



Australian Shepherd Club of America

Established 1957

## **FOUNDATION POLICY BOOK**

June 2019

**Australian Shepherd Club of America**

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These amended Rules and Regulations are effective June 1, 2019, unless noted otherwise.

Shaded areas indicate rule changes with **effective date** listed.

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- Formatted for 2019 style
- Removed highlighting/strike-out of 2018 rule changes

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# **1 Executive Summary**

The ASCA Foundation is organized exclusively for charitable, educational and scientific purposes, and for purposes of prevention of cruelty to animals. Such purposes include the making of distributions to organizations that qualify as exempt organizations under Section 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

The Foundation's purposes include, but are not limited to, granting educational scholarships and promoting the health and welfare of the Australian Shepherd dog.

Funding is tax-deductible and may be restricted to specific uses. The ASCA Foundation is under obligation to distribute these funds. Contributions of \$250 or more require a written substantiation of the gift to be given to the contributor.

Funds are to be distributed on a true charitable basis in furtherance of the Club's goals as outlined in the Club's mission statement. The ASCA Foundation is not limited to distributing funds to a 501(c)(3) organization; it only needs to distribute the funds in furtherance of its charitable purposes as set forth in the Application for Exemption.

Organizations or individuals who wish to apply for an ASCA Foundation grant must apply by contacting the Business Office for an application. Upon receipt of the completed application and supporting materials, the Board of Directors will vote to approve or deny the grant request.

## **2 Governance**

The ASCA Foundation is governed by the ASCA Board of Directors, who in turn are appointed to The ASCA Foundation.

Its activities may be advised by appointed parties or committees, but its actions are to be voted on and ratified by The ASCA Foundation Board of Directors.

## **3 Cee Hambo Educational Scholarship Fund**

The Cee Hambo Educational Scholarship is a scholarship granted by The ASCA Foundation, ASCA's tax-deductible charitable foundation. The ASCA Foundation is a Texas nonprofit corporation which has been granted tax-exempt status as a charitable foundation pursuant to Internal Revenue Code Sec. 501 (c) (3). The Cee Hambo Educational Scholarship Fund is one of the funds administered by The ASCA Foundation. Its intent is to provide scholarship funds to individuals with a background in Australian Shepherds seeking to extend their education beyond high school (this applies to college or trade/craft school). The fund was originally established by Cee Hambo, after whom the fund is named. The vision of this fund is to develop assets so that individuals will be funded for the duration of their schooling. The Board of Directors of The ASCA Foundation (Board) consists of the same individuals who comprise the Board of Directors of the Australian Shepherd Club of America.

### **3.1 Donations**

The Cee Hambo Educational Scholarship Fund was created exclusively to make distributions to educational organizations that qualify as tax-exempt organizations. Its purpose is to provide scholarship funds for individuals to pay for post high-school advanced education, including college and trade schools.

The Board may receive and accept property, whether real, personal, or mixed, by way of gift, bequest, or devise, from any person, firm, trust, or corporation, to be held, administered, and disposed of in accordance with and pursuant to the provisions of this document; but no gift, bequest, or devise of any such property shall be received or accepted if it is conditioned in any such manner.

### **3.2 Applicants**

Individuals who are eligible to have funds paid from the Scholarship Fund on their behalf to educational institutions shall meet the following criteria:

- A. Not exceeded the age of twenty-five (25) on the date the application is received;
- B. Obtained the grade of sophomore in high school or equivalent;

- C. Been associated with raising, handling, caring, and/or showing Australian Shepherd dogs;
- D. Demonstrated their accomplishments, awards, and activities associated with Australian Shepherds.

### **3.3 Selection**

The Board shall establish a committee, consisting of at least one of its Directors, together with outside interested parties. Priority in appointment shall be given to academic educators and long-standing and active members of the Australian Shepherd Club of America. This committee shall screen all applications and recommend qualified individuals to the Board of Directors for awards in the amounts established by the Board of Directors for that year.

