

UCTinAction

Information for UCT's Local and Regional Secretaries

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UCT in Action is designed exclusively for UCT's local and regional council secretaries to provide you with the information you need to know about programs, reports, council details, home office deadlines, and who to contact for specific assistance. You are our greatest resource, and we want to help make your jobs easier!

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Important announcement regarding the 2023 UCT convention

As a cost-saving measure, your UCT Board of Governors has decided to make the 2023 UCT annual session a virtual event. The meeting will take place on **Saturday, June 24, at 10 a.m. EST** and will be conducted using a videoconference platform. There will be a dial-in option for those who don't have a computer.

We hope to accomplish as much business and fun during the session as we would during a typical convention. There will be voting for amendments, resolutions, and officers. All participants will be required to pre-register prior to the convention. More details will be provided in the coming weeks. By the end of April, you can also check out the latest updates on the UCT website convention page at www.uct.org.

We hope you can join us!



Below are some important dates to know regarding the convention, so please read and take note:

- **June 2, 2023** – All UCT Standing Committee nominations must be returned to the home office. If you would like someone to represent your region, we need these nomination forms. We will be sending the nomination forms out with the regional convention facilitator packets so that during your regional convention you can make your selections and send them in.
- **June 12, 2023** – All regions **MUST** submit their delegates list by this date.
- **June 12, 2023** – This is the final day to register on the UCT convention webpage.
- **Week of June 12, 2023** – If there are any virtual townhalls they will be held during this week.
- **June 16, 2023** – All committee reports to be placed on file must be submitted to the home office so that all reports can be posted online for members to review.

Deadlines for UCT programs coming up fast

- **Volunteer of the Year Award Nominations – April 30**
- **Medal of Honor Program Submissions – May 1**
- **Local/Regional Council Newsletter Contest Submissions – May 1**
- **International UCT Safety Poster Contest Submissions – June 6**

** All submissions are due at the UCT home office.

The deadline for applying for the Ann Marshall Scholarship Program is fast approaching!

The Ann Marshall Scholarship Program provides possible scholarship assistance to the members and the children and grandchildren of UCT members pursuing college and/or technical school educations. Applicants must list a UCT sponsor and meet specific guidelines.

Applications are due **May 1** and can be obtained by visiting www.uct.org under Doing Good/Ann Marshall Scholarship Program. You can also contact Anita Neal at aneal@uct.org or at 800.848.0123 x1100 for more information.



Ways to support UCT Charities

UCT has been dedicated to helping individuals with intellectual disabilities since 1961, primarily through the UCT Scholarship Program, which over the decades has granted millions of dollars in scholarships to tens of thousands of students and teachers seeking degrees or certification in special education.

As a way to continue this important support to the scholarship program and later also to organizations helping people with special needs, the UCT Charities Trust Fund – now just UCT Charities – was established in 1997 as a 501.c.3 charitable non-profit organization for this specific purpose. The fund has grown over the years, but it needs the support of members and their local councils to continue making a difference.

UCT Charities is supported entirely through donations. Contributions may be made by individuals or groups and are recognized in an appropriate

manner. Donations to UCT Charities are cumulative, allowing donors to move up in giving levels, and may be tax deductible, depending on each donor's tax status.

There are several different ways to give to UCT Charities. One of them is to purchase a **life insurance policy** that names the fund as beneficiary upon your death. This option holds the funds in an irrevocable trust and, depending upon tax status, can allow you to deduct the cost of the policy's premiums. Other options include contributing to the fund **in memory** of a deceased loved one or member or donating in honor of a special person or an event such as a birthday or anniversary.

Contributions to the fund may be made by sending checks made payable to UCT Charities to: UCT, 1801 Watermark Drive, Suite 100, Columbus, OH 43215.

Don't forget the 2023 reports deadlines!

As you know by now, certain local and regional council reports, submissions and financial information are due at the UCT home office each year by specified dates. It's vital that we receive the information included in the reports, so please try to get them to us in time:

Local Council New Officers Reports are due April 19, and the **Regional Council New Officers** are due June 12. The home office needs to know who your officers are so that we can make sure your council is receiving all the information we have to share throughout the year. If you don't send in these reports, we can't stay in touch with you – and we will consider your council inactive. Please note that we need the reports each year even if your officers DON'T change from the previous year.

The **Local and Regional Council Financial Review Forms A-16 and A-21** are due by July 1. If you want your local



and/or regional council to continue to function financially without your dues being withheld, you **MUST** get these forms in to the home office on time.

Local Council 990 Tax Returns are due by August 15. If you don't submit your 990 tax returns, you are in danger of your council losing its tax-exempt status, and you don't want that to happen.

These are just a few of the vital deadlines to keep in mind. If you have questions about the reports, contact Linda Fisher at lfisher@uct.org or at 800.848.0123 x1130.
