

DRAFT FOR DISCUSSION PURPOSES ONLY

Endowment Investment and Distribution Policy for the UUGSB Legacy Social Action Fund

Bylaws Amendment

6.2.2 The ENDOWMENT COMMITTEE shall be the custodian of all Endowment Funds. The purpose of Endowment Funds is to provide for the long-term financial health of the Fellowship and to support its mission. The monies in these funds shall be invested and managed in accordance with the guidelines and procedures established by the Board of Trustees and in accordance with the laws of the State of New York.

6.2.2.1 The Fellowship hereby establishes the following permanent Endowment Subfunds. These subfunds are intended to receive gifts, bequests, and other contributions designated for their stated purposes.

6.2.2.1.1 The “General Endowment Fund” for the general long term health and sustained operations of the Fellowship.

6.2.2.1.2 The “UUGSB Legacy Social Action Fund” to support the social justice ministries of the Fellowship.

6.2.2.2 The Endowment Committee shall distribute a portion of each endowment fund to support the mission of the Fellowship annually. The annual payout shall be calculated as 4% of the average market value of the fund over the previous 5 quarters. The Board of Trustees may return part or all of any distribution in any given year when those funds are not required for fulfillment of the mission of the Fellowship.

6.2.2.3 Funds in excess of the amount authorized in 6.2.2.2 above can be borrowed, spent, or encumbered only if approved at a duly called Congregational Meeting by a two-thirds vote of all voting members.

6.2.2.4 The Endowment Committee shall consist of three (3) members, one member elected each year for a staggered three (3) year term. The Board Treasurer shall be an ex-officio, non-voting member. The committee shall submit a report for the Annual Meeting setting forth the beginning and ending value of the funds and any additions or disbursements, loans or encumbrances made during the last fiscal year.

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UUGSB Legacy Social Action Fund Policy

Purpose: The “UUGSB Legacy Social Action Fund” shall be used to advance the social justice ministries of the Fellowship, addressing local and global issues that threaten peace and dignity, guided by empirical evidence, justice, compassion, and love.

Social Action Committee (SAC): The Social Action Committee’s purpose is to make decisions on Social Justice priorities annually and approve related expenditures consistent with the annual budget approved by the Fellowship. The SAC will strive for Social Justice programs that are thoughtfully chosen and designed, actively supported, engaging new participants, and have a positive impact on the community.

Key Decisions: Select the focus areas and specific social justice projects. For a typical year, 3 focus areas and up to 5 projects may be chosen. Each project must be renewed annually by petition and must have the support of the Minister and Staff Lead connected to the ministry area before submitting the proposal. Decisions of the Social Action Committee are by consensus where possible, and by the majority when not.

Membership:

- The SAC comprises five Fellowship members (one of which is also a member of the current Board of Trustees) and the minister, if one is currently serving the Fellowship. The minister is a non-voting member.
- Members should have experience participating in social justice activities in the fellowship.
- Members of the SAC must be members in good standing of the Fellowship.
- Members of the roundtable may not be petitioners of any focus area for the year (SAC members may of course volunteer subsequently in funded initiatives).
- Members must commit to serving for the full year.

Meetings will be held four times per year:

- August (Convening, Planning, and Issuing the Annual “Call to Congregation”)
- September (Selecting Projects)
- December (Mid-Year Progress check-in and course realignment)
- June (Year-End Review and selection of members for the following year)

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Project Selection Criteria

- Expected Positive Impact
- Significance and timeliness of unmet needs
- Alliance Building Value
- Involvement by a wide diversity of members
- Visibility in the community
- Fit with other Fellowship programs

A petition to the SAC need not be lengthy but must contain the following:

1. **Project Description:** 50-100 words on the Who, What, Why, Where, and How of the Project. Be straightforward.
2. **Purpose and Theological Motivation:** One or two short, focused sentences about what your proposed ministry will do to transform lives and communities. One or two short, focused sentences on the theological ground of this project and its connection to the mission and vision of UUFSB.
3. **Task Force Members:** *minimum of five people* (fewer than five people are free to pursue a cause on their own without the name of the congregation, the social justice team, or the use of congregational resources/staff).
 - a. One person must be willing to be accountable for overseeing the use of funds and the diligent conduct of the project.
 - b. Each member of the task force must be a current Fellowship member willing to contribute at least 40 hours to the project in the plan year.
 - c. The Minister (when one is serving the Fellowship) must signify support in principle of the project
4. **Timeline and Goals:**
 - a. Key activities, calendar, and milestones envisioned in the project
 - b. Money or other resources needed
 - c. How will members of the congregation be directly involved in doing the work?
 - d. How many members do you expect can be involved?
 - e. With which external partners will you ally to expand the effectiveness?
 - f. Measures of success
5. **Engaging the Congregation:** How will your team engage the congregation as a whole? Is there another congregation/nonprofit with whom we can partner?
6. **Partnerships:** With what other organizations will you ally in doing this work?