- A. In no event shall any individual on the Committee participate in the decision-making process if an applicant is related to said individual. If any applicant is related to any Director of The ASCA Foundation, said Director shall recuse him or herself from any activities or decisions in connection therewith.
- B. The Board of Directors may establish other specific criteria for applications or may make any such additional restrictions and conditions as it deems necessary, but in no event should any of the conditions contained herein be abrogated.
- C. Priority in selection shall be weighted as follows:
  - Impact on the breed and activities within the ASCA community: 50%
  - Academic achievement: 20%
  - General competency as displayed in application: 20%
  - Demonstrated need: 10%

### **3.4 Distribution**

The Board of Directors shall act on the Committee's recommendations, awarding scholarships at least bi-annually (once every two years). Funds must go directly to the educational institution, and NOT to the applicant. Income or principal derived from contributions by corporations shall be distributed by the Board of Directors for use solely within the United States or its possessions. Funds can only be distributed after a vote of the Board of Directors, as reflected in its meeting minutes.

The ASCA Foundation Board shall collect applications all year-round and forward them to the selection committee, which shall make the official decision one month before the National Specialty. The winner shall be announced at the National Specialty.

## **4 Restricted Funds**

The following categories are permanently held for dedicated use as noted by the donors.

- A. Epilepsy research.
- B. Cancer research.

### **4.1 Creating/Approving New Restricted Funds**

The ASCA Foundation Board, may, at any time, create new restricted funds via approved motion reflected in the minutes.

## **5 Distribution**

Funds in The ASCA Foundation, whether special ear-marks or not, are available by application in the form of a grants. The Business Office has a form available for such applicants.

### **5.1 Applications**

The form instructions are as follows:

Please supply the following information as applicable:

- A. Significance of research as it applies to the Australian Shepherd breed.
  - 1. Background of research and preliminary work;
  - 2. Specific objectives to be performed within the grant time frame and that relate to the Australian Shepherd breed;
  - 3. Description of research design, methods, and/or tools.
- B. Expected outcomes and or potential application(s) to the Australian Shepherd breed.
- C. Anticipated problems or obstacles.

- D. Biographies, specific role on proposed project for principal investigator, co-investigators, or staff/students.
- E. References, including relevant publications of the principal investigator, co-investigators, or staff/students.
- F. Budget estimates for this study (budget should include the following categories as appropriate):
  - 1. Salary;
  - 2. Supplies and reagents;
  - 3. Clinical tests on dogs;
  - 4. Micro array costs per sample/dog;
  - 5. Office supplies, publication preparation;
  - 6. Travel to dog shows to collect samples;
  - 7. Specific and total costs to dog owners participating in the research.
- G. Project time line with dates for specific objectives to be completed.

## 5.2 Selection

Selection should be determined by the Foundation Board based on likelihood of success of project, impact on the Australian Shepherd, and demonstrated need.

## 5.3 Distribution

Once a motion reflecting approval of the grant mentioning grantee's name, organization, and monetary amount is recorded within The Foundation minutes, the Business Office will contact the grantee for payment information and remit the funds awarded.

## 6 Rescue Grants

Thanks to a generous donation to the ASCA Foundation with funds marked for rescue, from the estate of Susan Youngblood, grants are now available to eligible rescue organizations. The funds will be granted in **\$1000.00** increments, to 501(c)3 organizations that rescue primarily Australian Shepherds. Each organization can receive one grant per calendar year. (**Effective April 6, 2019**)

Applications are available from the ASCA Business Office, the Executive Secretary, and on the ASCA website.

### 6.1 Selection

The ASCA Foundation Board shall establish a committee, consisting of at least three of its Directors to review all Rescue Grant Applications. The committee will have 60 days in which to make a recommendation, on the grant, to the Board.

### 6.2 Distribution

Once a motion reflecting approval of the grant, mentioning the grantee's name, organization, and monetary amount is recorded within the Foundation minutes, the Business Office will remit the funds awarded.