

GOOD SHEPHERD METHODIST YOUTH FELLOWSHIP



SUPPORTSCHEME

supporting each other to realize our dreams and fulfill our potentials



THE MODALITIES

PREAMBLE

We, members and fellows of the Youth Fellowship of the Good Shepherd Society of the North Kaneshie Circuit of the Methodist Church Ghana, having seen the need to help the unfortunate among us, do hereby establish a Support Scheme and commit ourselves to these Modalities to serve as our working document.

1.0 TITTLE

The name of the scheme shall be Good Shepherd Methodist Youth Fellowship Support Scheme (GSMYFSS).

2.0 OBJECTIVE (S)

The objective of the scheme is:

a) To raise funds to support the needy in the organization regarding;

2.1 Education – Support brethren in Second Cycle and Tertiary Academic institutions.

2.2 Trade – Help those who want to enter into artisanship / craftsmanship.

2.3 Health - Assist brethren in very critical health conditions as and when reported.

3.0 SOURCES OF FUNDS

The scheme's sources of funds shall be in two (2) folds.

3.1 Internal this shall include:

3.1.a The first week of every month's offering of the General Fellowship .

3.1.b Monthly contributions of brethren who are in gainful employment including those outside the country.

3.1.c 30% of proceeds from the annual Ladies and Gents Nite programme.

3.1.d Quarterly fund raising programmes in the form of Breakfast meetings and others.

3.2 External

3.2. a The external source of funds shall be in the form of investment in the Financial Market with some seed capital.

4.0 BOARD OF TRUSTEES

- 4.1 The executives with the approval of a two – third (2/3) majority of members present at a General Meeting and voting, shall appoint Board of Trustees to manage the scheme.
- 4.2 The board of Trustees shall be made up of seven (7) members including an administrator.
- 4.3 The term of office of the Board of Trustees shall end with the executives but the members of the Board may be re-appointed by the new executives with the approval of a two – third (2/3) majority of members present at a general meeting and voting.

5.0 DUTIES OF THE BOARD OF TRUSTEES / ADMINISTRATOR

In furtherance of the objective as specified in Clause two (2) and not otherwise, the Board of Trustees shall have the following responsibilities:

- 5.1a Shall Raise funds, Secure loans, Invite and receive contribution for the running of the scheme provided the Board does not act contrary to the provision of the Methodist Youth Fellowship Constitution and these Modalities.
- 5.1b The Board shall meet and consider Application / Requests for assistance received by the administrator and take decisions on them.
- 5.1c The Chairman of the Board of Trustees shall report to the Executives as and when required.
- 5.1d The Board shall present a report of events of the scheme at general meetings except emergency general meetings, unless otherwise the emergency general meeting is being scheduled to discuss issues concerning the scheme, for which Fourteen (14) day's notice shall be given to the Board of Trustees.

5.2 The Administrator

The administrator who shall be paid an allowance to be approved by the executives shall be appointed together with the Board of Trustees and shall;

- 5.2a See to the day-to-day administration of the scheme.
- 5.2b Be a signatory to the accounts of the scheme.
- 5.2c Receive applications/requests for assistance and make them available for consideration at meetings of the Board of Trustees.
- 5.2d Communicate all decisions on applications/ requests to applicants.
- 5.2e Coordinate all sources of funds on behalf of the Board of Trustees and make deposits and withdrawals from the Bank.

6.0 BANKERS

The official Bankers shall be the current Bankers of the Methodist Youth Fellowship Good Shepherd.

7.0 ACCOUNTS/SIGNATORIES

7.1 The scheme shall have separate accounts at the same Bank / Branch as that of the General Fellowship.

7.2 All cheques or drafts and other obligations of the Board of Trustees shall require two (2) signatories and a counter signature; it shall consist of the First Vice Chairman, Financial Secretary of the organization and the Support Scheme Administrator.

