



Fundraising for PBLI through the Alpha Kappa Psi Foundation

Brothers, family, and friends can make **tax-deductible contributions through the Alpha Kappa Psi Foundation** to offset the cost of your chapter attending the Principled Business Leadership Institute.

Individuals can donate:

- [Online](#);
- Mail a check to the foundation to 7801 E. 88th Street, Indianapolis, IN 46256; or,
- Call the foundation at 317-872-1553.

Check, or credit cards are accepted forms of payment. Regardless of the payment method, individuals should mention this contribution goes to your chapter for PBLI.

For an individual to receive the charitable tax credit, the donation must be sent directly to the foundation; not the chapter.

Once a contribution is received, the foundation will notify the chapter leadership. The foundation sends an acknowledgment note for every contribution, but it is recommended the chapter do the same.

There are two formats of accepted contributions:

1. Chapter Educational Grants

The AKPsi Foundation collects **tax-deductible contributions when a donor sponsors a student's attendance at the event**. Upon receipt, the money is applied to the chapter's account at the Heritage Center as a credit on PBLI registration invoices.

Because tax-deductible contributions were received, the IRS only allows the foundation to use these funds for educational purposes. Therefore, if a sponsorship donation is received, and the chapter fails to send individuals to the event, the funds will be re-allocated accordingly.

2. Chapter Designated Funds

The AKPsi Foundation **collects tax-deductible contributions and puts them in a chapter-specific endowment**. Interest income from this endowment is returned annually to each chapter in the form of a Chapter Designated Fund. Because tax-deductible contributions were used to create these endowments, the IRS only allows the foundation to use funds for educational purposes. Chapters have the option of using the funds to offset registration fees for PBLI.

Who can sponsor a student?

Alumni Sponsorship:

Contact your alumni for financial support to attend PBLI. Alumni may donate through the foundation to either increase a chapter's Chapter Designated Fund or to assist in off-setting the cost of registration this year. If you have email addresses for your alumni, think about sending a letter via email. You can personalize the letter for your chapter's needs. A sample letter for this sponsorship is included on page 3.

Family/Friend Sponsorship:

Ask mom, dad, grandparents, aunts, uncles, and any other family members to provide financial support for your trip to PBLI. Stress the educational aspects of PBLI using the learning objectives and inform them that attending this event will help better prepare you for the future. A sample letter for this sponsorship is included on page 4.

Corporate Sponsorship:

Ask businesses to provide financial support for your trip to PBLI. Stress the educational aspects of PBLI using the learning objectives and inform them that attending this event will help better prepare you for the future. These groups can sponsor you via the same avenues as alumni, family, or friends.

How can the AKPsi Foundation help you meet your goal?

Chapter-Specific Fundraising Page

The AKPsi Foundation will create a chapter-specific fundraising page for your membership to use in sponsorship letters, newsletters, and social media posts. This page includes various levels of sponsorship, a secure donation platform, and an email acknowledgment of the gift. A sample page can be found [here](#). The landing page picture will be customized to your chapter and school. You have the option to submit three additional pictures for use in the corresponding Alpha, Kappa, and Psi sponsorship levels. [Request a custom fundraising page here](#).

Alumni List

The AKPsi Foundation will provide a list of your chapter's alumni upon [request](#). This list can be used to email your chapter's alumni with a sponsorship appeal.

Chapter Designated Fund

The AKPsi Foundation will establish a chapter-specific fund and will work with the chapter leadership to secure donations to reach the agreed-upon endowment level. Once this level is reached, interest income from the endowment will be returned to the chapter each academic year to be used for educational programming.

Chapters with existing Chapter Designated Funds will be able to offer individuals the opportunity to support their leadership development through either a Chapter Educational Grant or a gift to the Chapter Designated Fund via their chapter-specific fundraising page.

Sample Letter: Alumni Sponsors

<Date>

<brother's name>

<brother's address>

<brother's city, state and zip code>

Dear Fellow <chapter name> Brother,

As you may be aware, the Alpha Kappa Psi Professional Business Fraternity's Principled Business Leadership Institute is scheduled for <date> <time> <location>.

The Principled Business Leadership Institute is Alpha Kappa Psi's annual flagship event where students and alumni interact with top professionals in business industries, gain insight on necessary industry-related skills, and develop a leadership development plan. It is designed for all individuals seeking to enhance their professional development.

The cost to attend PBLI includes transportation, hotel accommodations, registration fees, and meals not covered by the registration fees. The average cost per person is <amount>.

Our chapter is currently setting aside money each semester, conducting several fundraisers specifically for PBLI, petitioning the Student Government for funds, and setting aside additional dues money to cover the costs. The <chapter name> chapter would like to send <amount of people> people to PBLI.

We are asking for your financial help so that all our brothers who wish to attend PBLI can do so. You can give a tax-deductible contribution to the foundation that will help us offset the costs of the weekend event.

It's very easy to donate to the Alpha Kappa Psi Foundation. You can go to our site <insert Classy link> mail a check to 7801 E. 88th Street, Indianapolis, IN 46256, or call the foundation at 317-872-1553. You can make your contribution through check or credit card. Regardless of the payment method, please mention this contribution goes to the <chapter name> chapter for PBLI.

The <chapter name> chapter would very much like to have a strong showing at PBLI and with your financial support, we could make this dream come true. You can get additional information about PBLI on the website at www.myakpsi.org/events/pbli. PBLI is an event for both students and alumni, so perhaps you would be interested in attending. Registration details are on the website as well.

If you have questions, please contact <contact name, address, phone & email>. Thank you for your support.

In U—and I—,

<Signature>

Sample Letter: Family & Friends Sponsors

Dear <mom & dad, grandmother, grandfather, aunt or uncle, family member>,

My membership in Alpha Kappa Psi Professional Business Fraternity has been such a wonderful experience for me. It has enhanced my skills as a leader, communicator, and organizer. My membership has prepared me for a job search and provided skills that will be critical to success in the workplace.

Now, the fraternity is offering me another opportunity to expand my horizons and better prepare me for the business world. The fraternity meets annually at the Principled Business Leadership Institute and in 2020, we will meet in <location> from <date>.

The Principled Business Leadership Institute is Alpha Kappa Psi's annual flagship event where students and alumni interact with top professionals in business industries, gain insight on necessary industry-related skills, and develop a leadership development plan. It is designed for all individuals seeking to enhance their professional development.

Of course, attending PBLI is not free. The major costs include hotel stay, transportation, and registration. The hotel is \$<amount> per night, and the registration fee varies from \$<price> per person depending on when I register. The travel expense will vary depending on my mode of transportation. The total of these expenses, plus some spending money for meals not included in the registration fee, will cost approximately \$<amount>. I'm hoping that you can provide some financial assistance so that I can attend PBLI.

You can find all the information about PBLI at www.myakpsi.org/events/pbli. It will be an experience that I will remember for the rest of my life, and it will prepare me for the workplace. Thanks for your time and consideration of this endeavor!

Love,

<Signature>