

Unitarian Universalist Congregation of Rockville (UUCR)

Memorial and Remembrance Policy

Background

UUCR offers comfort and lasting remembrance to members and friends of the congregation whose loved ones have passed on. The ministers, lay ministers, the pastoral care team and others in the congregation offer pastoral support to those who are grieving, including memorial services to celebrate the lives of those who have died. To provide for lasting memories, UUCR has created a Memorial Garden as a place where congregants may sit in contemplation, scatter ashes, and remember loved ones. Additionally, families may purchase nameplates to honor the deceased. The nameplates are placed on a Memory Board for permanent display.

Memorial Donations

UUCR does not create separate Memorial Funds in memory of specific individuals, unless a proposal is made consistent with UUCR's policy for creating restricted funds and approved by the Board of Trustees. In general, memorial donations in honor of an individual are allocated to the General Endowment Fund. Alternatively, donors may, at their discretion, specify that the donation be allocated to the Operating Fund or to one of several restricted funds maintained by the Congregation. Donors are advised to consult with the Treasurer, Minister, or Board President for available giving opportunities.

Use of the Memorial Garden for Scattering Ashes

The Garden is available for the purpose of scattering ashes of contributing members and friends and their immediate families. Typically, the minister participates in a scattering ritual. A small honorarium may be given to the minister for this service. In any event, families shall consult with the minister before scattering ashes, and ashes will be scattered in designated areas of the Memorial Garden. A donation for scattering ashes is \$150.

The Memorial Garden area has been designated a forest conservation easement by the City of Rockville and will be maintained with a natural landscape and plantings. Thus no individual markers, containers, plants, or designated areas of any sort are permitted within the Memorial Garden. Donation of any memorial object, such as a bench or artwork should be discussed with the ministers and relevant committees, and can be accepted only if it meets with the landscape needs and plans of UUCR.

Memorial Nameplates

Nameplates to be mounted on the Memory Board may be requested for contributing members and friends of UUCR. Nameplates may be purchased for \$500 by filling out a form available through the Church Administrator, and returning the form along with payment for the nameplate. To reserve a particular spot on the Memory Board next to a loved one's nameplate, the nameplate fee must be paid in advance.

Board of Trustees Terrie Barr /s/ Date Nov 17, 2015

Attachment: Nameplate Request Agreement

UNITARIAN UNIVERSALIST CONGREGATION OF ROCKVILLE
Rockville, MD 20850-1915
301-762-7666

Nameplate Request Agreement

Memorial Garden and Memory Board: UUCR has created a Memorial Garden to honor and remember its history and the deceased loved ones of Members and Friends and their immediate families. In addition, UUCR maintains a Memory Board with nameplates honoring these loved ones who have been part of the UUCR community.

To Order Nameplates: Nameplates engraved with the years of birth and death of a deceased member or friend of UUCR may be ordered using this form. A \$500 fee is charged for each nameplate to recover UUCR's purchase and Board maintenance costs.

Nameplate requested by (please print): _____

Address: _____

Telephone number: _____ Email: _____

Date of request: _____

Name of deceased (as it is to appear on nameplate): _____

Year of birth: _____ Year of death: _____

Donation in Support of UUCR: A contribution to UUCR is encouraged. This donation may be made to the General Endowment Fund, the Operating Fund, or other funds described in UUCR's remembrance literature. Kindly make checks out to UUCR and designate the fund. Please return this form to the church administrator.

To reserve the spot on the Memory Board next to a loved one's nameplate, the \$500 nameplate fee must be paid in advance. The church administrator will keep a record of the reserved spaces and an alphabetical listing of members with nameplates on the Memory Board and the nameplate locations.

Note: All policies and property rights with respect to the memorial nameplates, including their design, inscription, location, and maintenance, are the sole responsibility of UUCR. Neither the representatives nor the deceased's estate shall obtain any interest or ownership in the memorial nameplate or garden. This allows UUCR in the future to act in accordance with any new policies occasioned by new conditions. It is the intention of UUCR that the Memorial Garden and Memory Board be properly maintained in perpetuity in honor of those who have passed before us. The nameplates may be affixed to the Memory Board in groups, at a convenient time.

Signature of Requester: _____

Donation amount: _____ (for church use) Date payment received: _____

Date nameplate ordered: _____ Date Minister notified _____