The purpose of the Verna Wulfekammer Memorial Trust is to support fiber related educational activities for the benefit of members of the Columbia Weavers and Spinners Guild and other fiber artists. The trust is administered as equitably as possible to all members of the Guild toward the goal of developing their talents as artists. The trust supports requests from individuals and groups. Group requests must be for a purpose that will promote the appreciation of fiber arts or further the fiber arts education of the groups’ members by providing funding for workshops, library materials, equipment purchases or other means that will enable the group to further their goals as fiber artists.

Trust funds may not be used for any political purposes. The trustees are not compensated for their work in administering the trust.

Grant applications must be received by the 21st of the month. NOTE: Grant requests must be for future events. Applicants must send one copy of the request to each Trustee to complete the application process. This may be done as an e-mail attachment. Only official forms may be used. Trust application forms can be downloaded from the Guild website (cwsgcomo.org) or may be requested from one of the trustees. Applicants are notified of the Trustees’ recommendations by the 15th day of the month following the deadline.

**GROUP REQUEST**

Applications to the Trust by groups or organizations are reviewed on how well the applications meet the following criteria:

1. **Suitability of the request** - The request must be for a purpose that will promote the appreciation of fiber arts or further the fiber arts education of the groups’ members by providing funding for workshops, library materials, equipment purchases or other means that will enable the group to further their goals as fiber artists.
2. **Relationship to CWSG or the fiber arts community** - The group must be affiliated with the Columbia Weavers and Spinners Guild or be active in the fiber arts community. Preference will be given to groups affiliated with CWSG.
3. **Goal of the request** - The application must state how the group hopes to promote fiber arts education through the use of the requested funds.
4. **Availability of funds** - Applications can be approved if adequate funds are available.

**Grantee requirements**

**Final Report** - In order for the Trust to meet the IRS requirements for a Private Foundation, a final report of the grant needs to be filed with the Correspondent Trustee within one month of the conclusion of the activity or purchase. This report needs to document the expenditures of the group’s activity or purchase, including receipts, and state the benefits obtained by the group as a result of receiving this grant.