



Carol Pratt Creative Arts Fund (*restricted*)

Onset Board of Trustees-Approved Guidelines

Effective June 29, 2019; Revised October 30, 2021

The Carol Pratt Creative Arts Fund is established in memory of Carol (Fisher) Pratt to promote her love and interest in arts and crafts on the Onset Community of Christ Campgrounds.

Restrictions:

- **Summer Focus.** It is to be used exclusively for arts and crafts activities that are organized during the summer months (June – August) on the Onset Community of Christ Campgrounds.
- **Area Focus.** Grants are to be made for projects that are wholly arts and crafts and not projects that have an arts & crafts aspect.
- **Group Focus.** Eligible projects are for group projects open to everyone on the campgrounds and not for individual projects.
- **Size of Individual Grants in One Year.** Each individual grant in a calendar year may not exceed \$500 for calendar years 2019 to 2024. After 2024, the maximum individual grant limit may be increased by 10% per year from 2024 as the Onset Board of Trustees sees fit. Individual grants may fund a one-time class or project or a series of classes, activities, or projects falling within one summer.
- **Total Amount of Aggregate Grants in One Year.** The total of all grants made in any one calendar year may not exceed \$1,000/year for calendar years 2019 to 2024. After 2024, the maximum aggregate grant limit may be increased by 10% per year from 2024 as the Onset Board of Trustees sees fit.
- **Use of Funds.** Funds may be used for arts & crafts materials and supplies and for payment of stipends to guest artists from off the campgrounds to teach a class or series of classes. Funds may not be used for other purposes, including for equipment (e.g., pottery kilns, looms, etc.) or for payment to campgrounds residents for teaching arts and crafts classes.
- **Who May Apply.** Grants may be applied for by: (i) a member of the Community of Christ or (ii) a related party if approved by a designated board member of the Onset Board of Trustees.
- **Who May Approve.** Grants may be approved by a designated Onset Board of Trustee member who signs off that the grant meets all the restrictions and requirements.
- **Fund Management.** Grant funds may be deposited and commingled with other funds but must be accounted for clearly as a separate fund and reported annually as such to the annual Onset Conference meeting. The funds are not to be included in any total assets such that they would influence in any way normal financial decisions of the Onset Board of Trustees such as the current guideline to transfer cash assets over \$100,000 to church investment pools.
- **Procedures for Grant:**
 1. Idea conceived and lead person designated.
 2. Lead person submits request to designated Onset Board of Trustee member (*i.e.* person in charge of summer programs) or person designated by Board or Chairperson which reasonably outlines:
 - a. The type of project
 - b. Who is the designated manager of the project.
 - c. Where and when it will be held or is expected.
 - d. Amount requested and why.
 3. Reviewed and accepted/rejected by designated board member and forwarded to Treasurer.
 4. Project manager notified and check issued by treasurer.
 5. Grant recipients submit receipts to Onset Board of Trustee Treasurer at culmination of project and return any unused funds.

Carol Pratt Creative Arts Fund Application

The Carol Pratt Arts Fund was established in 2019 in memory of Carol Pratt to promote her love and interest in arts and crafts on the Onset Community of Christ Campgrounds. The fund may be used to support arts and crafts activities that are organized during the summer months (June-August) on the Onset Community of Christ Campgrounds. The Onset Board of Trustees has established guidelines for the fund. If you wish to request funding for an eligible arts and crafts activity, please read the attached guidelines, complete this application and submit it to the Chair of the Programs Committee by email - or by mail to the Onset Board of Trustees, PO Box 893, Onset, MA 02558.

Your Name: _____

Your Phone number: _____ Your E-Mail address: _____

Are you the designated lead on this project? ____ If not, who is, and what is your connection with the project?

Are you a member of the Community of Christ Church? ____ Are you a related party to the Onset Community of Christ Campgrounds? ____, if so how? _____

Description of your proposed arts & crafts project, including proposed date(s), time(s) location(s) and age group: (Attach additional page if needed)

How will you advertise your project to the entire campground community?

Amount requested _____

Please justify the amount requested (i.e., what do you plan to purchase with the funds if approved?)

For Board Use Only

☐ Approved or ☐ Denied

Signature of Programs Committee Chair

Date _____