

Faith Expression and Funding Team of the Council for Faith in Action

The Unitarian Universalist Church at Washington Crossing
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PROCEDURE TO OBTAIN FUNDING FOR DONATIONS AND SOCIAL JUSTICE PROJECTS

UUCWC Vision Statement

UUCWC will be an inclusive faith community, focusing our energy and resources on spiritual deepening, thereby challenging us to become a dynamic and recognized force in our community

The Faith Expression and Funding Team of the Council for Faith in Action is charged with disbursing the fifty percent of the plate funds that are designated for social justice. Policies and procedures have been established to ensure these funds are distributed in a fair and thoughtful way.

Social Justice support comes under two general categories:

Donations to an organization or cause: For example, a contribution to the Equal Justice Initiative, the Unitarian Universalist Service Committee, or Anchor House.

Social Justice Projects or opportunities for “hands-on” involvement in an activity or project: An example of a project would be the HomeFront Tutoring Program or the Social Justice Family Brown Bag dinners. Please include an itemized budget of anticipating expenses for your project, if needed.

Submitting a request for support:

1. Any UUCWC group, member or friend of UUCWC may submit a proposal for a social justice project or for a donation. **The funding request form (attached) is available at the FEFT section of the UUCWC website** and can be completed and submitted via email or printed out and put in the CFA mailbox in the church office. The form must be completed in its entirety or the approval process will be delayed.
2. All projects and donations should affirm and promote UUCWC’s mission, vision and illustrate a connection to our eight principles.
3. If requesting funds for a project, please keep in mind UUCWC’s goals for social justice projects:

- To involve as many members of our community as possible in social justice work and to highlight the relationship between social justice work and our search for meaning and spiritual deepening.
 - To encourage new ideas and fresh approaches to social justice work.
 - To magnify the impact of UUCWC's social justice activities through coordination and collaboration.
4. FEFT meets regularly. Proposals are reviewed at the meeting following their receipt. ***If you have a timeline, please plan accordingly.***
 5. Of particular importance when reviewing the funding requests:
 - All information requested on the funding request form must be provided.
 - Organizations will be thoroughly vetted for their purpose and financial strength.
 6. Once a decision has been made on a request, applicants will be informed by email. The donation will be made, or if a project was approved, the message will include the procedure for requesting expense reimbursement.
 7. If the funding was for a project or event, the funding requestor will provide a write-up to FEFT about the project or event, including describing how the money was used, so it can be shared with the congregation via the newsletter and/or website.

TIME-SENSITIVE REQUESTS

Issues, actions or events may come up that require action in an expedited time frame. The Faith Funding and Expression Team shall do its best to address proposals that require “emergency” action prior to its next meeting, but this may not be possible, especially if the required time frame is particularly short. To facilitate this process, it is strongly recommended that the proposal be as complete as possible and submitted in an electronic format.