



## **EVUSA Grant Procedures – 2023**

### **SCOPE**

To qualify for a Grant, the applicant must propose to perform one or more of the following:

- Increase EVUSA membership
- Promote vaulting
- Promote competitions (both recognized and non-recognized)
  - Funds can be used to offset travel costs for judges and/or clinicians

**NOTE:** Grants cannot be used for fees or costs which are payable to the EVUSA. Grants may not be used for personal travel and/or training expenses.

A maximum amount of \$500 will be given to each approved application.

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### **REQUIREMENTS**

- A Grant application must be completely filled out to be considered.
- Only **current** EVUSA members, Clubs and/or Regions are eligible for Grants.
- All events/competitions/etc. receiving grants must be completed by December 1, 2023.

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### **PROCEDURES**

- Grant requests **must be received by the Grant Committee Chairman no later than March 31, 2023**. Applications may be submitted by mail or email (see below for details).
- Grant applicants will be notified of the Grant Committee's decision no later than April 17, 2023.
- All receipts for reimbursement, **along with the official EVUSA reimbursement request form** must be submitted to the EVUSA National Office within **10 days** of completion of the event, or the grant will be rescinded and the funds will not be sent. Reimbursement requests can be sent to EVUSA, 1443 E Washington Blvd #289, Pasadena, CA 91104 or emailed to [Office@equestrianevaulting.org](mailto:Office@equestrianevaulting.org). Reimbursement request form is attached to Application form on our website.
- If desired, a report and pictures of the event may be sent within 30 days after completion of the event to Suzanne Detol, 34142 SW Johnson School Road, Cornelius, OR 97113 OR emailed to [sdetol@aol.com](mailto:sdetol@aol.com). The report and pictures may be published in a special edition of *Equestrian Vaulting Magazine*.

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### **STRUCTURE OF THE COMMITTEE**

The Grants Committee is made up of 8 members; one member from each Region plus the EVUSA Treasurer. The committee chairman is appointed by the President of EVUSA and is approved by the EVUSA Board of Directors for a one-year term. The Grants Committee will be ratified by the EVUSA Executive Board for a one-year term. The Grant Committee Chairman is Suzanne Detol (34142 SW Johnson School Road, Cornelius, OR 97113, Email: [sdetol@aol.com](mailto:sdetol@aol.com); Text: 503-780-6163).



## EVUSA Grant Application – 2023

**Name of Applicant:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Amount of Funds Requested \_\_\_\_\_ Region \_\_\_\_\_ Club \_\_\_\_\_

Phone (work/hm) \_\_\_\_\_ Cell: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_  
\_\_\_\_\_

**When is the grant needed?** \_\_\_\_\_ **When will the activity take place?** \_\_\_\_\_

**How will the funds be used (be specific)?** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**How will the grant help promote vaulting?** \_\_\_\_\_  
\_\_\_\_\_

**How will the requested grant help increase membership in EVUSA?** \_\_\_\_\_  
\_\_\_\_\_

**How will the requested grant help promote additional Vaulting competitions?** \_\_\_\_\_  
\_\_\_\_\_

**Receipts** – Receipts for reimbursement must be attached to the official EVUSA reimbursement request form and must be submitted within 10 days of the completion of the **activity or the grant will be rescinded and no monies will be sent out.** Send to EVUSA National Office (1443 E Washington Blvd #289, Pasadena, CA 91104) or email to [office@Equestrianvaulting.org](mailto:office@Equestrianvaulting.org)

**Grant Application Due Date:** ***Must be received by March 31, 2023.*** The completed grant application form must be sent to Suzanne Detol (email: [sdetol@aol.com](mailto:sdetol@aol.com) OR mailed: 34142 SW Johnson School Road, Cornelius, OR 97113).



# OFFICIAL PAYMENT AUTHORIZATION

1443 E. Washington Blvd #289, Pasadena, CA 91104  
(t) 323/654-0800, (f) 323/654-4306, (e) info@equestrianvaulting.org

VP & COMMITTEE: \_\_\_\_\_

CHECK PAYABLE TO: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

**REQUIREMENTS  
For Reimbursement**

- \* LIST EACH EXPENSE SEPARATELY**
- \* RECEIPTS & INVOICES FOR ALL EXPENSES**
- \* USE SEPARATE FORM FOR EACH VP**

Expense must be APPROVED by: President  Executive VP  Treasurer  Secretary

Development VP  Membership VP  Education VP  Competition VP  Fundraising VP

<b>BUDGET LINE</b> <i>Determined by VP</i>	<b>EVENT/ DATE/ DESCRIPTION</b>	<b>EXPENSE Amount</b>

**TOTAL TO BE PAID:** \_\_\_\_\_

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Committee Chair*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of EVUSA Executive Officer*