

The George DeBuchanne Community Service Project Fund Grant Application Guidelines and Instructions

Guidelines

- The purpose of the George DeBuchanne Community Service Project Fund is to financially support a photography project that advances a community-related cause. A project may be proposed by a Club member, by another photographer sponsored by a Club member, or by a community organization sponsored by a Club member.
- Any Club member applying for a grant, directly or indirectly, must have paid Club dues for the current year. The George DeBuchanne Community Service Project Fund Committee will award grants to projects that best represent the ideal of community service through photography. A grant may fund all or only part of a project.
- Funds are to be used for photography-related consumable items and for other support, and not for capital equipment. Possible items that might be funded include paper (not art paper), commercial printing, matting, teaching supplies, and other such expenses. Items that would not be considered appropriate include lenses, cameras, printers, ink, other non-consumable items or food and drinks.
- Grant recipients will be asked to give a brief talk about the project at a club meeting and to submit a brief article to the *Cable Release* about the project. The committee chair will help arrange this.
- Applications can be submitted any time by turning in a completed application at any club meeting. Every effort will be made to return a decision to the applicant within 30 days.

Instructions

1. Fill out your name and email address on the application form (below). Please write legibly.
2. Please tell the committee about your project and expected cost. Include another sheet of paper if needed.
3. When you are done, fold the form in the two places indicated so as to cover your name and email address, then tape the folded portion in place. This will let the committee evaluate the applications anonymously.
4. Give the form to the Club president, Catherine Honigsberg at any SSCC meeting. She will give your form to the committee.
5. **You will be notified of the committee's decision within 30 days of submitting your grant application (in most cases).**

Silver Spring Camera Club
George DeBuchanne Community Service Project Fund Grant Application

(fold here) _____

Name: _____

email address: _____

(fold here) _____

Please describe the goal of your proposed project and the steps you'll take to meet that goal. (include another sheet if necessary): _____

What will your expenses be? Please include an anticipated cost for each expense and the date by which you will need the grant funds. Please note that you may be awarded a grant that only covers part of your expenses.

_____ **Total expenses** _____