

## **Sunday Plate Collection Application**

The Board of Trustees of the Unitarian Society of Ridgewood has granted the Social Responsibilities Council (SRC) approval to use the Offertory Collection at Sunday services to collect money for social justice causes, as determined by SRC, once a month during the regular congregational year.

The Council will consider all requests made by members and friends of the USR on an equal basis and choose ten organizations to receive a collection each year. If you would like the Council to consider an organization to receive a plate collection please complete this form and submit it to the SRC.

Name of the organization \_\_\_\_\_

### **Organization Contact Information**

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

email address: \_\_\_\_\_

Name of Contact Person/s: \_\_\_\_\_

Mission of organization: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How long the organization has been in existence: \_\_\_\_\_

Whom do they serve and what services are provided:

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Approximately how many people benefit from this organization: \_\_\_\_\_

SRC contributes for general operating purposes. Although not required, if there is a special need or project for your organization, we would appreciate your providing that information.

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If this donation is it time sensitive, when are the funds needed?

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Please provide as much financial information as possible including the overall operating budget, percentage of the organization funds that goes to administration, general financial information (grants or other funding) and tax status, i.e. 501C3 etc. All organizations who apply must have 501c3 status or have a checking account in their name to receive funds. If not available, please explain why.

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Narrative: (Please provide any other information that you feel might be helpful for the SRC to consider in choosing this organization).

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Your name: \_\_\_\_\_

Your phone number: \_\_\_\_\_

Your email address: \_\_\_\_\_

What is your involvement with this organization (on the Board, volunteer, longtime supporter, etc.):

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*The Social Responsibilities Council considers many factors in making a decision about recipient organizations, including USRs mission, SRC committees and interests, and Sunday Service themes. We receive many more suggestions than the number of collections available, so please understand that not all organizations suggested will receive a Sunday offering. If your organization is not selected, please feel free to resubmit your request for a later period.*

This form may be submitted to SRC by delivering it to the USR office, placing it in the SRC mailbox or emailing to the Chair of the SRC.