

January 2024

## BONSAI SOCIETY OF PORTLAND

### MEMBERSHIP SCHOLARSHIP GRANTS

The purpose of this Grant Fund is to provide Bonsai Society of Portland (BSOP) members with financial support to attend special projects and educational opportunities to advance their skills and knowledge of Bonsai as an art form. Grants will be made to individuals and applicants will be required to share their experience and new knowledge with the BSOP membership. The process is intended to be administratively simple in order to encourage participation.

#### PROCEDURE:

1. BSOP operates on a Calendar Year fiscal cycle Beginning with Fiscal Year 2024, in the development of the BSOP annual budget, a fund of \$1500.00 (fifteen hundred dollars) shall be approved to be awarded to BSOP members who apply for grant funds for the fiscal year. Individual Grants can be requested for any amount up to \$500.00. Depending on the funds available for BSOP operations and programs and the success of the Grant Fund, the Board may recommend increases to or the reduction or elimination of the Grant Fund in future years.
2. The Board of BSOP upon adoption and announcement of this Grant program shall publish on the BSOP website and in the BSOP newsletter the information necessary for members to apply for Grant funds, including the general application form, the opening and closing dates of the Grant cycle and the date and process for the distribution of funds.
3. Applicants for Grant funds must be a BSOP member in “good standing”; shall complete the required application form; describe how the project or educational opportunity will expand and enrich their personal objectives and expand their skills in the art of Bonsai; and be of general enrichment to the BSOP membership.
4. The Board of Directors of BSOP shall review and evaluate the requests for Grant Funds based on the merit and educational benefit to the member and similarly situated BSOP members generally.
5. A designated board member shall receive all Grant applications and shall distribute the grant applications to the Board for evaluation.
6. The Board may approve more than one award, but no award may be for more than \$500.00 (Five Hundred Dollars) and the total of all awards may not exceed the annual budgeted amount for Grants.
7. The BSOP board shall notify successful applicants before making a general announcement to the BSOP membership.
8. The Treasurer shall disburse approved Grant Funds to the awardees **{OR ON BEHALF OF THE AWARDEE}** within 30 days of the announcement.
9. Awardees are expected to report on their experience to the Board and the BSOP membership either by a personal presentation at a membership meeting; by writing and presenting an article for publication in the BSOP Newsletter; or such other reporting as the Board shall approve.
10. Members of the BSOP Board of Directors shall be ineligible to apply for Scholarship Grants under this program during their tenure as a Board member.