

BUDDHIST CHURCHES OF AMERICA
FEDERATION OF BUDDHIST WOMEN'S ASSOCIATIONS

STANDING RULES AND PROCEDURES

Sec. 1. Purpose

These rules and procedures shall not limit the activities of the Federation, but, rather, shall provide a guideline to assist in carrying on the business of the Federation with more expediency and in accordance with the decisions set down by the members. These rules and procedures may be amended by proper vote, as stated in the Bylaws (Art. XII).

Sec. 2. Dues and Assessments

a. Annual dues of each BWA shall be two dollars (\$2.00) per member.

b. In addition to the annual dues, each BWA shall collect a two-dollar (\$2.00) assessment from each of its members annually, to be distributed in amounts to be determined at the discretion of the incumbent FBWA cabinet, for the Dana Day Fund, the Federation of Dharma School Teachers' Fund and those items listed in Sections 4 and 5 of these Standing Rules and Procedures.

Sec. 3. Seed Money for Conference Amount of the seed money for a conference shall be two thousand dollars.

Sec. 4. *Oiwai* and *Orei*

- a. A monetary gift of five hundred dollars (\$500.00) shall be given to ministers retiring from the BCA with a minimum of 25 years of service to the BCA. Those ministers retiring from the BCA who did not serve a minimum of 25 years shall receive a prorated portion with 25 years taken as 100%.
- b. A monetary gift of appreciation of five hundred dollars (\$500.00) shall be given to widows/widowers of ministers who may pass away during their active ministry with a minimum of 25 years of service to the BCA.
- c. A yearend gift of one hundred dollars (\$100.00) shall be given to each BCA student studying in Japan for the ministry.
- d. Various occasions of *oiwai* (congratulatory expression) shall be at the discretion of the cabinet, provided it is within its authority.
- e. Every newly assigned minister of the BCA shall receive a sum of one thousand dollars (\$1,000.00) towards the purchase of ministerial robes (*koromo*) as an expression of congratulations.
- f. A congratulatory message shall be sent to all member BWAs to recognize special anniversaries.

Sec. 5. Illness *omimai* and *koden*

- a. *Omimai* and *koden* shall be given as follows:

	<i>Omimai</i>	<i>Koden</i>
Active BCA Minister	\$100.00	\$100.00
Retired BCA Minister	\$100.00	\$100.00
Active BCA Minister's Spouse	\$100.00	\$100.00
Retired/Deceased BCA Minister's Spouse	\$100.00	\$100.00
- b. In the event of special cases, the cabinet shall be authorized to use its discretion.
- c. To a minister who has protracted illness that requires care extending into years, the Federation shall give *omimai* in the amount of \$100.00 each year.
- d. The Federation shall give a monetary gift of *omimai* to a minister (including those listed under "a" above) when the Federation has received written notification of the individual concerned, from the Office of the Bishop.

Sec. 6. *Hosha-no-hi* (Dana Service Day)

As adopted at the World BWA Convention held in Honolulu, Hawaii in June of 1967, this Federation shall encourage each church or district to set aside a *hosha-no-hi* each month, with definite projects suitable for its locality.

Sec. 7. Exchange Of Female Youths

- a. As adopted at the Third World Buddhist Women's Convention in Hawaii (1967), this program shall be under the joint directorship of the Jodo Shinshu Hongwanji-ha Buddhist Women's Association and BCA Federation of Buddhist Women's Associations.
- b. This is a home stay program open to female high school or university students of Jodo Shinshu faith, as a means of nurturing future leaders for Jodo Shinshu women's activities.
- c. The number of participants going to Japan shall be up to two every other year. The eight existing districts of the Federation, rotating in alphabetical order, shall be responsible for their selection.
- d. Confirmation of such assignments shall be made in advance at Federation conferences. During the year such conference is not held, confirmation shall be assigned to the district-in-charge.
- e. Travel expenses (minimum round trip air fares) from the United States to Japan shall be financed by the Federation.
- f. A gift from the Federation of approximately \$300.00 shall be presented by the representatives to His Eminence Gomonshu and Ourakatasama of the Jodo Shinshu Hongwanji-ha.
- g. Participants shall make a written report of their experiences to the Federation. In addition, an oral report shall be encouraged when a Federation conference is scheduled. All expenses of the youth to the conference will be paid by the Federation.
- h. On alternate years, the Federation shall host two youths from Japan. The host district shall be assigned in alphabetical order. Expenses for hosting the youths shall be financed by the hosting district.

Sec. 8. Eshinni-Ko Service

- a. Each BWA of the Federation shall sponsor a service once a year as a tribute to Eshinni-ko. April 25th is generally observed as Eshinni Day.
- b. The offerings from this service shall be used for the furtherance of Buddhist education for the youth at the local Buddhist churches.

Sec. 9. Kakushin-ni Day

Each BWA of the Federation shall annually set aside one day to honor and celebrate the life of Kakushin-ni.

Sec. 10 To Celebrate and Honor the Late Zenourakata Lady Yoshiko Ohtani

Each chapter, at its discretion shall set aside one day annually to honor and celebrate all women who have ever contributed to the propagation of the Buddha-Dharma, as the late Zenourakata Lady Yoshiko Ohtani undoubtedly would have wished.

Sec. 11. Member BWA chapters of the Federation of Buddhist Women's Association shall encourage the commemoration of the life of Rennyo Shonin annually at their home temples.

Sec. 12. Other Policies

- a. *WHEEL OF DHARMA*: The Federation shall financially aid the support of this publication and encourage each member to give a substantial donation annually.
- b. The BCA Sustaining Membership Program: The Federation shall endorse this program.
- c. Institute of Buddhist Studies: A contribution of one thousand dollars (\$1,000.00) per annum shall be made to this Institute for the purpose of providing funds to be used for domestic needs. The Federation shall have on record, annual reports from the recipient of the donation.

Sec. 13. Federation Song - The official song for the Federation shall be, *Asoka no Sono*.

Sec. 14. Procedure to comply with World Buddhist Women's Association Policies

- a. The FBWA Cabinet shall issue (along with other major FBWA communications sent to chapters) yearly reminders to chapters of their obligation to implement the World BWA policies.
- b. A copy of the World BWA resolutions, which resulted in the policies, shall be included with the reminder.
- c. Chapters shall be encouraged to share, orally or in writing, successful programs based on any of the World BWA policies.
- d. A portion of every Representatives meeting shall be set aside for a sampling of such sharing.

Sec. 15. Lady Takeko Kujo Memorial Service – BCA FBWA recommends each chapter to act as follows on the second Sunday of February

- a. Observe the memorial service for Lady Takeko Kujo, founder of BWA as “Kisaragi-ki” or “February Memorial” and
- b. Follow Lady Takeko Kujo’s spirit of Dana and practice Dana as “Day of Dana”

Amended: October 7, 2016, Seattle, Washington

Amended: December 29, 2012, San Jose, California (FBWA Cabinet initiated, endorsed by membership)

Amended: October 12, 2012, San Jose, California

May 12, 2012, San Jose California (FBWA Cabinet)

Amended: October 14, 2006, Fresno, California

Revised: October 10, 2003, Los Angeles, California

Amended: November 2, 2002, Santa Clara, California

Amended: October 12, 2001, San Jose, California

Amended: October 6, 2000, Sacramento, California

Revised: October 3, 1997, Fresno, California

Amended: September 29, 1995, Seattle, Washington

Amended: October 11, 1991, Burlingame, California

Revised: October 7, 1989, Fresno, California

Revised: October 13, 1985, San Jose, California