

UUA-UUSC Gulf Coast Relief Fund Funding Panel Charter

Our Charge: To distribute funds raised in the 2005 UUA-UUSC Gulf Coast Relief appeal in a manner consistent with donor expectations as reflected in official communications from UUA President, Rev. William Sinkford and UUSC President, Charlie Clements:

- Ø Relief and recovery from hurricanes Katrina and Rita for UU congregations so that their ministries in their communities can be restored – (approximately 1/3 of funds)
- Ø Relief and recovery from hurricanes Katrina of the most marginalized and most needy communities – (approximately 2/3 of funds)
- Ø 95% + of total funds go directly to relief and recovery grants, with 5% or less funding administrative expenses.

Additional Goals:

As additional goals in support of this charge, the Funding Panel will endeavor to:

- Ø “Make a difference” by funding grants that will have lasting impact and/or by funding needs that wouldn’t have found relief from other timely sources;
- Ø Fund recovery efforts that will help lead to a vibrant, robust UU presence in New Orleans and impacted Mississippi communities with a UU community presence.
- Ø Establish a successful platform for future disaster response efforts of the UUA and UUSC by documenting, evaluating and broadly communicating the process and results of the Panel’s work.

Timeframe:

The Funding Panel convened for its first meeting September 21-23, 2005, within weeks of Hurricane Katrina and the initial appeal for the UUA-UUSC Gulf Coast Relief Fund. It is anticipated that due to the severity of the disasters recovery of communities and congregations could require years. The Funding Panel will operate at least through December, 2006 at which time evaluation of remaining funds and needs will dictate any further timeframe for its work.

Currently, the Funding Panel meets by teleconference bi-weekly. The Funding Panel attempts to use consensus to reach funding decisions, but in order to respond to needs in a timely manner, majority vote of the Panel will be employed if consensus fails. The Funding Panel will clearly communicate with its Advisory Boards regarding requirements for grant proposals, regular reports, the monitoring/evaluation of grant recipients’ use of funds. Reports from the Funding Panel meetings, a summary of grants funded, and total amounts of fund income and awards granted will be posted on the UUA website at <http://www.uua.org/news/gulfcoastrelief/>. Through the UUA Administration, the Funding Panel will provide status reports to the UUA Board of Trustees.

Resources:

Financial:

- Funds raised through the UUA-UUSC Gulf Coast Relief Fund appeal. Account balance will be maintained through by UUA staff in the departments of development and finance. UUA Executive Vice President, Kay Montgomery, personally authorizes all expenditures of the funds.

Key People/ Institutional Involvement

- UUA Executive Vice-President Kay Montgomery oversees all distribution of funds and maintains close watch over the entire Gulf Coast Relief efforts.
- UUA Advocacy and Witness Staff Group Director, Rev. Meg Riley, chairs the Gulf Coast Panel and coordinates the working groups.
- The Panel members (see below).
- UUA Stewardship and Development Staff Group members, especially Marcy Bailey-Adams and Larry Stritof, oversee all incoming funds and send out regular updates.
- UUA Director of Church Staff Finances, Ralph Mero, oversees disbursing funds to professional leaders in New Orleans.
- UUA Director of Congregational Fundraising Services, Wayne Clark, provides assistance to congregations in the affected areas through the Mississippi and New Orleans working groups.
- Erik Kesting provides administrative support to the Gulf Coast Panel.
- UUSC Deputy Director Mark McPeak coordinates all UUSC participation and is the liaison to the UU Congregation of Shelter Rock, NY, about their matching grant of \$500,000 to the Gulf Coast Relief Fund.
- Martha Thompson, Program Mgr., Human Rights in Emergencies and Disasters at UUSC, coordinates the disbursement of community funds.

Organization & Process:

The Funding Panel reports to the UUA and UUSC Administrations through UUA Executive Vice President, Kay Montgomery and UUSC Deputy Director Mark McPeak.

