



TO: MEA Local Leaders

FROM: Chandra Madafferi, MEA Vice President

DATE: May 15, 2019

RE: **BFCL GRANT GUIDELINES**

The BFCL grants are structured where people will have the chance to apply for funding in the fall or in the spring. You must use your funding in the time period specified on the application. If you are approved in the fall, you will not be eligible to apply in the spring.

- Fall – funds must be used between 9/1/2019 and 2/28/2020
- Spring – funds must be used between 3/1/2020 and 8/31/2020

Monies will be awarded based on the merit of the application. Members will have a window to submit their applications. Once the window has closed, the applications will be reviewed as one group and the recipients will be notified whether or not they have been approved.

Grants will be measured based on the number of people it will serve and the type of event planned. Please note, the amount of money requested may not be the approved amount. Consideration will be made to the size of the local and the number of members in good standing. We encourage planning events with other locals and being creative with the monies. Below are the guidelines:

- **BFCL Grant monies will be given for one or two events only** and may not be used for repeated events throughout the year such as monthly meetings.
- BFCL Grant monies must be used for activities that either increase member engagement or are used to recruit new members.
- Member engagement activities can be educational or social events which bring rank and file members together to help support each other and show value in our organization.
- Monies shall not be used for local community outreach projects.
- Monies shall not be used for lottery tickets, gift cards for drawings or food for meetings.

Priority will be given to locals who have not received funding in the past. Locals are encouraged to work with other locals to utilize the monies to help all MEA members in the surrounding area if appropriate.

Due to the high number of requests, not every project will be funded. This is a grant process in which applications will be reviewed and approved based on merit. Please do not spend monies in hopes to be reimbursed after the event as there is not guarantee of approval due to limited funds.