



## WHAT IF I HAVE AN EMERGENCY FINANCIAL NEED?

Any member/friend of the Unitarian Universalist Congregation of Northern Chautauqua who is facing emergency financial need may request assistance.

Contact the minister directly, or leave voice mail at 716 679-7944, or send an email to [information@uucnc.org](mailto:information@uucnc.org). Messages will be relayed to the minister.

During July and August, when the minister is on leave, or when there is no minister under contract to UUCNC, contact the Caring Circle or the Committee on Ministry directly, or use the telephone number or email address above, and your message will be relayed to the appropriate person.

Gifts from the Minister's Discretionary Fund are limited by the amount contributed to the fund.

Questions? Speak with the minister, the Caring Circle or Committee on Ministry chairperson, or the Treasurer.



## DONATIONS

There is only one appeal per year, inviting congregants to give to the **Minister's Discretionary Fund**.

The annual appeal will be held during **January 2025** as that month's Share the Plate effort.

However, anyone may contribute to the **Minister's Discretionary Fund** at any time, by writing a **check to UUCNC, with the memo "MDF."**

The full amount of all contributions received for the **Minister's Discretionary Fund** is available to assist members/friends of the congregation, through a dedicated, confidential UUCNC checking account.



## Unitarian Universalist Congregation of Northern Chautauqua

Mailing address:

PO Box 11, Fredonia NY 14063

Physical address:

222 Temple St, Fredonia NY 14063

Voice Mail: 716 679-7944

Email: [information@uucnc.org](mailto:information@uucnc.org)

Website: [www.uucnc.org](http://www.uucnc.org)

Online calendar:

<https://tinyurl.com/caluuucnc>

[Facebook.com/UUCNC](https://www.facebook.com/UUCNC)



## MINISTER'S DISCRETIONARY FUND

Established by the **Unitarian Universalist Congregation of Northern Chautauqua** to provide confidential assistance to members/friends of the congregation facing emergency financial need



## HOW IT WORKS

**The Minister's Discretionary Fund of the Unitarian Universalist Congregation of Northern Chautauqua** is a separate, confidential checking account that the minister (or, in their absence, a designated member of the Caring Circle or the Committee on Ministry) can use **to provide confidential assistance to members/friends of the congregation facing emergency financial need.**

Contributions to the fund are made by **donations from individuals.**

**Once each fiscal year, congregants will be asked to contribute to this fund.** Additional gifts may also be made to this fund at any time, but **there will be no additional appeals** to request donations within the same fiscal year.

In keeping with IRS regulations, **no contribution may be designated for the benefit of any particular recipient;** i.e. an individual donating to the fund may not specify that the gift is to benefit a particular person/family in need.

The minister is authorized to make disbursements from this fund **at their discretion.**

**One member of the Caring Circle and one member of the Committee on Ministry** (each of whom is a voting member of the congregation) will be designated to make disbursements from this fund. These individuals will make such disbursements at their discretion, only in the absence of the minister (e.g. during the summer) or when no minister is under contract.

The Caring Circle and/or the Committee on Ministry and/or their designees may advise the minister on potential disbursements from this fund.

Gifts from the fund may be made only to members or friends of the congregation. Whether an individual is considered a "friend" of the congregation is at the discretion of the minister (or, in the absence of the minister, the designated member of the Caring Circle or Committee on Ministry who is authorized to make disbursements).

Disbursements may be made only by check to the recipient.

No distribution may be made to the minister or to any member of their family, nor to any other employee or to any member of their family.

The minister (or, when no minister is under contract, the designated member of the Caring Circle or the Committee on Ministry who is authorized to make disbursements) will provide an annual report to the Executive Board with all amounts paid out by the fund, listing dates and purposes of the payments (but not the names of recipients).

The Treasurer will review the canceled checks to confirm adherence to the written policy and will keep confidentiality around any details.

