

Guidelines for financial support for GBCRA clubs

Each established club may request financial support of up to \$100 per calendar year from the general GBCRA budget. This support is intended to assist each club in its functioning by covering an irregular expenditure.

Eligible expenditures include:

- a. A fee, honorarium, or thank you gift for a guest speaker, instructor, or other non-member who is providing a service to the club, whether ongoing or on a single occasion
- b. Space rental and/or materials or refreshments for an annual celebration or special event or activity

Expenditures that are typical for the club's regular functioning are expected to be covered personally by the participants and are not eligible for this support. Examples of ineligible expenditures include usual supplies, such as cards for the Bridge Club or books for the Book Club, refreshments for regular club meetings, or members' parking or other transportation-related costs.

Process: The request for funding should be made by the club facilitator to the Treasurer and Co-Chairs. The request should appear as an agenda item on a Board meeting so the approval or reason for declining the request is documented in the minutes.

In general, this funding is not payable to a GBCRA member except to reimburse a member who has advanced the payment personally (e.g., bought the gift or paid the honorarium), with a receipt provided if possible. These funds may not be used to pay for alcohol.

An "Established Club" is defined as an interest group that has been operating for at least 6 months with regular activities, a typical participation of at least 6 members, and that invites participation from the membership at large via the newsletter and other communications. It is understood that some clubs meet more frequently or regularly than others because of the nature of the activity (e.g., Bridge Club vs. Theatre Club).

Provision for this funding will be made in the annual GBCRA budget. The Association will also cover the cost of supportive services available to all the clubs, such as a common platform for online meetings, the newsletter, and special announcements to Association members (e.g., email notice of an upcoming Stratford trip).

Additional Potential Club funding support:

Separate from the annual financial support allocation above, the Board at its discretion may make similar funds available to help a new club get started or to address an extraordinary situation.