5 Application timeline

- The Executive Director will be responsible for ensuring that suitable timelines and schedules are set for accepting applications and making awards
- The Executive Director will ensure that the Alumni Affairs Committee has a reasonable amount of time of at least one week to review and discuss all applications
- The Executive Director will ensure that award announcements are provided early enough to give recipients sufficient time to make plans to attend the conference (at least 2 months ahead of time)
- Recipients awarded a grant will be required to prove travel arrangements have been made to attend Annual Convention at least 30 days in advance of the conference; recipients who fail to do so risk having their grant awards revoked

8.2.3.6 Decision-making process

- The Alumni Affairs Committee (AAC) – in consultation with the Executive Director or any staff member(s) he designates – will decide how many scholarships to give out each year and which applicants will be awarded scholarships
- The Executive Director or his designee will blind all the applications, redacting the applicant's name, chapter designation, and other identifiable information, when providing the applications to the AAC for review.
- All applications for a particular conference cycle will be collected by a set deadline and all awards for that conference cycle announced at the same time
- The AAC will also establish a prioritized list of applicants not initially awarded a scholarship; in the case of an applicant refusing a grant or having a grant revoked, that grant will be awarded to the next eligible applicant on that prioritized list who is able to use the grant

8.2.3.7 Other considerations

- Grant recipients will be encouraged to contribute back to the Timothy Ortyl Memorial Conference Travel Fund when they are financially able to do so (even if that's well into the future) and to write letters of thanks to the Delta Chapter and the family of Tim Ortyl at the conference they are awarded funds to attend. Materials and postage will be provided by the DLPAA.
- Grant recipients will be expected to write at least one thank you note to a donor who donated to the Tim Ortyl Memorial Conference Travel Fund. Materials and postage will be provided by the DLPAA.