

13-3: Mitten Tree

1. Responsibility Centre: Service Outreach and Social Action Committee

2. Rationale or Purpose

In keeping with its mandate (see item 8 below), BCUC's Service Outreach and Social Action Committee (SOSA) collects child and youth mittens and tuques for an identified need in the community, which is identified by the committee at the beginning of the project. Currently donations are made to local primary schools emergency shelters.

3. Policy Statement

The Mitten Tree project is carried out in accordance with the procedures below.

4. Scope This policy applies to all who are involved with the Mitten Tree project.

5. Procedures

SOSA administers the Mitten Tree project by:

- a) setting up a Christmas Tree in early December by the Church Office to collect the mittens.
- b) putting notices in the Sunday bulletins and the BCUC newsletter.
- c) providing information on the project during Sunday services.
- d) collecting and delivering the donated mittens and tuques at the earliest appropriate opportunity

6. Roles/Responsibilities

SOSA is the lead committee for this policy and is responsible for it's review and maintenance.

7. Definitions

8. References

- a) *BCUC Handbook*: Mandate of SOSA: "The committee...keeps informed of social service needs in the community; and plans, develops, coordinates and participates in local outreach programs".

9. Approval authority: Church Board

10. Reviewed: SOSA Committee: February 1, 2015

Approved: Church Board: May 20, 2015

Replaces: March 2009