

## **MANCHESTER COMMUNITY CHOIR: CHOIR ASSISTANCE FUND (CAF)**

### **Purpose of the CAF**

To provide financial help to MCC members including help with subscription fees and/or with the costs of travel and / or accommodation to choir rehearsals or other events, if they would otherwise be unable to afford to attend.

### **Eligibility**

Any member is entitled to apply, but within the first 26 weeks of their membership, awards will only be considered for subscription fees and / or transport costs to rehearsals or **local** events organised by the Choir. After the first 26 weeks, any member may apply for additional, more substantial costs, such as transport and accommodation costs of attending the annual Street Choirs Festival.

When an application is considered, the member's attendance record at rehearsals will be a factor taken into account.

### **Carers of members who are disabled**

In the case of a member who is disabled and who cannot attend choir rehearsals or our other events without a carer, the carer may be granted Honorary Membership and therefore pay no subscription fee. Help may be considered from the CAF towards other costs incurred by the carer in attending choir events, subject to consideration of a Statement of Need. In exceptional circumstances, any of the above eligibility rules may be varied, at the discretion of the panel considering applications.

### **Confidential decision making**

All applications will be considered and decided by a small panel of committee members, including the Treasurer. Applications, records of decisions and awards made will all be treated **in confidence**. The panel's decision will be final.

### **Applications**

Applications must be in writing to the Treasurer. Ask any committee member for the Treasurer's address. If necessary, any MCC member may apply on behalf of another member.

### **Statement of Need**

Applicants will be asked to outline briefly in writing their financial circumstances, the purpose of the award and how much they need from the CAF.

### **Amount of award**

The CAF has only limited funds and the panel has discretion to award what it considers necessary for travel and / or accommodation to enable the member or carer to attend the event(s) in question. This may be less (or more) than the figure in the application.

**This revised version agreed** by Trustees of Manchester Community Choir  
18-04-2019