

## **Charter for KIVA Committee**

### **Mission Statement:**

The purpose of the KIVA Committee is to raise funds for, and awareness of, global microfinance. Specifically, we have identified, KIVA, an online microfinance organization, as the recipient of the funds we raise.

### **Goals for 2015:**

- To raise money through biannual card sales to donate to KIVA entrepreneurs –To raise awareness about microfinance and KIVA by talking to the youth group and the 5<sup>th</sup> grade RE classes about what KIVA does, encouraging them to make designs for KIVA cards, and showing them how to make online donations
- To communicate the UU Westport KIVA portfolio and give examples of individual entrepreneurs to the congregation through Soundings and the Social Justice newsletter

### **Roles:**

The Committee will consist of a Chair and committee members.

The Chair coordinates the making of KIVA holiday cards and schedules and advertises the sales. In addition, the Chair makes online donations of funds that are raised for individual KIVA entrepreneurs.

The committee members attend meetings, coordinate on scheduling holiday sales, choose KIVA card designs, and staff the KIVA sales table during the 2-3 week sales biannually, and make baked goods to attract members to the table.

### **Responsibilities:**

The KIVA Committee will meet at least quarterly, with electronic communications in between. During the meeting, the committee members make decisions about issues relevant to making donations to entrepreneurs, holding card sales, donating general operating funding to KIVA to support the organization. When card sales occur, during the 2-3 weeks preceding Mother's Day and Christmas, each sale typically raises between \$900 and \$1400, which is given to the Director of Social Justice to deposit into the Social Justice account designated for KIVA. Those funds are then transferred to the online KIVA account and donated to entrepreneurs. There are currently no term limits for the Chair or the committee members

### **Guidelines:**

Newsletter articles are written several times a year informing the congregation of progress made and decisions made. A written annual report is submitted.

### **Accountability:**

KIVA committee writes a yearly report for the Director of Social Justice with a summary of accomplishments and current/pending projects