

## 2020 Matching Funds Update

The Matching Funds Program is intended to help lodges and districts raise money for local charities which benefit your members, religious group, Byzantine Catholic Church or community (local, state, national or global). Volunteer planning and participation of at least 2 Lodge members in any event intended to receive matching funds is required.

The maximum allotment of funds that a lodge or district may receive per calendar year is decided upon by the Board of Directors annually.

### The maximum allotment for the 2020 calendar year:

- **Lodges = \$10,000.<sup>00</sup> (\$5,000.<sup>00</sup> community and \$5,000.<sup>00</sup> parish)**
- **Districts = \$5,000.<sup>00</sup>**

The procedure for the Matching Funds program for lodges and districts is as follows:

1. Request Approval—As soon as the lodge/district has decided the particulars (date, location, etc.) of your event, contact the Home Office for approval of your project. The approval request must be submitted *at least 6 weeks prior* to your event. The request must include:

- Full contact information of the person requesting approval (Name, Address, Phone & Email)
- Lodge/District Number
- Date and time of the event
- Name of the event
- Location of the event
- A brief description of the event
- To whom the funds will be donated

Requests for approval can be completed electronically via the *Fraternal Event Request Form (Online Version)* which can be found on the GCU Website; <http://www.GCUusa.com/FraternalTools.html>.

Requests for approval may also be submitted via email to [events@GCUusa.com](mailto:events@GCUusa.com), faxed to 724-495-3421 to the attention of the Fraternal Department, or sent via US Mail to the Home Office, Attention Fraternal Department.

2. Approval Process—Approval is dependent on the lodge/district being up to date with their Quarterly/Annual Report submissions.

*Example: Lodge 000 requests a Matching Funds approval in September for an event to take place in December. Lodge 000 has submitted all of their paperwork*

*and required reports for the 1<sup>st</sup> & 2<sup>nd</sup> Quarters, thus the Lodge receives approval of their event.*

In the event that the lodge/district is *not* up-to-date on report submissions, the person requesting the activity will be contacted so that reports may be submitted and approval may be granted.

Once a project is approved, an official approval letter from the Home Offices will be sent to the person requesting approval via email or US Mail. Approval generally takes about 2 weeks from the date the request has been received.

3. Request Matching Funds Check—Upon completion of the project, the lodge/district must submit a Financial Reporting Form, which can be found at <http://www.GCUusa.com/FraternalTools.html>. The form can be submitted online or printed to emailed to [events@GCUusa.com](mailto:events@GCUusa.com), faxed or mailed to the attention of the Fraternal Department. Full records of the accounting of the project are *not required* at the Home Office at this time, but should be retained to be submitted upon possible future request by the Fraternal Department. The Home Office maintains records of total donations and all documentation associated with the Matching Funds Program so accurate and complete reporting is required.
4. Receipt of Matching Funds Check—Within approximately 2 weeks from the time of receipt of the Financial Reporting Form, the funds will be direct deposited into the lodge/district's account and the approval email will be sent to the lodge/district treasurer and president.

*Please Note:* Multiple events may be held to receive the maximum allotment of Matching Funds allocated by the Board of Directors for that year. Lodges/districts may request Matching Funds for one or more causes and run various projects throughout the year to maximize fundraising. All details of the intended projects require explanation in the original request(s). When possible, please keep multiple events to one request.

### ***Parish Expansion (\$5,000.<sup>00</sup> annually)***

The Parish Expansion aspect of the GCU Matching Funds Program is intended to assist Byzantine Catholic parishes in fundraising efforts planned to benefit the parish as a physical entity, its parishioners, its purpose and/or its affiliated support groups.

The procedure for requesting and reporting explained above must be completed by a member of the parish planning committee.

All lodges are eligible for a GCU match of \$5,000.<sup>00</sup> per Byzantine Catholic parish per year under their service, providing 100% of funds are donated to the parish for which the event was requested. Only one lodge may service a particular parish under this program.

To clarify lodge funding opportunities, here is an example:

*Lodge 000 is based in St. Nicholas Byzantine Church in Anytown, PA. Some members of Lodge 000 attend St. Nicholas, but some also attend two other Byzantine churches, St. Mary & St. John, both of which are within just few miles of Anytown, PA. Neither St. John nor St. Mary parish hosts a GCU Lodge of its own. Officers of Lodge 000 initiate a partnership with the pastors of the two additional parishes and coordinate with the Fraternal Department to request several events for Matching Funds approval. These events are held to benefit the various parishes and a local cause, all of which are successful in raising money. Officers of Lodge 000, with volunteer help from members and parishioners of all parishes, complete all the work and documentation required to receive the following GCU Match in 2018:*

