

## **TQG, Inc. Grant Program**

### **Tucson Quilters Guild Mission Statement**

The Guild's purpose is to perpetuate the art of quilting and to encourage and stimulate interest in this art form. Every member is asked to learn, teach, share skills, and participate with fellow members to the fullest extent possible.

### **Purpose:**

The TQG, Inc. Grant Program funds projects that meet the Guild's mission. Over time, the committee works to achieve a balance of grant awards between historical, traditional, contemporary, and art quilt projects.

The Endowment/Grants Director, serving a two-year elected term on the TQG Board of Directors, works with a committee of 6 – 10 volunteers. The main responsibilities of the committee as they work on grant requests are:

- Administration of the Guild's annual grant – which includes publicity, reviewing grant proposals, recommendation of grant recipient(s) to the Guild Board of Directors, and overseeing the grant project.
- Suggestions of other special projects such as scholarships, special exhibits, or other grants.
- Serve as a liaison between the Guild and special project funding recipients.

The committee considers several criteria in evaluating each grant application. These include:

- The overall impact of the project on the world of quilting;
- Compatibility of the goals of the proposed project with the TQG, Inc. mission;
- The ability of the applicant to complete the project within the specified timeline;
- The quality of the project; the quality of the application; and the contribution of the project to the body of knowledge about quilts or awareness of the art of quilting;
- The impact of the project on the TQG, Inc. community and/or the quilting world in general (including which specific community would benefit the most, e.g. local/regional quilters, artists, quilt scholarship, etc.);
- How the project would help achieve a balance in the awarding of funds between historical, traditional, contemporary and art quilt projects.

### **Guidelines:**

All grant proposal projects should result in a specific end product and must include a plan for exhibition, presentation, or publication of the finished work, if applicable.

The Grants Committee will require interim progress reports and/or a contractual agreement regarding completion of the proposed projects. A written follow-up report to the Grants Committee Chairperson detailing how grant monies were actually spent will be required of all recipients.

Any publication, class, instructional materials, or related products resulting from funds awarded by the TQG, Inc. must credit the Tucson Quilters Guild prominently.

If a grant recipient makes money from a commercial product which the grant has in any way underwritten, then said original grant monies must be repaid to the TQG, Inc. Endowment Fund. In such case, an agreement would be reached by both parties prior to the awarding of the grant and would be contingent on actual profits realized from the venture.

The Grants Committee will present its recommendations to the TQG, Inc. Board of Directors in February of each year. No funds will be awarded or expended without the approval of this Board. The recipients will be announced at the March general meetings with funds disbursed thereafter. Funds will be distributed by the TQG, Inc. Treasurer to the recipient(s) without regard to race, age, sex, color, or creed. Current members of the Grants Committee are not eligible to apply.

To encourage objectivity in the selection process, members of the Grants Committee should **not** be contacted personally by grant applicants. Lobbying of the Grants Committee, or of any member, by or on behalf of a grant applicant will result in the disqualification of the proposal in question. Please read this material carefully. Incomplete applications will not be considered for funding.

One or more grants may be awarded each fiscal year. All proposals will receive equal consideration regardless of the amount of funding required. The TQG, Inc. is not obligated to award the budgeted grant money or any part thereof if the quality of the proposal(s) does not show merit. The Grants Committee will screen all applications and make recommendations to the Board of Directors of the TQG, Inc. regarding those applications which merit Grant funding for the current fiscal year.

The application or applications will then be approved or disapproved by the TQG Board of Directors.

The following pages provide information for prospective applicants about the Rules for Applications, announcement of Fiscal Year Timelines, and decisions from the Grants Committee which affect prospective applicants.

The separate Application Form on the TQG website may be downloaded. Completed applications must be received by the Director of the Endowment/Donations Committee no later than January 15, 2017.

Please keep your responses concise and account for all projected expenses. Send the completed application to:

Tucson Quilters Guild  
Endowment/Donations Director  
P.O. Box 14454  
Tucson, AZ 85732