

## B.C. GUILD OF ENGLISH HANDBELL RINGERS

**Policy Name:** Endowment Fund Grants Policy

**Date Adopted:** June 11, 2011

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### **Policy:**

1. BCGEHR will provide grants from the interest generated by our endowment fund invested with the Central Okanagan Foundation. The Board will set the maximum amount of grant money to be made available each year and will make this amount known through *Quarternotes*.
2. Applicants for Grants from the Endowment Fund must be an individual member or a member or Director of a choir in good standing with BCGEHR.
3. The following criteria will be used by the BCGEHR Board in reviewing the requests for grants. The examples given under each category are not all inclusive; other purposes in keeping with the intent of the criteria will be considered:
  - a) Travel
    - A member's or choir's attendance at a provincial, national or international handbell event
    - Travel expenses for a director to attend a training camp or event such as the International Music Camp
  - b) Capital or Intellectual Property purchases
    - Purchase of handbells or chimes for a new choir or expansion for an existing choir – preference would be given to purchases for a new choir.
    - Commissioning of a new original piece of music or an arrangement
    - Funding for a clinician to work with a choir or choirs in an area – preference would be given to funding a clinician to work with more than one choir.
  - c) Outreach/Development
    - Initiate a summer or extra-curricular handbell program in a church or school
    - Production of a CD
    - Funding for a clinician to facilitate the development of a new bell program
  - d) Other
    - Funding a clinician/Director for BC chosen for Ringing Link or an International Handbell symposium
    - Other projects that do not fit under any previous categories.

Preference will be given to those requests that will benefit the greatest number of ringers in BC.

3. The quality of the application will be considered. Each request for funding should include a clear outline of the goal, purpose and how the project will benefit the applicant or the applicant's choir, and/or the BC handbell community.
4. Financial need of the applicant will be considered. Those applications that demonstrate a financial commitment through indication of gathering or seeking funds from other sources, or willingness to contribute some of the funds personally will be given priority.

5. The Board reserves the right to decline naming a grant recipient if it decides that there are no suitable applications in any given year
6. Applicants may receive only one grant per year. Successful recipients will report on their project to the Board at the end of the project's completion. This report will be published in the following issue of *Quarternotes*.

**Procedure:**

1. The deadline for application is October 1 of any year. The Board will consider applications at the Fall face-to-face Board meeting. Grant recipients will be notified by December 1. Announcement of the grant recipients will be made in the December issue of *Quarternotes*. Grant money will be awarded by December 31.
2. Applications will include:
  - Name and contact information of the group or individual applying, with a designated contact person in the case of a group.
  - Category under which the application falls.
  - Description of the project including the amount requested and the start and finish dates, if applicable.
  - A thorough, reasonable and itemized budget for the funds being requested.
3. A permanent record of the amounts awarded and the criteria used for the grant will be kept in the BCGEHR records.