

Funding Guidelines
Saint Ambrose of Woodbury Men's Club

The Men's Club will strive to maintain a cash fund balance of \$7,500. This is established based on the recommendations of the Club Treasurer who may adjust at his discretion with the concurrence of the officers and board members. The rationale for maintaining a pre-set minimum is to have sufficient funds available to cover all known and anticipated financial obligations such as to avoid the need for extra-ordinary measures to cover these expenses. Good examples are the Cadillac Dinner and Oktoberfest in which substantial expenses are incurred and must be paid before cash receipts are necessarily in hand.

To the extent that the Men's Club has financial resources exceeding this amount, it will consider requests for funding assistance.

- Funding requests will be handled on a pre-determined schedule: the January, April and November meetings (see footnote for exceptions)*.
- A party interested in requesting funds from the Men's Club should submit their request in writing by the end of December, March or October.
- The officers and board members will review each request and prepare recommendations in advance of the regularly scheduled meetings in January, April and November.
- At these meetings, each request with corresponding recommendations will be presented and voted upon. Approval requires a simple majority of members present at the meeting with 15 constituting a quorum.

As a framework for evaluating the legitimacy and prioritization of requests, the following criteria will be considered:

- Relevancy to our Catholic Faith and tie-in to faith-based initiatives?
- Tie-in to parish ministries?
- Supportive of parish programs?
- Caring for the faithful?
- Being good stewards of parish resources?

Most but not necessarily all requests will come from within the Catholic Community of Saint Ambrose of Woodbury. Requests may also come from non-profit community service providers in the Woodbury and surrounding area as well as from the St. Paul inter-city parishes and Trinity school.

*Exceptions to this schedule: Recognizing that situations will come up that cannot be satisfied on this predetermined schedule, deviations to the process will be permitted on a case by case basis. This exception will be allowed provided that a motion to do so is seconded and carries based on the merits of the individual case.