

JOHN RICHARD FUND GUIDELINES **(1960-2006)**

The John Calvin Richard Fund was established by his family as a loving and living memorial to him. His love for music and theater performance was a large part of his talented but short life.

1. The Fund awards annual grants to National Association member Churches of 200 members or less which are planning a Fine or Performing Arts event in their Church.
2. No grant will exceed \$500.00.
3. All funds awarded for a Fine or Performing Arts event must be used by **April 1** of the following year.
4. The event program or bulletin must include: *“This (event, concert, etc.) has been partially funded by the John C. Richard Fund of the Congregational Foundation and the National Association of Congregational Christian Churches, of which this Church is a member.”* A copy of the program or bulletin must be submitted with the final grant report.
5. Grant Recipients must complete and submit a brief questionnaire as a final grant report within 30 days of the Fine or Performing Arts event for which the funds were received.

Deadline: All applications must be submitted using the Congregational Foundation’s Common Grant Application and Summary Grant Signature Page and must be received by the National Association office by **April 1**. Applying member churches will be informed whether they are receiving a grant by **May 15**.