

**UNITY OF LEHIGH VALLEY  
EDUCATION FUND**

**POLICY & PROCEDURES**

Unity of Lehigh Valley has established an Education Fund to provide financial assistance to members to enhance their knowledge of Unity and New Thought principles and to increase their spiritual knowledge and awareness.

**Fund Management**

1. In the absence of any donor directions or limitations, it has been the tradition of the Board of Trustees to maintain the viability of the fund through prudent investments. It has also been the tradition of the Board to distribute only those funds that were in excess of the original gift plus the accrued interest and income based on the United States Bureau of Labor Statistics annual rate of inflation. For accounting purposes the Treasurer has maintained the Education Fund in two parts: the Principal Fund and the Variable Fund. The Principal Fund consists of the original endowment (\$10,000) plus a compounded and accrued amount equal to the principal plus the rate of inflation. As of 8/31/09 the value of the Principal Fund is determined to be \$19,078.67.
2. The Variable Fund consists of income made available for distribution and shall be maintained in an interest-bearing account. As of 8/31/09 the value of the Variable Fund is determined to be \$368.78.
3. Donations made to the Education Fund should be clear on whether they are intended for the Principal Fund or the Variable Fund.
4. In years when the Principal Fund demonstrates growth, funds in excess of the principal plus the rate of inflation may be moved to the Variable Fund and made available for distribution. In years when the Principal Fund demonstrates no growth or declines in value, the board shall determine whether or not any funds will be moved to the Variable Fund for distribution and a new Principal Fund value calculated for the next fiscal year.
5. The Board of Trustees will have sole authority and responsibility for the distribution of funds.
6. The balance and activities of the Education Endowment Fund and the Education Variable Fund will be reported annually at the regularly scheduled Annual Membership Meeting.

**Eligibility**

1. Applicants must be current, active members of Unity of Lehigh Valley.
2. Course of study for which education assistance is requested should be a Unity approved course or a related educational experience that will assist the applicant in increasing his/her understanding of Unity and New Thought principles.
3. Recipients are expected to remain in service to Unity of Lehigh Valley demonstrating the benefits of their education.
4. Applicant must complete and pass the course if a grading system is included. Reimbursement of education funds may be requested at the discretion of the Board.

**Procedure for Applying**

1. Applicant will complete the Education Fund application and submit it to the Unity of Lehigh Valley Board of Trustees.
2. The board of trustees will review the application at their next regularly scheduled board meeting and determine eligibility for Education Fund financial assistance. Applicant will be notified of this decision in a timely manner.

**UNITY OF LEHIGH VALLEY**  
**EDUCATION FUND APPLICATION**

Applicant Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_ e-mail \_\_\_\_\_

Number of years you have been attending Unity of Lehigh Valley \_\_\_\_\_

Year you became a member of Unity of Lehigh Valley \_\_\_\_\_

Course or Program Title \_\_\_\_\_

Start Date \_\_\_\_\_ Completion Date \_\_\_\_\_

Description of Course or Program \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost of Course or Program \_\_\_\_\_

Amount of funding requested \_\_\_\_\_

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

Approved ( )

Disapproved ( )

\_\_\_\_\_  
Treasurer's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Minister's signature

\_\_\_\_\_  
Date