



**Policy: Rabbi/Cantor Discretionary Fund**

**Date Approved:** July 20, 2017  
(Replaces Rabbi/Cantor Personal Assistance Fund Policy Dated: July 10, 2012)

**Approved By:** Board of the Shaar Shalom Congregation

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**Policy Statement**

The spiritual leader of the Shaar Shalom fields appeals for spiritual, personal, and financial assistance. To provide the spiritual leader with discretionary funds to be used when financial assistance is both needed and appropriate, the Shaar Shalom has established a Rabbi/Cantor discretionary fund. This policy has been developed to provide guidance on the maintenance and use of the fund.

**Definitions**

N/A

**Policy Objectives**

The objective of this policy is to describe the source and amount of the Rabbi/Cantor discretionary fund, and to provide criteria for the spiritual leader to follow in making disbursements from the fund.

**Policy Application**

**Amount and Source of the Fund:**

The Shaar Shalom will establish the Rabbi/Cantor discretionary fund at \$1,500 and will endeavour to bring it up to this amount each year. Funds may come from fund raising activities, the Shaar Shalom’s operating budget, or from grants from the Capital and Endowment Fund.

**Disbursement Guidelines:**

The following criteria apply to the disbursement of funds from the Rabbi/Cantor discretionary fund:

- Financial assistance should primarily respond to emergency situations.
- Financial assistance should not be provided on a continuous basis or as a subsidy.
- The Rabbi/Cantor discretionary fund may be used in conjunction with funds from the Beth Israel Synagogue and/or the Atlantic Jewish Council.
- Recipients do not have to be Jewish

**Disbursements:**

Funds are disbursed at the sole discretion of the spiritual leader, but the spiritual leader may seek advice from another person, or persons, to assist in making decisions regarding disbursements. Disbursements may be kept confidential at the discretion of the spiritual leader. The spiritual leader may make disbursements in cash or by cheque.

**Policy Exceptions**

None identified

**Policy Monitoring**

The spiritual leader must keep track of disbursements from the Rabbi/Cantor discretionary fund and may be asked to disclose disbursement amounts to the Shaar Shalom Treasurer. The confidentiality of recipients will be respected.

**Forms Included with this Policy as Attachments**

None