8.0 ANNUAL BUDGETS

The Board of Trustees in consultation with the executives shall develop an annual budget. This shall forecast the income and expenditure and declare to the first General meeting of the year, the surplus or excess income that is available to help brethren.

9.0 PROCEEDINGS

9.1 Duration of Sponsorship – Under the scheme, once it is agreed that an applicant should be supported, he/she should be supported to complete the programme of study or apprenticeship unless, otherwise, there is a reason for withdrawal.

9.2 New Applicants – New applicants shall be considered provided there are excess funds after disbursement for old candidates.

9.3 Counselling – Applicants who are selected shall go through a period of counseling in order to expose them to alternatives regarding their choices vis-à-vis their strengths, weakness and interests.

9.4 Level of Commitment on the Scheme – the level to which the scheme can meet applicants request and / needs shall depend on the excess / surplus income from the annual budget.

9.5 Determination of Award

9.5.1 Education

A brother/sister seeking assistance for a secondary or tertiary academic work shall;

- a) Complete an Application Form obtainable from the Welfare Scheme Administrator.
- b) Return the complete Application Form together with his /her Admission letter, Prospectus, bills and previous academic records.
- c) Submit terminal/semester results to the Board of Trustees (for continuing students).
- d) Provide enough evidence of their inability to meet their financial obligations with respect to their courses.
- e) Provide an evidence of Parent's/Guardian's consent if he/she is to be selected for assistance by the scheme.
- f) Should be a member of the Good Shepherd Methodist Youth Fellowship.
- g) Should be a member for at least two (2) years.

9.5.2 Apprenticeship

Brethren seeking assistance to enter into apprenticeship for a trade shall;

- a) Complete an Application Form obtained from the Welfare Scheme Administrator.
- b) Return the complete Application Form together with an officer (evidence of engagement into apprenticeship), a bill and tools requirement.
- c) Provide enough evidence of their inability to meet their financial obligations associated with the project.
- d) Provide evidence of Parent's / Guardian's consent if he/she is to be selected for assistance by the scheme
- e) Show enough commitment and progress in his/her work (for continuing apprentices).

9.5.3 Health

- a) Brethren requiring assistance in one form or another as a result of critical health conditions shall inform the Board of Trustees through their Group Leaders.
- b) The Board of Trustees shall in conjunction with the Group Leaders conduct independent investigations and take decisions in respect of the extent of the problem and the evidence of the brother's /sister's inability to cater for himself /herself.

10.0 WITHDRAWAL OF ASSISTANCE

10.1 The Board of Trustees in consultation with the Executives shall withdraw a beneficiary's award.

10.2 Reasons for Withdrawal shall be;

- a) Providing false information leading to the award.
- b) Unsatisfactory terminal/semester report for two consecutive terms or semesters for students.
- c) Unsatisfactory progress in apprenticeship for one (1) YEAR.
- d) Behaviour detrimental to the interest of the Fellowship.
- e) If the fellowship decides that a beneficiary has ceased to be a member.

11.0 DISCRETIONARY POWERS

The Board of Trustees shall have the power to take decisions in consultation with the Executives for issues for which these Modalities are silent.

12.0 VOLUNTARY DISSOLUTION

If the Executive in conjunction with the Board of Trustees decide that it is necessary or advisable to dissolve the scheme, it shall call a meeting of all members of the Good Shepherd Methodist Youth Fellowship, of which not less than Fourteen (14) days notice (starting the terms of the resolution to be proposed) shall be given. If two-thirds (2/3) majority of those present and voting confirms the proposal, the Executives and the Board of Trustees, shall have the power to dissolve the scheme. Any Funds / Assets remaining after the satisfaction of any proper Debts and Liabilities shall be transferred to the accounts of the Fellowship.

13.0 ALTERATIONS TO THE MODALITIES

The Modalities may be altered by a resolution passed by not less than two-thirds (2/3) of the members present and voting at a general meeting. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration(s) proposed.