The Funding Panel members are:

- Rev. Meg Riley (Chair), Director, UUA Advocacy & Witness Staff Group
- Ms. Eunice Benton, District Executive, Mid-South District of the UUA
- Rev. Steve Crump, Sr. Minister, Unitarian Church of Baton Rouge
- Dr. Becky Cureau, Unitarian Church of Baton Rouge
- Rev. Jacqueline Luck, Minister UU Church of Jackson, MS and Our Home UU Church of Ellisville, MS
- Joe Sullivan, President, Southwest District of the UUA
- Martha Thompson, UUSC Program Mgr., Human Rights in Emergencies and Disasters

Three advisory boards—“*Community Funds*”, “*New Orleans Strategic Planning for Unitarian Universalism*,” and “*Mississippi Strategic Planning for Unitarian Universalism*”—support the charge of the Funding Panel. The organization of the Funding Panel and its supporting advisory boards are depicted on the attached *Gulf Coast Relief Fund Organizational Chart*. The primary responsibilities of the advisory boards are to evaluate and recommend specific proposals for funds to the Funding Panel in accord with the purpose of the Fund. The specific charges developed for each of the advisory boards are attached.

- Hillary Goodridge, Director of the UU Funding Panel, chairs *the Advisory Group on Community Funds*.
Its members are:
 - Rev. Steve Crump, Sr. Minister, Unitarian Church of Baton Rouge, LA
 - Atema Eclai, Senior Program Director, UUSC
 - Nsombe Lambright, Executive Director of ACLU Mississippi, Jackson MS
 - Jacqueline Luck, Minister of UU Church of Jackson, MS and Our Home UU Church in Ellisville, MS.
 - Kimberly Richards, People’s Institute for Survival and Beyond, New Orleans, LA
 - Rev. Meg Riley, Director of Advocacy and Witness, UUA
 - Martha Thompson, UUSC Program Manager in Human Rights and Emergencies and Disasters
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- Rev. Burton Carley, UUA board representative for the Southwest District, and Senior Minister in Memphis, Tennessee, chairs the *Working Group on Strategic Planning for New Orleans*.
Its members are:
 - Jyaphia Christos-Rodgers, First Church, New Orleans LA
 - Wayne B. Clark, Ph.D., Director of Congregational Fundraising Services, UUA
 - Dr. Rebecca Cureau, Member of Unitarian Church of Baton Rouge, LA
 - Mary An Godshall, Member of Community Church, New Orleans, LA
 - Marilyn Malone, Member of North Shore UU Congregation, LaCombe, LA
 - Rev. Marta Valentin Chase, Minister, First Church, New Orleans, LA
 - Rev. Jim VanderWeele, Minister, Community Church of New Orleans, LA.
 - Mark Westergard, Southwest District
- Eunice Benton, District Executive, Mid-South District of the UUA, chairs the *Working Group for Mississippi*.
Its members are:
 - Cindy Brown, Hattiesburg UU Fellowship, Hattiesburg, MS
 - Luanne Buchanan, UU Congregation of Oxford, MS
 - Robin Clark, Our Home UU Church, Ellisville, MS
 - Pat Cruise, Our Home UU Church, Ellisville, MS
 - Gwen Dennis, Hattiesburg UU Fellowship, Hattiesburg, MS
 - Margaret Drake, UU Church of Jackson, MS
 - Melinda Harthcock, Gulf Coast UU Fellowship, Gulfport, MS
 - Hank Jaeckel, UU Fellowship of Tupelo, MS

- Mike Keyes, Gulf Coast UU Fellowship, Gulfport, MS
- Gail Stratton, UU Congregation of Oxford, MS
- Gwen Wages, UU Fellowship of Tupelo, MS
- In additional consultation with:
 - Sherril Arnold, Mobile, AL
 - Wayne B. Clark, Ph.D., UUA
 - Rev. Jacqueline Luck, Jackson & Ellisville, MS
 - Rev. Doak Mansfield, Laurel, MS

Accountability:

The UUA Administration through President, Rev. Bill Sinkford and the UUSC through President, Charlie Clements, are accountable to the individual and institutional donors to the UUA-UUSC Gulf Coast Relief Fund for accomplishing its purpose. The Funding Panel reports and is accountable for accomplishing its charge to the UUA Administration through the Executive Vice President, Kay Montgomery, and to the UUSC Vice President, Mark McPeak.

To support these accountabilities the Funding Panel will:

- Ø Publish reports of its meetings within 30 days on the UUA website at <http://www.uua.org/news/gulfcoastrelief/>.
- Ø Maintain a current account balance of the Fund and post a fund balance update along with its reports on the website;
- Ø Respond in a timely manner to funding requests from the Advisory Boards;
- Ø Provide special reports to the UUA Administration and/or the UUSC as requested;
- Ø Monitor general use of funds by recipients through reports that recipients are required to send back.
- Ø Evaluate and report on the results of the funds granted to recipient organizations when the project is complete.