

NwRSA Outreach Grant Policies/Procedures

Money will be set aside annually during budget preparation in the amount of \$500 with individual grants being no more than \$75 (or as determined by the committee) to be distributed to NwRSA members applying for assistance in teaching efforts in the community.

A committee of three, to include the President, appointed by the President, will be responsible to the board for the operation of this fund, including approval or denial of the members application for funds.

Applications will be submitted to the President.

The committee will respond in writing to the applicant within six weeks of receiving the application. If the committee denies a request for funds the written response will include the reason for the denial.

NwRSA members may apply annually for funds. Members who have not received funds in the prior calendar year will have priority.

Any NwRSA member receiving outreach grant funds may NOT charge the institution for teaching, supplies or any other fees.

The NwRSA member will not receive any salary or hourly wage for this outreach. Funds approved will be used to assist in obtaining supplies or for transportation expense only and must be used within the four state NwRSA area.

Any NwRSA member receiving funds will report in writing at all board meetings as to the status of their teaching effort and funds used until the contract has been completed.

**Interested applicants write to
the Grants Committee Corresponding secretary
for a prospectus.**

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