<i>St. Nicholas Bake Sale (parish)</i>	<i>Profit: \$5,150.<sup>00</sup></i>	<i>GCU Match: \$5,000.<sup>00</sup></i>
<i>St. Mary Ethnic Dinner (parish expansion)</i>	<i>Profit: \$5,000.<sup>00</sup></i>	<i>GCU Match: \$5,000.<sup>00</sup></i>
<i>St. John Special Collection (parish expansion)</i>	<i>Profit: \$5,320.<sup>00</sup></i>	<i>GCU Match: \$5,000.<sup>00</sup></i>
<i>Lodge 000 MS Walk (community)</i>	<i>Profit: \$5,210.<sup>00</sup></i>	<i>GCU Match: \$5,000.<sup>00</sup></i>
<b><i>Total GCU Match in 2020 to Lodge 000: \$20,000.<sup>00</sup></i></b>		

### ***Parish Expansion Non-Byzantine Christian Congregations (\$1,000.<sup>00</sup> annually)***

The Parish Expansion for a Non-Byzantine Christian Congregation aspect of the GCU Matching Funds Program is intended to assist GCU members that belong to parishes of other Christian denominations, in fundraising efforts planned to benefit the parish as a physical entity, its parishioners, its purpose and/or its affiliated support groups.

The procedure for requesting and reporting explained above must be completed by a member of the parish that is currently a GCU member.

GCU lodges are also eligible for a GCU match of \$1,000.<sup>00</sup> per non-Byzantine Christian parish per year, where a member or members of their lodge may be parishioners, provided 100% of funds are donated to the parish for which the event was requested. Only one lodge may service a particular parish under this program. Non-Byzantine Christian Congregation Matching Funds are limited to a total of \$1,000.<sup>00</sup> annually per parish.

To clarify lodge funding opportunities, here is an example:

*Lodge 000 is based in St. Nicholas Roman Church in Anytown, PA. Some members of Lodge 000 attend St. Nicholas, but some also attend two other non-Byzantine churches,*

*St. Mary & St. John, both of which are within just few miles of Anytown, PA. Officers of Lodge 000 initiate a partnership with the pastors of St. Nicholas parish and coordinate with the Fraternal Department to request several events for Matching Funds approval. GCU members of the other two churches do the same for upcoming events at their parishes. These events are held to benefit the various parishes and a local cause, all of which are successful in raising money. Officers of Lodge 000, and the members of the other two parishes complete their events and complete the financial reporting form on the GCU Website prior to March 15 of the next year. Here is how the Matching Funds would be awarded:*

<i>St. Nicholas Bake Sale (Lodge 000)</i>	<i>Profit: \$2,150.00</i>	<i>GCU Match: \$1,000.00</i>
<i>St. Mary Ethnic Dinner (parishioner requested)</i>	<i>Profit: \$1,500.00</i>	<i>GCU Match: \$1,000.00</i>
<i>St. John Special Collection (parishioner requested)</i>	<i>Profit: \$1,820.00</i>	<i>GCU Match: \$1,000.00</i>
<b><i>Total GCU Non-Byzantine Parish Match to the three parishes</i></b>		<b><i>\$2,250.00</i></b>

### ***GCU Agent/Agency Matching Funds (\$750.00 annually)***

We realize that many of our agents and larger agencies are involved with fundraising efforts in their local communities. With this in mind, we have a matching funds program that can be utilized by either a GCU Agent or an agency representing the GCU.

GCU Agents/Agencies are eligible for a GCU match of \$750.00 per year, provided 100% of funds are donated to the cause for which the event was requested. Matching Funds are limited to a total of \$750.00 annually per agent/agency.

### ***Cause of the Quarter Matching Funds (\$10,000.00 annually)***

In 2017, the GCU instituted the Cause of the Quarter. Each quarter of the year, the GCU Home Office will provide a Cause of the Quarter, with the hopes of our members and lodges directing donations to these special causes. In addition, the GCU Board of Directors will donate up to \$2,500.00 in Matching Funds to the Cause of the Quarter from donations made through the GCU Website.

### ***Special Matching Funds (\$10,000.00 maximum per event)***

The GCU Board of Directors has established guidelines to allow for Special Matching Fund events when unexpected disasters hit on a local or national level. An example would be the Hurricane Relief Fund that was set up in 2017 in response to the devastation caused by Hurricanes Harvey, Irma and Maria. There have been other instances of fire and flooding where GCU has established these special Matching Fund events. These guidelines will allow for the President/CEO to immediately institute a campaign via the GCU Website, to begin collecting funds for a specific event without awaiting Board approval.