

Uniting Foundation Grants Committee By-laws



The Uniting Church in Australia
Synod of South Australia

15.1 THE UNITING CHURCH SA SYNOD FOUNDATION GRANTS COMMITTEE

NAME AND SCOPE OF BY-LAWS

- 15.1.1 The name shall be “The Uniting Church SA Foundation Grants Committee” (hereinafter the “Foundation Grants Committee”).

The financial assets of the reporting entity known as the ‘Uniting Foundation’ will be managed by the Resources Board and from time to time, the Resources Board will distribute a global allocation to the Foundation Grants Committee.

The Foundation Grants Committee By-laws deal with the specific use of funds made available to the Foundation Grants Committee from the distribution decisions of the Resources Board. These allocations to be considered in the light of how best they benefit the Strategic Plan and the missional purposes of the Church.

DEFINITIONS

- 15.1.2 In these By-laws:

“Appointing Authority” means the Synod or the Synod Standing Committee.

“Church” means The Uniting Church in Australia, Synod of South Australia.

“Ex officio” means any person appointed to the Foundation Grants Committee while exercising a particular role, who has the same powers as other appointed members.

“Property” means property of whatsoever nature whether real or personal, and includes money, investments, and rights relating to property.

“Regulations” means the Constitution and Regulations of The Uniting Church in Australia.

“Strategic Plan” means The Uniting Church in Australia, Synod of South Australia Strategic Plan as amended from time to time.

“Synod” means the South Australian Synod of the Uniting Church or its Standing Committee.

“UAICC” means the Uniting Aboriginal and Islander Christian Congress.

OBJECTS

- 15.1.3 The Foundation Grants Committee is established as a sub-committee of the Synod Standing Committee for the purpose of allocating funds for creative and innovative projects which are in accord with the Strategic Plan and other mission purposes which contribute to the Church achieving its mission and vision.

PROHIBITION AGAINST SECURING PROFITS FOR MEMBERS

- 15.1.4 The property of the Foundation Grants Committee shall be applied exclusively to the promotion and achievement of its objects and no portion shall be paid or distributed directly or indirectly to members of the Foundation Grants Committee, or the Appointing Authority or their associates except as bona fide remuneration for services rendered or expenses incurred on behalf of the Foundation Grants Committee.

POWERS OF THE FOUNDATION GRANTS COMMITTEE

- 15.1.5 The Foundation Grants Committee shall operate according to the Regulations and in relation to property and financial transactions shall be bound by Regulations relating to Property, Finance and Budgeting.

THE COMPOSITION OF THE FOUNDATION GRANTS COMMITTEE

- 15.1.6. a. The Foundation Grants Committee shall comprise:
Uniting Foundation Manager
The General Secretary (or nominee)
Executive Officer – Mission Resourcing (or nominee)
2 representatives appointed by each Presbytery. Presbytery representatives will be appointed for a 3 year term, with a possible renewal of a further three year term.

The Uniting Foundation Manager, and all members of the Foundation Grants Committee, including any co-opted members, will have voting rights.

The Associate General Secretary Governance and Operations will be a non voting resourcing Member.

- b. In addition to the above, the Appointing Authority shall appoint a Chairperson on the recommendation of the Foundation Grants Committee. The Chairperson shall not be a member of staff of either the Synod office or the Brooklyn Park campus.

- c. The Foundation Grants Committee may co-opt such other members as are required to carry out the objects of the Foundation Grants Committee, and inform Synod Standing Committee accordingly. These co-opted members will supplement the specific expertise available among elected Foundation Grants Committee members. These co-options will be up to two (2) persons with such expertise for a specified short term not to exceed two (2) terms of twelve (12) months duration.

PROCEEDINGS OF THE FOUNDATION GRANTS COMMITTEE

- 15.1.7
- a. The Foundation Grants Committee shall be a sub-Committee of the Synod Standing Committee and therefore should report its activities to the Synod Standing Committee on a regular basis.
 - b. The Chairperson, or their nominee, shall preside at all meetings, but in the absence of the Chairperson, or nominee the members shall elect another member to chair that particular meeting.
 - c. Meetings shall be conducted in accordance with the “Manual for Meetings” appended to the Regulations.
 - d. A quorum for any meeting of the Foundation Grants Committee shall be one half plus one of the current members of the Foundation Grants Committee (including co-opted members).
 - e. A member of the Foundation Grants Committee having any conflict of interest, whether pecuniary or otherwise, shall disclose that interest to the Foundation Grants Committee and shall not vote with respect to any decision made in relation to that matter.
 - f. Minutes of all proceedings of ordinary meetings and special meetings of the Foundation Grants Committee shall be entered into books kept for that purpose within one (1) month of the meeting taking place and shall be confirmed by members of the Foundation Grants Committee present at a subsequent meeting and signed by the Chairperson of the meeting at which the proceedings took place, or by the Chairperson of the meeting at which the minutes are confirmed.

REMOVAL OF FOUNDATION GRANTS COMMITTEE MEMBERS

- 15.1.8 A member of the Foundation Grants Committee shall be deemed to have vacated their office if that member is removed by resolution of the Appointing Authority.

EXECUTIVE AND SUB-COMMITTEES

- 15.1.9
- a. The Foundation Grants Committee may from time to time appoint an Executive Committee or any sub-committee or task group and may at any time dissolve the same. The Foundation Grants Committee shall appoint at least one member of the Committee to be an ex officio member of such Executive Committee, sub-committee or task group. The Foundation Grants Committee may from time to time delegate such power or powers to any of these duly constituted committees or task groups as it may think fit and may at any time revoke such delegation.
 - b. All decisions made by the Executive or any sub-committee or task group shall be reported to the next ordinary meeting of the Foundation Grants Committee.

ALLOCATING FUNDS

- 15.1.10
- a. The Foundation Grants Committee shall allocate all funds distributed to it by the Resources Board in accordance with the objects of the Foundation Grants Committee. The Foundation Grants Committee, in allocating funds must not commit more than the total funds allocated by the Resources Board.
 - b. In reviewing and determining applications for funding, the Foundation Grants Committee shall consider not only the nature of the project for which funding is sought but also the capacity of the applicant to self fund all or part of the project. Where the Foundation Grants Committee considers that the applicant has the capacity for repayment of any allocation approved either in total or in part, the Board shall determine whether funding is approved on a non-repayable basis (i.e. grant) or by way of a repayable loan or a combination of both.
 - c. A statement of allocations made for each year ending 31st December, shall be audited by the Synod auditors.
 - d. The minutes of the meetings of the Foundation Grants Committee shall be open to the inspection of members of the Foundation Grants Committee at all reasonable times.
 - e. The Foundation Grants Committee shall furnish such other reports to the Appointing Authority as they designate and in the format the requesting body specifies.

ALTERATION OF BY-LAWS

- 15.1.11
- The Foundation Grants Committee may from time to time at any meeting specially called for that purpose add to, or annul, repeal, alter vary any of these by-laws for the time

being in force provided however that no addition, annulment, repeal, alteration or variation shall come into force until approved in writing by the Appointing Authority.

Amendments approved by Synod Standing Committee

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