Sun Region Chapter Education Grant Guidelines 2026-2027

These guidelines are for Sun Region EGA chapters who are seeking an Education Grant and include instructions for applying for the grant and the Education Grant Application Form.

Grant Goal: Sun Region aims to provide quality education for all region members and will continue to provide funds to chapters in 2026 and 2027. Grants in the amount of $200.00 will be awarded to chapters on a first-come, first-served basis if the educational program meets the Sun Region requirements.

Educational Events that Qualify: Grants may be used for (1) a Needle Arts Workshop with contracted teacher; (2) Other educational event intended to teach EGA members about needle arts; or (3) virtual lectures. Other educational events are considered on a case-by-case basis. Chapter programs presented or taught by members at a chapter meeting do not qualify for a grant. If you have a question regarding the qualification for your event, contact your Chapter Education Chair for guidance.

When to Apply: The Sun Region Education Chair must receive the completed Education Grant Application form prior to the educational event. There must be a minimum of 10 members registered to receive the grant. Grants are awarded after the educational event occurs. The deadline for final paperwork is December 31.

Advertise: If you have 20 members registered for a workshop, you do not need to advertise. If not, please review the Timeline information below and the advertising requirements in detail on page 2. You may begin advertising as soon as the educational event has been selected or the workshop teacher contract has been signed.

Timeline: It is necessary to allow a minimum 3 months from the time the teacher contract is signed to the educational event date. This allows for 60 days for advertising if the chapter does not have 20 members registered.

Multiple Grants: Chapters are entitled to receive one grant but are encouraged to follow the advertising process for multiple events to qualify for a second grant if money is available later in the year. If money is available, an announcement will be made at the end of August and chapters who have qualified events may apply for a second grant on a first-come, first-served basis.

NOTE: Virtual lectures presented by EGA National do not qualify for chapter grants.

Chapter Education Grant Process

Needle Arts Workshop or Lecture (including virtual lectures)

1. Select a desired Needle Arts Workshop or lecture and contract with the teacher.
2. Submit the Education Grant Application Form to the Sun Region Education Chair.
3. If you have 20 members registered for a workshop, submit a copy of the signed teacher contract and participant list to the Sun Region Education Chair who will authorize payment to the chapter after the workshop is held.
4. If you have fewer than 20 members registered, notify the Sun Region Education Chair who will arrange to advertise the workshop for 60 days.
5. After advertising for 60 days, the chapter submits the signed teacher contract and participant list to the Sun Region Education Chair.
6. The contract with the teacher is handled by the chapter. The chapter remains responsible for all required communications with the teacher.

Other Educational Event

1. Educational events other than a Group Correspondence Course must be pre-approved by the Sun Region Executive Committee.
2. Contact the Sun Region Education Chair for guidance with this process.

Chapter Size Exceptions

Sun Region may make an exception for small chapters who are unable to achieve the minimum of 10 members. This is reviewed on a case-by-case basis, and only after the minimum 60-day advertisement period has been completed. In this situation, the chapter may advertise on the Sun Region website longer than 60 days. The advertisement will remain on the website until the chapter has 10 registrants, is withdrawn by the chapter, or Sun Region exhausts its grant authorization.

Workshop or Lecture

Select Teacher and Project
Negotiate and Sign Contract with Teacher
Begin Registration

If 20 members are registered

- Submit Education Grant Application to the Sun Region Education Chair
- Submit teacher contract and participate list to Sun Region Education Chair
- The Sun Region Education Chair will authorize treasurer to mail check after the educational event.

If less than 20 members are registered

- Submit Education Grant Application to the Sun Region Education Chair
- On application, indicate date advertising will start
- Advertise for 60 days
- Submit teacher contract and participate list to Sun Region Education Chair
- The Sun Region Education Chair will authorize treasurer to mail check after the educational event.

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Chapter Education Grant Application Form

Chapter Name: _____

Application Date: _____

Event Contact Person's name, email address, and phone number:

_____

_____

Member name and mailing address to send grant check (i.e. treasurer, president, etc.)

_____

_____

What event is your chapter registering for?

_____ Needle Arts Workshop

_____ Educational Event--must be approved by the Sun Region Executive board

Name of Event: _____

Anticipated Date of Event: _____ How many members have registered? _____

If you have less than 20 members registered for the event, you must advertise for 60 days. Advertising begins when the Sun Region Education Chair receives the grant request. If you wish to continue registering and advertise later, you are responsible for contacting the Sun Region Education Chair to begin advertising.

Are you ready to begin advertising? _____

Please complete this form and mail or email to the Sun Region Education Chair:

Karen Balcanoff
kbufgtr@aol.com
12439 Teal Run Court
Jacksonville, FL 32258