

NSS Matching Funds Guidelines for Assemblies, Circles and Regions



1. The National Assembly, at its discretion, at any regular meeting, may designate a National Fraternal Fund Raising Project for all Assemblies/Circles/Regions and designate a contribution for such. The current contribution for any National Fraternal Fund Raising Project shall be \$1.00 for each \$1.00 raised by the Assemblies/Circles/Regions
2. The Assemblies/Circles/Regions may conduct their own benevolent and charitable projects in their local communities. The National Assembly will match these projects on a \$1.00 for \$1.00 basis. The **MAXIMUM** amount, on a local matching funds level, shall be limited to no more than **\$500.00** for each event in a calendar year.
3. Each Region is eligible to conduct Matching Funds events. Events should be conducted by both adult members and Youth Circles. Events should also be conducted to support the NSS PVR Scholarship Fund and the NSS Heritage Museum. Each Assembly that is present at a Region Matching Funds Event will receive five (5) points in the "Fraternal Tracking" program.
4. Each Assembly or Circle is eligible to conduct Matching Funds events. Assembly events should be conducted by both adult members and the Youth Circles. Events should also be conducted to support the NSS PVR Scholarship Fund and the NSS Heritage Museum. Each Assembly will receive ten(10) points to the "Fraternal Tracking" program for each event conducted.
5. Direct donations from Assembly/Circle/Region bank accounts **DO NOT** qualify to receive funds from the NSS Matching Funds program. The purpose of the Match Funds program is to get members together to actively participate in an Assembly/Circle/Region fund raising project.
Exception: Direct Donations from an Assembly/Circle/Region bank account to a "National Fraternal Fund Raising Project "selected by the National Assembly can be matched from the NSS Matching Funds Program.
6. In order to qualify for Matching Funds on the Assembly/Circle/Region level, you must submit the proper form to the Secretary-Treasurer,CFO. This form must be completed by the Assembly/Region and also the charitable institution involved.
7. To receive Matching Funds, an Assembly/Circle/Region **MUST** verify that their project is for a fully qualified, not-for-profit charitable institution, organization or drive. The rulings of the Internal Revenue Service shall define this designation and prevail. Keep in mind that the charitable group **MUST** verify the event and donation before the Home Office will send a check for the Matching Funds, **IMPORTANT: PART I and PART II of the Matching Funds Verification form have been combined on to one(1) page. Submit the form at the conclusion of your event.**
8. The Assembly/Circle/Region holding a qualified Matching Funds Event is required to publish these events in the National News, at least thirty (30) days prior to commencement of the event and also an article of the final results prior to the Home Office releasing the Matching Funds.
9. Fraternal Fund Activity Donations **CANNOT** be used to enhance Matching Funds from any given event or project.
10. In case of an emergency the minimum thirty (30) day notice may be waived at the discretion of the President & CEO.
11. Articles should be placed in the "National News" to promote and urge other Assemblies/Circles/Regions to hold such charitable Matching Funds events and to also inform others of the guidelines and funds available.
12. Effective December 1, 2022, the guidelines as set forth in this report shall supersede any and all other previous Matching Funds Guidelines.