

Hickory Flat United Methodist Church

Policy on Fundraising Activities

Purpose

Hickory Flat United Methodist Church has adopted a policy on fundraising in order to facilitate and coordinate fundraising efforts for all work areas and ministries within the church. The intent of coordinating fundraising events is to 1) ensure that events are planned and carried out in a manner that is conducive with the mission of the church, and 2) to ensure the greatest possibility of success for each event by coordinating the timing of events to provide for maximum participation for all. Further, the location of fundraising will be limited to areas not adjacent to the Sanctuary during worship events. This request has been made in order to honor the sanctity of the worship experience and in keeping with biblical teaching.

Requests to be Considered

While many community fundraising efforts are important and have value within the kingdom, the church reserves the right to limit fundraising through church resources (i.e., webpage, email, church mailings, on-site events, etc.) to those events/efforts which are directly supported by a ministry of the church.

Fundraising Request definition

Stewardship Team approval is needed when requests are made to the church as a whole for the purpose of raising funds, materials and/or donations intended to offset expenses for ministry/outreach items. Examples include: seasonal giving (Angel Tree, GAKAC, etc.), mission trips (Mexico, Honduras, etc.), ministry scholarships (conference, retreat fees, etc.)

Stewardship Team does not need to approve an activity which currently occurs on regular scheduled dates and are self-funded. Examples include: WINGS Brunch, Men's Breakfast/Dinner, Wednesday Night Dinner.

Making a Request

All individual or group requests for fundraising events or activities must be submitted in writing. The form for requesting an event can be obtained at the church office or on the church website at *hickoryflat.org*. The completed form should be submitted to the Stewardship Team via the Church Administrator or Church Finance Office.

Approval Process

All requests will be reviewed by the Stewardship Team. After the team reviews the requests and applies the standards set above and consensus is either reached or the request is returned unapproved, the Church Administrator or the Stewardship Chair will contact the ministry areas regarding the status of the requests, and, if appropriate, begin assisting with planning and implementation of the event.

Requests for fundraising will be accepted throughout the year, but they will have to fit within the calendar already established by this process. All approved fundraising events will remain tentative until placed on the church calendar.

Additional Fundraising Activity/Event Guidelines

1. There will be no fundraising events on Sunday mornings in the vicinity of the Sanctuary or Gathering Room/Welcome Center.
2. Fundraising will be limited during times when the church has a church-wide stewardship focus (i.e., annual budget or capital campaign).
3. Once events/activities are approved, the Church Administrator or the Pastor will work with the ministry area to assist with details and to ensure that we meet all of the legal and tax requirements.