

## USA Brotherhood Fund Discretionary Fund Policy

- 1.0 Definition: The Brotherhood fund is a service project of Y's Men International to promote world fellowship among its clubs and members by granting funds for travel. The US Area Discretionary Funds are those which have been allocated from the International Brotherhood Fund budget to be utilized as the US Area directs within the policy of the Brotherhood Fund.
- 2.0 Purpose: To defray or diminish travel costs in attending US Area conventions and conferences, Regional conventions and conferences and other travel for furthering the purposes of Ys'dom. Travel costs are defined as transportation costs only.
- 3.0 Organization
  - 3.1 The US Area President will appoint, subject to confirmation by the US Area Council a Brotherhood Fund Service Director, a US Area Philatelist, and a Brotherhood Fund Travel Coordinator.
  - 3.2 The Brotherhood Fund Area Service director will promote, direct, and administer the annual Brotherhood Fund campaign which will be designed to stimulate the collection and processing of cancelled postage stamps, and the collection of cash contributions.
  - 3.3 The US Area Philatelist will receive stamps from the Regions and process them for sale. Proceeds from such sales will be forwarded to the USA Brotherhood Fund Service Director for deposit. The International Service director for the Brotherhood Fund and International Headquarters shall be notified of all deposits.
- 4.0 Expenditures
  - 4.1 Expenditures from the USA Discretionary Fund will be administered by a committee that includes: US Area President, US Area President elect as Chair, US Area Chief Financial Officer, and US Area Brotherhood Fund Service Director.
  - 4.2 Upon receipt of the annual allotment from the International Brotherhood Fund, ten percent (10%) will be set aside for use by the US Area President for travel needs of persons below the level of Regional Director for the purpose of immediate need of that person's service. This method does not circumvent the established method of application for Discretionary Funds. Discretionary Funds unexpended will be absorbed within the Area accounts at fiscal year end.
- 5.0 Selection of applicants
  - 5.1 Beginning July 1, applicants will process their request via their Regional Director utilizing the US Area Discretionary Fund Request form.
  - 5.2 The Regional Director will evaluate the applicant from the standpoint of US Area

- value, and certify that the applicant's club has achieved a minimum Brotherhood Fund contribution qualifying the club for an Alf Reynolds Award. The award is based on the previous fiscal year's contribution by the club to the Brotherhood Fund.
- 5.3 Grants will not be made to honor long and faithful service, but rather to utilize those persons who have leadership potential.
- 5.4 On July 1 the US Area President elect will open the process for receiving applications, and will forward a copy of all applications as they come in to the Expenditure Committee for evaluation and selection. The selection of recipients will be announced as soon as a majority of the Expenditures Committee respond. Area Presidents and International Council members are not eligible to receive BF Discretionary Funds.
- 5.5 Regional Directors may request Discretionary Funds for specific persons to be in attendance at Regional conventions or conferences for reasons of expertise.
- 6.0 Grants
- 6.1 The approved grant will be made by the Area CFO upon direction of the USABFDF Expenditures Committee Chair; (AP-E) (USABFDFECC) by his/her signature on the USA request for Discretionary Funds form submitted by the applicant.
- 6.2 If the grant recipient declines, the Expenditure Committee Chair will be notified immediately so that other grants may be made.
- 7.0 Reports

Within 30 days after completion of travel, the recipient will make a written report to their Regional Director, with a copy to the US Area President elect. The report will contain a summary of the purpose of the trip, and the extent to which the purpose was accomplished.

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