

CONSTITUTION OF THE ST. EDMUND HALL MCR CHARITY FUND

SECTION I: NAME & OBJECT

1. There shall be an association within St. Edmund Hall, University of Oxford (hereinafter, "the Hall"), known as the MCR Charity Fund (hereinafter, "the Charity Fund")
2. The Charity Fund shall exist to collect a termly levy from the Members of the MCR and donate such funds to a registered charity, or organization whose objectives are deemed by the MCR to be charitable.
3. Membership of the Charity Fund shall comprise all Ordinary Members of the St. Edmund Hall MCR, unless they opt out of membership.
4. Members shall subscribe to the Charity Fund by paying a termly levy. This levy shall be imposed on an opt-out basis. Any person who opts not to pay the levy shall not be a member of the Charity Fund.

SECTION II: MANAGEMENT & ACCOUNTS

5. The Treasurer of the St. Edmund Hall MCR shall be responsible for managing the Charity Fund Bank Account, cheques for which shall require his/her signature.
6. The Bank Account shall be financed by a voluntary opt-out termly levy of a £5, which shall be made present on the Battels of all Members of the Charity Fund.
7. Motions for the disposal of funds from the Charity Fund shall be sent to the Vice-President of the MCR to be put on the Agenda for the final General Meeting of each Term, in accordance with the procedure for submitting Motions, as outlined in the Constitution of the MCR.
8. A Motion to dispose of funds may be raised in any other General Meeting if the MCR agrees, by a simple majority vote, that a Motion has substantial time pressure and/or is considered urgent, and should be considered in a Meeting other than the final General Meeting of each Term.
9. A motion to dispose of funds from the Charity Fund shall require a simple majority at a General Meeting of the MCR. Funds authorised through such a motion shall be disposed of accordingly by the Treasurer, unless there is a deficit in the termly budget of the Charity Fund.

10. The Maximum amounts for donations to any one organisation/charity shall be as follows:

- i. £500 for charities in which an Ordinary Member of the MCR is directly involved or which involves MCR participation
- ii. £250 for charities in which an Ordinary Member of the MCR is not directly involved or which does not involve MCR participation

11. In case there is a surplus in the termly budget, the Treasurer, in coordination with the Welfare Officer(s), will nominate 3 charities for the disposal of the surplus funds. The surplus will be divided amongst the nominated charities in accordance with a proportion of votes of the Members of the Charity Fund, taken by an online vote.

12. In the case of a deficit in the termly budget, the budget will be divided between the charities/organisations, which have been approved by a Motion of the MCR, proportionally to their popularity, as surveyed by an online vote.

13. The Treasurer shall prepare an Annual Report of how funds have been spent, which shall be presented to the MCR President and Vice-President.

14. The Annual Report prepared by the Treasurer shall be made available on the MCR website.

SECTION III: AMENDMENTS

15. The provisions of this Constitution may be amended by a two-thirds majority at a General Meeting of the MCR and shall be, unless stated otherwise, effective immediately.

16. Amendments shall be subject to the subsequent approval of the Governing body.