

## ENDOWMENT PROPOSAL GUIDELINES

**Endowment mission:** To support the long term mission of Unitarian Universalism and our congregation.

**Description:** The principal of the Endowment Fund is never spent and, like an inheritance, is passed on to benefit future generations. Part of the income from investment earnings will be offered to enhance and support the mission of the Fellowship by means of funding special projects such as promoting social justice, arts, outreach, education and leadership programs - that frequently cannot be funded by the annual budget.

### Guidelines to submit a proposal:

1. Project title and summary in one sentence
2. How does your project fit with the Endowment mission (above)? What are your objectives?  
[Projects funded by the General Operating Budget are not eligible.]
3. Describe the project, people/committees involved. Include support letters from others who will be helping with your project or who need to give permission for the project. If the project requires volunteer effort, describe how that will be accomplished.
4. What is the time frame for your project?
5. How much money are you requesting? If the project requires more resources than the endowment funds, explain how you will fund the remainder of the project. If your project includes purchases, include copies of ad sheets or other documents to show costs or range of costs.
6. If applicable, include any other information that will help the Endowment Trustees to understand your proposal.
7. Deadline: Submit your proposal and supporting documents to the trustees by August 15, 2021
8. A final report should be sent to the trustees at the completion of the project that includes summary of request, people/committees involved, accomplishments, and accounting of funds used. Further work needed on this project may also be included. Pictures, testimonials, or other documentation of the project would be appreciated.

**Send your proposal to all three Trustees: [endowment@uufp.org](mailto:endowment@uufp.org)**

Roy Schilling: [va\\_skibums@hotmail.com](mailto:va_skibums@hotmail.com)

Judy Remsberg: [remsburg2@msn.com](mailto:remsburg2@msn.com)

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