

Anthroposophical Society of North Carolina
d/b/a Rudolf Steiner Branch of North Carolina
Policy

**Receiving and Disbursing Funds to Benefit Individuals
and Guidelines for Hearts Fund and Scholarship Fund**

Draft 12/16/13

The central task of the Rudolf Steiner Branch of North Carolina is to cultivate and promote Anthroposophy in the North Carolina Triangle Area. Integral to this task is the personal growth and well being of members and friends who are active in various anthroposophical activities, for example the First Class of the School of Spiritual Science, Waldorf Education, Biodynamic Agriculture, medicine, therapeutic work, and the arts. To this end, and in accordance with the charitable, educational and literary purposes for which the corporation is exclusively organized within the meaning of section 501(c)(3) of the Internal Revenue Code, the Rudolf Steiner Branch will receive and disburse funds to support the education and health of individuals in need.

This policy includes and supersedes the "ASNC Scholarship Grants Policy".

Funds for this Purpose

Funds within the Rudolf Steiner Branch to benefit individuals include the Scholarship Fund and the Hearts Fund.

- The *Scholarship Fund* assists members in training in anthroposophical work or attending conferences and workshops.
- The *Hearts Fund* helps members and friends in exigent circumstances such as ill health. The Hearts Fund is generally not used to support ongoing living expenses.

A line item for each Fund will be established by the Board as part of the annual budget. These lines items may be funded by a general appeal sent as part of the dues letter or newsletters or by direct solicitation of specific donors. Fungible monies may also be used for these purposes.

Other funds benefiting individuals may be instituted by the Board.

Gift Acceptance Guidelines

Monetary gifts designated for one or more specific named funds benefiting individuals may be accepted by the Branch. Gifts will not be accepted that are designated for the benefit of a particular person.

Application Guidelines

An application for funding will include:

- Applicant's name and contact information;
- Beneficiary's name and contact information, if different from the applicant's;
- A statement of applicant's relation to the Branch and its recognized activities;
- The purpose for which the funds will be used, including timeframe;
- The total cost of the proposed project or endeavor, if relevant;
- The amount of funding requested;
- A statement of need.

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It lies within the discretion of the Board to ask for documentation demonstrating need or to forego that documentation. The Board has the authority to ask applicants to make application through a third-party financial analysis service.

Particular Guidelines for the Hearts Fund

For the Hearts Fund, applications will be made by a third party, neither the benefiting person nor a member of the Board of Directors, on behalf of the benefiting individual. The Board will then issue an appeal including that letter.

Particular Guidelines for the Scholarship Fund

Disbursements from the Scholarship Fund will be made contingent upon the condition that the recipient will, within two months or another period prescribed by the Board when the application is approved, prepare a brief narrative of the program attended and benefits derived. This report could be in the form of an article for the Newsletter, an informal talk, or a letter to the Board regarding the use of the funds and the impact on the life of the recipient.

The maximum award from the Scholarship Fund for activities not undertaken as part of Board responsibilities is \$200. This maximum may be reset at the beginning of each fiscal year by the vote of a simple majority of the Board.

The availability of funding from the Scholarship Fund will be announced annually in the newsletter.

Decision Procedure

Disbursements are made at the discretion of the Board. Application should be made at least two months prior to the need for funding. The Board will consider an application at its next regularly scheduled meeting and will approve the application if there is no objection from any director. The Board may decline to consider applications made with less than two months' lead time. No funding is available for events already past.

Applications Forms

Application will be made on forms provided by the Branch. Those forms are addended to and constitute a part of this policy.