

Oregon Oldtime Fiddlers' Association (OOTFA)

Endowment Fund and Grant Process

Through the generosity of Norman and Hattie Kielhorn, OOTFA has a bequest that has been directed to be used specifically:

1. To purchase equipment for use at concerts,
2. To conduct music camps for Oregon youth, and
3. To promote the appreciation of "old time fiddle music" among Oregon's youth.

To help out in trying to better understand this directive, here are some general definitions.

1. **Concerts** - a performance of music by players or singers for an audience that does not involve theatrical staging (this is not the same as a jam)
2. **Promote** - further the progress of (something, esp. a cause, venture, or aim); support or actively encourage, -or- give publicity to (a product, organization or venture) so as to increase public awareness.
3. **Appreciation** - a sensitive awareness, recognition of value.
4. **Equipment** - sound equipment used for live performances such as microphones, amplifiers, speakers, stands, cords, etc.
5. **Youth** - any person 18 years of age or younger.

A large portion of this bequest has been set up as a permanent Endowment Fund. The principle amount of the endowment will not be spendable, only the interest it earns. This will establish a long-term legacy for OOTFA and perhaps encourage other members to make a planned gift to continue to expand the fund. Such gifts could be directed donations with additional consideration on how the funds would be used.

With the remainder of the Kielhorn funds we have established a grant fund that is administered by the OOTFA Board of Directors. Annual interest from the endowment account shall be added to this grant fund. The Board of Directors' approval of grant funding is based on this application. Submission and reviews of grant requests can occur at any time.

General Grant Application Criteria

1. Grants can be submitted by an individual but must come from a District and be approved by at least two (2) District officers.
2. All grants must comply with the directed usage specifications.
3. No one grant may be a sum to exceed two thousand five hundred (\$2,500) dollars.
4. Grants should not be for individuals, families, or very small groups.
5. Grants cannot be for individual private instruction.
6. Grants can be used to pay for specific services provided by a non OOTFA member or company, but cannot be used to support an activity from an organization that is not a 501(c)3 corporation.
7. Grant applications must be complete and signed.

8. Grant monies will be forwarded by check to the District Treasurer for dispersing. An accounting of grant monies received and paid out by the district will be included in the district monthly treasurer's report to the state treasurer.
9. A grant period shall run from the date the grant is approved until sixty (60) days after the funded grant activity has been completed or the activity was cancelled, but in no case longer than twelve (12) months from the date of the grant. Within thirty (30) days of the end of the grant period, the grantee shall submit a final summary report to the OOTFA Board detailing how the grant objectives were met and how the funds were spent. Any funds not spent on the specific grant activity shall be returned to the State Treasurer with the final report.
10. Grant funds cannot be used for general operating funds of a District or a third-party organization.

The application should contain the complete five pages, and additional explanation pages and budget sheet(s) as needed.

Upon completion, submit the package to district officers. They will review and sign, then forward to the OOTFA Secretary for the remainder of the review/approval process.

The OOTFA Secretary will forward the application to the screening committee.

Once sufficiently complete, the screening committee will pass the application along with the committee's recommendations to the OOTFA Board of Directors for action.

All actions and/or approvals will be by simple majority.

The application may be faxed or attached to an email but must be followed by delivering the original document to the OOTFA secretary within ten (10) days.

The screening committee and OOTFA Board of Directors reviews may be done electronically, if needed, provided sufficient documentation is maintained.

Three (3) member screening committee will be appointed by the State president and shall be made up of other than state and/or district officers. The appointment is for twelve (12) months. The committee members terms need not be concurrent.

If you have any questions, please speak to an officer.