

## **TNA POLICY AND PROCEDURES FOR ADMINISTERING TNA GRANT PROGRAM FOR IMPROVING YOUR LIBRARY**

The TNA will award 5 Educational Grants to its members for the purpose of purchasing Numismatic Related Books and Periodicals for their library. Each Grant will be in the amount of \$125.00.

To be eligible the person must be a member in good standing during the year of the drawing and the two years prior to the year of the drawing. Chapter/Club members are eligible. A prior Grant recipient is not eligible for this Grant until two years has passed from the receipt of the prior Grant (Must skip two drawings).

Eligible participants should mail or email an entry form or document containing the required information to the Drawing Administrator, who currently is:

Jack E. Gilbert  
1093 Sunset Ct  
Keller, Texas 76248  
[gilbej@yahoo.com](mailto:gilbej@yahoo.com)

The entry must indicate that it is for the Library drawing and include the following information:

Name - \_\_\_\_\_  
Address - \_\_\_\_\_  
City, State Zip - \_\_\_\_\_  
Telephone Number - \_\_\_\_\_

(you may complete the above contact info and use this page as an entry form)

All entries must be received during the time period established each year and detailed in the TNA News. Generally, such time period shall be August 1<sup>st</sup> through the end of the year depending on when the drawing is scheduled.

Each email entry shall be printed and maintained with the entries received by mail by the Drawing Administrator. A numbered lottery ticket will be assigned (and stapled) to the paper entry form and the other half deposited in a container.

On the designated date for the drawing, a random drawing shall select 2 tickets for the Summer Seminar winners and then 5 tickets for the Library Grant winners. Winners of the Summer Seminar will not be eligible to win the Library Grant. Each winning entrant's eligibility will be validated by comparing the entrant's name with the official TNA membership records maintained by the Secretary of the TNA. If a winner is not validated by the Secretary, another ticket shall be drawn until there are the correct number of validated winners for each program. Winners shall be promptly notified.

Copies of receipts and documentation for the purchase of the books (including electronic books and periodicals) will be required with reimbursement to be promptly made. The Grant may not be used to renew memberships. The Grant should be used, and receipts received by, the last day of February of the fiscal year of the drawing. The Grant, if not used, shall expire at the time of the next drawing.

The TNA reserves the right to modify or cancel this Grant Program at any time at the discretion of the TNA Board.