

## OFDDA POLICIES

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### ADMINISTRATION OF THE W. BRUCE WILLIAMS FUND

#### 1.0 **PURPOSE**

The purpose of this Policy is to establish rules for administering the W. Bruce Williams Scholarship Fund.

#### 2.0 **SCOPE**

This Policy applies to all persons directly or indirectly associated with the Oregon Fire District Directors Association.

#### 3.0 **GENERAL PROVISIONS**

3.1 The name of the Scholarship shall be the “W. Bruce Williams Scholarship Fund, Honoring our Fire Service Volunteers in Rural Communities”.

3.2 The purpose of the Fund is to provide tuition and expenses for fire district personnel in Oregon so that they may attend conferences and training.

3.3 Awards shall be made to a district, and not to a specific individual. The district shall determine who attends the training or conference on behalf of the district.

3.4 The award shall be made annually or as funds allow. Districts shall apply for the funds in a manner approved by the Oregon Fire Districts Directors Association (OFDDA). Priority for the award shall include but not be limited to the following criteria:

- Economic needs of the district.
- District has not had the ability to attend previous conferences or training.
- Commitment of the district to utilize the award.

#### 4.0 **CRITERIA**

4.1 Districts to be eligible shall have a total annual assessed valuation in the lower 25 percent of fire districts as determined by the Oregon Department of Revenue.

#### 5.0 **ADMINISTRATION**

5.1 The Fund shall be managed by the OFDDA, a 501 (C) 3 non-profit organization. All powers in the administration of the Fund shall be exercised by the Board of

Directors of OFDDA or by any person authorized by the Board. Funds will kept in a separate account, segregated from the general funds of the Association and designated by a line item in the budget.

- 5.2 When possible, awards made from the Fund shall be from the interest of the Fund, unless determined otherwise by the Board.