

First Unitarian Church of Alton
Board Policy on UNDERTAKING NEW PROJECTS

Purpose: To provide direction to members interested in beginning new projects and to ensure that the Board and volunteers fully consider the recommendation within the financial and volunteer resources of the Church.

Presented and discussed at: 9/10/15 Board Meeting

Action taken: Approved at 10/27/15 Board Meeting

It is the policy of the Board to encourage members to undertake projects for the improvement of the Church or within our external communities. In order to continue this encouragement while remaining faithful to its financial oversight requirements, such projects require the following structural analysis:

- A summary of the project including some or all of the major contributing members;
- A financial assessment of both short-term and long-term needs, how those needs will be met as well as evaluation of other community resources available for the proposed clients;
- A plan to evaluate the project within the first year (if approved and begun) including the points of evaluation;
- Identification of which team member will be responsible for data collection and/or accounting;
- Identification of which team member will be responsible for quarterly reports to the Board.