

# **ROY PARKS MEMORIAL SOCIAL JUSTICE FUND GRANT**

## **CRITERIA AND PROCEDURES**

- The Grant Fund is to be administered by the Social and Environmental Justice Committee (S&EJC). A Sub-Committee of the S&EJC will be formed to manage grant application process, to review grant applications annually, and make recommendations to the full S&EJC for approval.
- Annual award application period is based on the calendar year (Jan. 1 – Dec. 31). Proposed schedule: Applications accepted in the 1<sup>st</sup> quarter (Jan. 1- Mar. 31); application review period in 2<sup>nd</sup> quarter (Apr. 1 -Jun. 30); grant to be awarded in the 3<sup>rd</sup> quarter (after July 1). Emergency grant applications will be accepted on a case-by-case basis.
- Recommended grant program: Award a maximum of \$5,000 total per year, with individual grants having a maximum of \$2,500. The total number of grants to be awarded per year will depend upon the amounts requested by applicants. This allows the program to last for at least 5 years, barring emergency grants.
- Eligibility to apply for grants will be limited to S&EJC sponsored projects or to not-for-profit organizations directly serving the residents of Sussex County, whose Justice work aligns with UUSD's Mission, Vision, and Resolution of Conscience. It is not necessary for grant recipients to be 501c3.
- No awards from the Fund will be given to UU denominational entities (such as UUA, UUSC, etc.)
- Priority will be afforded to S&EJC projects and to organizations with which we already have a relationship.
- Except in case of emergency no grant shall be made to a current or prior recipient of a Share the Plate (STP) donation within one year of the donation. New STP recipients will be advised they can apply for a grant from the Fund after one year.
- On a case-by-case basis, applications made but declined in one year will be deemed eligible to be carried over to the next year, so the organization does not need to re-apply.