

# East Coast Sage Circle Leadership Fund Policy

Business Area of Responsibility: Treasurer  
Author: Treasurer and Administrative Director  
Status: Approved on June 20, 2004

## **POLICY:**

East Coast Sage Circle, Inc. (ECSC) wants to support the women who show potential and are committed to becoming Facilitators and Team Leaders. A Leadership Fund has been established by ECSC to financially assist these women. The awarding of the leadership fund is determined by a consensus of the leadership fund committee. The amount of the leadership fund will be determined at the beginning of the fiscal year by the Board of Directors of ECSC. To empower women to invest in their personal growth, ECSC awards only partial scholarships.

## **DEFINITIONS:**

A partial scholarship is at the discretion of the leadership fund committee based upon the total amount of leadership funds available for the fiscal year, as determined by the ECSC board of directors. The leadership fund committee is comprised of the Director of Training and the Treasurer of the ECSC Board of Directors, and of a Team Leader and Facilitator as appointed by the Director of Training.

## **PROCEDURE:**

The Leadership Fund will help cover partial cost of Woman Within 2 and/or other workshops necessary for women to become Facilitators and Team Leader as required by the licensor excluding Women Empowering Women, and the one day staff training.

The leadership fund committee may choose to award travel expenses to a Facilitator in Training (FIT) 2 and FIT 3 to help her gain experience.

To be eligible to apply to the Leadership Fund, a woman must:

1. Show financial need
2. Show potential as a facilitator or team leader
3. Be committed to using her leadership in the ECSC community
4. Have completed the one day staff training and WEW
5. Have staffed a minimum of 3 times and/or served in other leadership capacity within the community

A woman will request a Leadership Fund application from the Administrative Director and complete it at least 30 days in advance.

There is no guarantee that woman would receive any funding even if she were the only applicant.

**EAST COAST SAGE CIRCLE  
LEADERSHIP FUND APPLICATION**

NAME \_\_\_\_\_

-

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: HOME \_\_\_\_\_ WORK \_\_\_\_\_

EMAIL \_\_\_\_\_ FAX \_\_\_\_\_

**REQUESTED WOMAN WITHIN 2 DATE AND LOCATION**

\_\_\_\_\_

**REQUESTED WOMAN WITHIN TRAINING WEEKEND TRAVEL EXPENSES  
AND DATES (FIT 2 and FIT 3):**

\_\_\_\_\_

Please state your reason(s) and need for a scholarship and include the following: (use the back of this page to write). Please be detailed.

- How much can you pay?
- Include any special circumstances which impact your finances
- Include how many people you support financially.
- Include a declaration stating your intentions for your positions in the community

**Applications that do not include the above required documents and explanations will be returned.**

**SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**FOR EAST COAST SAGE CIRCLE OFFICE:**

**Date received:** \_\_\_\_\_

Leadership Fund application complete: \_\_\_\_\_

Leadership Fund application. Returned \_\_\_\_\_

Leadership Fund Committee Approved \_\_\_\_\_ Total Amount \_\_\_\_\_ Date \_\_\_\_\_

Applicant informed on \_\_\_\_\_