



EVUSA Grant Procedures – 2024

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

NOTES: 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. Only one grant application per event will be considered. A maximum of \$500 will be given to each approved application.

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, 2024.**

PROCEDURES

- Grant requests **must be received by the Grant Committee Chairman no later than May 26, 2024.** 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 June 15, 2024.
- 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must be submitted to the EVUSA National Office within **10 days** of completion of the event, **or the grant will be rescinded and the funds will be reallocated.** Reimbursement requests can be sent to EVUSA, 1443 E Washington Blvd #289, Pasadena, CA 91104 or emailed to Office@equestrianevaulting.org. A reimbursement request form is attached to the Application form on our website.
- **If an event has already been completed prior to April 15, 2024,** a grant application may still be submitted for the Committee to consider. All requirements and procedures listed herein will apply. If a grant is awarded, all receipts for reimbursement must be submitted to the EVUSA National office, along with the official EVUSA reimbursement request form within 10 days of your notification of the grant **or the grant will be rescinded and the funds will be reallocated.**

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; Text: 503-780-6163.



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

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

TOTAL TO BE PAID: _____

Date

Signature of Committee Chair

Date

Signature of EVUSA Executive Officer