

The Woburn Fund

Massachusetts Bay District of Unitarian Universalist Congregations

2011 Funding Guidelines

History & Purpose

The Woburn Fund was established in 1990 as a legacy of the Woburn Unitarian Universalist Church to assist in the growth and development of congregations in the Massachusetts Bay District. The Woburn Fund Grant Panel, acting on behalf of the District, distributes approximately \$30,000 each year in a competitive process. Most grants are between \$1,500 and \$5,000.

Eligible Applicants

- Unitarian Universalist congregations in the Massachusetts Bay District
- Organizations supporting religious professionals serving Unitarian Universalist congregations in the District
- Unitarian Universalist organizations whose mission explicitly includes growth and vitality of Unitarian Universalism

Woburn Fund Goals

The Woburn Fund encourages applications for projects supporting the following areas of congregational life:

- Membership growth
- Multigenerational connection and vitality
- Leadership development
- Support for staff positions directly addressing membership growth, leadership development, or multigenerational activity

Program Priorities

Priority will be given to applications with the following qualities.

- The proposed activity is part of larger congregation-wide effort and has clear and sustained support from the congregation and its professional and lay leadership.
- Intended outcomes from the proposed activity are reasonable, measurable, and clearly defined.
- The impact and outcomes of the proposed activity will have long-term benefit to the congregation or religious professionals.
- The applicant provides evidence of additional financial support for the proposed activity from the applicant congregation.
- Priority will be given to congregations making Fair Share contributions to the Massachusetts Bay District and the Unitarian Universalist Association of Congregations. Applications will also be considered from congregations with a

board-approved plan in place to achieve Fair Share giving levels within three years.

Ineligible Uses

Applications will not be accepted for the following uses.

- Capital campaigns
- Building projects

Applications will not be accepted for project expenses that were incurred prior to the grant approval date. While exceptions are made under extraordinary circumstances, applications for the same project in subsequent years are strongly discouraged.

Application Process & Timeline

The Woburn Fund is administered by the Woburn Grant Panel and the staff of the Massachusetts Bay District. Applications are available from the Mass Bay District website (www.cbd-mbd-uua.org) or by contacting the District Administrator (by phone 617-393-4216 or e-mail at cbd-mbd-admin@uua.org).

- January 15: Application materials posted
- March 15: Grant applications due
- May 15: Funding decisions announced
- July 1: Grant funds available for disbursement to awardees

Reporting requirements

Successful applicants may be invited to share information about the design, implementation, and impact of their projects with other congregations via written or in-person presentations. Successful applicants will be required to submit a narrative report describing measured outcomes from the funded project six months after receipt of grant funds.