

EDUCATION PROJECT GRANTS

\$1500 is available annually on application to the Education Committee. The intention of the grants is to assist Centres with the presentation of educational events that might otherwise be beyond their financial scope. (See the guidelines below for procedures.)

GUIDELINES FOR EDUCATION PROJECT GRANTS

Education Project Grants are available to Centres to assist with the presentation of education events for the enrichment of both the Centre and its community, such as, but not restricted to, workshops, Pedal, Pipes and Pizza events, Tools and Techniques courses, and Pipe Organ Week events.

Grants will be made in the amounts of \$150, \$300, or \$450 according to the duration and scope of the proposed event. The following examples are given for information only, and are by no means exhaustive:

- A one-day event, such as Pedals, Pipes and Pizza would ordinarily qualify for a grant of \$150.
- A longer event, or series of events, such as a Tools and Techniques series would ordinarily qualify for a grant of \$300.
- A more extensive week-long event, such as a Pipe Organ Week would ordinarily qualify for a grant of \$450.

The applicant should state which level of grant is being applied for, and the grant should be shown as income on a balanced budget submitted in support of the application. Please note that this does not guarantee that the requested grant will be awarded in every case. For more details on budget submission, please see the application form.

Education project grant applications will be considered in the order in which they are received. The funds available for these grants will be determined from time to time by National Council. A Centre may apply for up to two awards in a fiscal year (June 1st - May 31st), but no Centre may receive more than \$450 in any one such year.

A brief summary report of the event, including a final financial statement, must be submitted to the Education Committee via the National Office within thirty days of the project's completion.

If your Centre is awarded a grant, the following conditions will apply:

- Please include this acknowledgement in your publicity materials: "We acknowledge the support of an Education Project Grant from the Royal Canadian College of Organists." It could be shortened, if necessary, to "Supported by an RCCO Education Project Grant."
- Within one month of the completion of the event, please forward to the National Office a brief report of the event, including a final financial statement. Centres are ineligible to apply for further Education Project Grants until this final report is received in each case.