

Minister's Discretionary Fund
Borderlands Unitarian Universalist

The Minister's Discretionary Fund is a designated custodial fund of the BUU in Amado that the minister can use to provide confidential assistance to those facing emergency financial need. Any disbursements from the fund will be authorized by the Minister to provide loans and/or gifts to BUU members/friends for short term needs at the minister's discretion.

- Contributions to the fund may be made by individuals or by allocations from the board.
- To allow contributions to be tax-deductible, no contribution may be designated for the benefit of any particular recipient.
- No distribution may be made to the minister or to a member of their family at any time.
- The minister will authorize a disbursement from the fund and request a check from the check writer.
- The minister should provide an annual report to the board with all amounts paid out by the fund, listing dates and purposes of the payments (but not the names of the recipients).
- The treasurer should review the canceled checks and receipts to confirm adherence to the written policy and will keep confidentiality around any details.
- Records should be kept in a locked file by the church.
- The minister must follow all applicable IRS regulations regarding the use of this fund.
- The Christmas Eve Service Collection will be designated for the Minister's Discretionary Fund.

****This policy supersedes any pre-existing policy**

Adopted: March 2024