

Aldersgate United Methodist Church Fundraising Policy

approved: 20-Mar-2012

PURPOSE: This document establishes the policy for all fundraising activities associated with AUMC.

DEFINITIONS:

- fundraiser: The organized activity of soliciting and collecting money for specific programs, activities, initiatives, or organizations. It includes requests for cash or cash equivalents, the sale of goods or services, and activities like auctions.

SCOPE: This policy applies to all fundraising activities associated with AUMC. This includes

- fundraisers by groups within the church (e.g., Youth Group, Deborah Circle, etc.)
- fundraisers targeted to the church's congregation
- fundraisers hosted on the church's property (e.g., building use granted to external groups for a fundraiser)

POLICY:

1. *Approval.* All fundraisers must be approved by the Finance Committee. The Finance Committee ensures that fundraisers do not overlap, that the overall yearly fundraising calendar remains reasonable and well spread out, and that fundraisers adhere to this policy.
2. *Requests.* All requests for fundraisers must be submitted to the Finance Committee at least 10 weeks prior to the proposed start of the fundraiser. The requests must be in writing, and they must specify the purpose, the groups or individuals involved, the logistics, and the date(s) of the fundraiser.
3. *Appropriateness.* All fundraisers associated with AUMC must be compatible with the values of the church and conducted with respect and integrity, in accordance with the Book of Discipline.
4. *Sponsorship.* Any fundraiser that targets the congregation must be associated directly with the church and must be requested by a church member. Clarifying examples: requests by the Youth Group or Scout Troop 638 (chartered by AUMC) to solicit members of the congregation are acceptable to submit; requests directly from some other scouting troop or local charity to solicit members of the congregation will not be approved.
5. *Promotion.* Occasionally an outside group or individual may be granted use of the building from the Trustees for a fundraiser. In this case, the church's major communication channels (i.e., the printed bulletin/newsletter, the electronic newsletter, worship announcements, large or many church banners/flyers) shall not be used to promote the fundraiser. Word of mouth and a few posters in the church are acceptable. Other approved fundraisers may request promotion through the church's communication channels.
6. *Individual non-church fundraising.* Congregation members may perform reasonable fundraising on an individual basis at AUMC from time to time. A primary example is Girl Scout cookie sales. In this case, fundraising should occur on a personal level, and promotion shall not use the church's communication channels. Such fundraising does not require prior approval from the Finance Committee. However, if the individual intends to setup any sort of desk or station at the church for the fundraiser, a fundraising request and approval is required.
7. *Exemptions.* The Finance Committee, at its discretion, may grant exemptions to this

policy.

OWNERSHIP: This policy is owned by the Finance Committee. Questions about this policy or its interpretation shall be resolved by the Finance Committee, and changes to the policy shall be approved by the Finance Committee.