

Warren Grapes Agricultural Education Fund

Constitution & By-laws

1) Name

The name of the organization shall be called the "Warren Grapes Agricultural Education Fund," hereinafter referred to as the "Fund."

2) Premises

The office of the Fund shall be located in the same place as that of the Provincial Office of the Quebec Farmers' Association (hereinafter referred to as the "QFA.")

3) Objectives

The objective for which the Fund is constituted shall be to promote agricultural and silvicultural education and learning amongst the English-speaking farm and rural community of Quebec through the provision of scholarships and grants.

4) Structure

a) Composition

The Fund shall be managed by a board of five (5) trustees nominated on an annual basis by the QFA Board of Directors, with the Executive Director of the QFA serving in an ex-officio capacity.

b) Mandate

The Board of Trustees will establish the conditions and process for the selection of recipients for disbursements from the Fund. A notice of change in such conditions and process must be forwarded to the QFA Board of Directors.

The Board of Trustees will, using the approved conditions and process, select recipients for disbursements as appropriate, within the financial means of the Fund and in accordance with the obligations imposed by law.

The Board of Trustees shall from time to time pass or change any by-laws deemed to be to the advantage in the proper and beneficial operation of the Fund. A notice of change in any by-law must be forwarded to the QFA Board of Directors.

c) Term of Office

The trustees of the Fund will take their seat on the April 1st next after their nomination, with their term of office ending on March 31st of the year following. Trustees may be nominated for more than one term. In the case when a trustee must withdraw prior to the end of his or her term, a new trustee will be nominated at the next meeting of the QFA Board of Directors to complete the balance of that particular term.

d) Terms of Operation

The Board of Trustees will meet a minimum of two (2) times per year. Quorum for a meeting will be set at three (3) trustees and all decisions will require approval by a majority of participating trustees. At the first meeting, a Chairperson and a Secretary-Treasurer will be elected by and from amongst the Board of Trustees. The Chairperson, Secretary-Treasurer and one other Trustee, to be elected by and from amongst the Board of Trustees, will be the signing officers, with any two of three signatures required for financial transactions.

e) Financial Year

The financial year of the Fund will start on April 1 of a given year, and close on March 31 of the following year.

5) Conditions

a) Expenses

The QFA will pay for the administration costs of operating the Fund.

b) Limitations

The objective listed in 3) does not permit the fund to offer to the public subscription plans, neither in one time payment or in installments, capable of permitting the subscribers or their beneficiaries to be reimbursed or to profit, in any manner, from the money paid to the Fund.

The organization shall be carried on without purpose of gain for its members, and any profits or other gains to the organization shall be used in promoting its objective. Neither the trustees nor the members of their immediate families will be eligible to receive scholarships during the trustees' term of office. The Quebec Farmers' Association will be ineligible for receipt of any project grant.

The income of the fund will be used only for charitable purposes and particularly, but without being so limited, to provide financial help judged necessary by the trustees of the Fund. The amounts paid out will derive from the interest on money collected or from the income of the Fund. However, the fund may use its financial resources other than revenues and interest to implement its objectives,

if the Fund is so authorized by at least 80% of the trustees, reaching a decision on the subject at a special meeting of trustees called for this purpose.

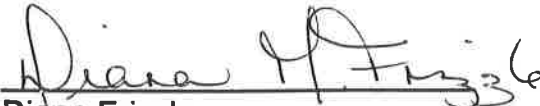
c) Dissolution

In case of dissolution of the fund, all assets remaining after payment and settlement of its debts and liabilities will be given to a registered Canadian charity or another qualified donee described in paragraph 149.1(1) of the Income Tax Act.


Approved by resolution of the Board of Trustees of the Warren Grapes Agricultural Education Fund at the meeting of September 21, 1998 in Ste-Anne-de-Bellevue, Quebec.




Chris Judd
Chairperson




Diana Frizzle
Secretary-Treasurer



Albert Sylvester
Trustee



Cindy Duncan McMillan
Trustee



Peter Riordon
Trustee

Annex 1

Statement of Activities

a) Fundraising

The Board of Trustees will conduct a fund raising campaign once a year, which will be publicized through advertising as well as by direct mail solicitation to potential donees. An annual report and financial statement will be furnished to the Board of Directors of the Quebec Farmers' Association, as well as to other bodies required by law.

b) Disbursements

The trustees will undertake to carry out all actions or trusts capable of fulfilling the objective of the Fund and, in particular, to supervise and manage the Fund to support those who wish to pursue agricultural and silvicultural education and learning as determined by the trustees of the fund. These will include:

i) Scholarships

The creation of scholarships for the purpose of supporting individuals who wish to pursue secondary and post-secondary studies in a recognized agriculture or silviculture program.

Eligible individuals will be those accepted to and registered at a recognized secondary or post-secondary institution in agriculture or silviculture studies.

The scholarships will be publicized through advertising, institutional and organizational promotion (i.e. schools), as well as via direct mail solicitation where appropriate.

Recipients will be screened for eligibility and chosen by the Board of Trustees of the Fund. The trustees will take into consideration any recommendations and/or references that might accompany an application.

Selection criteria will include any of the following: exceptional achievement, talent, exceptional need, or as determined otherwise by the Trustees of the Fund.

The number and amount of scholarships will be limited to the monies available for disbursement in any given year. These will be determined each year by the Board of Trustees and publicized as part of the promotional campaign.

The scholarships will be a direct grant of monies to the recipient to cover any and all reasonable costs related to the pursuit of studies in a recognized agriculture or silviculture program.

Recipients will be required to submit a written report of how the awarded monies have been spent, and this within six (6) months of receipt of the bursary.

ii) Project Grants

The awarding of project grants for the purpose of supporting institutions or organizations which wish to undertake a project consistent with the objective of the Fund.

Eligible institutions or organizations will be those which can demonstrate that they have the intent and capacity to carry out the proposed project in a manner consistent with the objective of the fund.

The project grants will be publicized through advertising, institutional and organizational promotion (i.e. schools), as well as via direct mail solicitation when appropriate.

Recipients will be screened for eligibility and chosen by the Board of Trustees of the Fund. The Trustees will take into consideration any recommendations and/or references that might accompany an application.

Selection criteria will be based on the applicants' capacity to undertake the project, the proposed program in relation to meeting the objective of the Fund, and the innovative nature of the activities.

The number and amount of project grants will be limited to the monies available for disbursement in any given year. These will be determined each year by the Board of Trustees and publicized as part of the promotional campaign.

Approved projects will receive a direct grant of monies to cover any and all reasonable costs judged pertinent to the completion of the project in pursuit of the objectives of the Fund.

Recipients will be required to submit a written report on how the awarded monies were spent, and this within three (3) months of the agreed upon completion date of the project.