



GILBERT SPIRIT FUND

The Gilbert Spirit Fund was created to honor the 32 years of service of Richard and Joyce Gilbert to our church and community. The fund was chartered in December 2001 and made its first awards in June 2002.

The Gilbert Spirit Fund will lend support to programs/projects that reflect the special interests of Richard and/or Joyce Gilbert, giving preference to fresh ventures and new initiatives with existing endeavors. The funded programs/projects will:

- Contribute to social or economic justice; or
- Promote art and music as integral parts of a responsible search for meaning in life; or
- Build or revitalize partnerships that support the goal of world community with peace, liberty, and justice for all.

Groups receiving funds must be nonpartisan and not-for-profit. Preference may be given to programs/projects that involve the interest and support of a significant number of congregants of the First Unitarian Church.

The goals of the funded programs/projects must be specific, measurable, achievable, and congruent with the interests, commitments, and vision of Joyce and/or Richard Gilbert and with Unitarian Universalist values (see below).

Each organization receiving funding is asked to complete an evaluation report and forward it to the Gilbert Spirit Fund Awards Panel no later than eleven months after receiving funding. If the program/project is not completed within eleven months, an interim report is expected no later than eleven months after receiving funding with the final report due when the program/project is concluded.

Grant recipients are asked to announce receipt of the grant or implementation of the funded program/project through their internal publications as well as appropriate news media. These announcements should indicate prominently the Gilbert Spirit Fund's participation in providing the funding. Copies of the announcements should be included with the evaluation report documenting completion of the program/project.

Our Unitarian Universalist 7 Principles:

- The inherent worth and dignity of every person;
- Justice, equality, and compassion in human relations;
- Acceptance of one another and encouragement to spiritual growth in our congregations;
- A free and responsible search for truth and meaning;
- The right of conscience and the use of the democratic process within our congregations and in society at large;
- The goal of world community with peace, liberty, and justice for all;
- Respect for the interdependent web of all existence of which we are a part.

GUIDELINES FOR PROPOSALS

Qualifications: Organizations receiving funds must be nonpartisan and not-for-profit.

Criteria: Proposals will be considered if they meet the criteria of the Gilbert Spirit Fund. Specifically, proposed programs/projects must: contribute to social or economic justice; or promote art and music as integral parts of a responsible search for meaning in life; or build or revitalize partnerships that support the goal of world community with peace, liberty, and justice for all.

Materials required to be submitted:

- The completed and signed grant application;
- a budget for the organization for the current year;
- a budget for the proposed program/project for which funding is sought;
- the organization's financial statement for the preceding year;
- the organization's latest annual report, if one is available; and
- a copy of the organization's 501(c)(3) approval letter.

Evaluation: Each recipient organization will receive an evaluation form to be completed and returned eleven months after acceptance of the funds. Copies of announcements, news releases and/or feature articles about the program/project that appear in local newspapers and newsletters should be included with the completed evaluation form.

Deadline: February 1

1. Name, address, and phone number of applicant organization:

2. Name, address, phone number, and e-mail address of organization contact:

ORGANIZATION INFORMATION

- A. History of organization:

- B. Mission statement:

- C. Brief description of current programs and activities:

- D. Number of paid staff:

- E. Number of volunteers:

SPECIFIC REQUEST

1. Amount requested: \$ _____ Total budget for the program/project: \$ _____

2. Description of the planned program/project:

3. Timetable for implementation:

4. Describe how the goals of the program/project will fulfill the criteria of the Gilbert Spirit Fund. (Please be as specific as possible.)

5. Describe how the program/project will involve the interest and support of congregants of First Unitarian Church (if applicable).

6. Indicate how success for the program/project will be defined and measured.

7. Identify current and projected sources of funding: (Star those that are committed.)

Signature of Executive Director/President: _____

Name (please print):

Submit the following materials:

1. the completed and signed grant application form;
2. a budget for the organization for the current year;
3. a budget for the proposed program/project for which funding is sought;
4. the organization's financial statement for the preceding year;
5. the organization's latest annual report, if one is available; and
6. a copy of the organization's 501(c)(3) approval letter.

Deliver these materials to:

The Gilbert Spirit Fund Awards Panel First Unitarian Church
220 Winton Road South
Rochester, NY 14610-2998

For more information contact Gilbert Spirit Fund Awards committee chairperson:

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