

Fundraising Policy **St. Paul's Episcopal Church**

Purpose

St. Paul's is a parish that strives toward wise and good stewardship of all the gifts God has given us. In recognition that all parish ministries are financially supported by parishioners through their generous pledges and gifts, this policy has been formulated by the Vestry to define fundraising within our own commitment to stewardship as a way of life.

St. Paul's does not ask its members for additional gifts of support beyond their annual pledge to support parish ministries. It is recognized, however, that it may be appropriate from time to time to afford parishioners the opportunity to give beyond their annual pledge. Some of these opportunities may be made available through approved fundraising events. At other times, especially in the case of natural disasters, it may be desirable to provide for a special collection or to offer other opportunities to donate money for relief efforts. These special event collections, which are outside the realm of this fundraising policy, can be granted only by the Rector.

Definition

Fundraising is here defined as the solicitation of goods for sale or resale, or the solicitation of money for the purpose of funding or benefiting an individual, group, or cause.

Policy

The following fundraising policy is subject to the Bylaws of St. Paul's Episcopal Church, Salt Lake City, adopted by action of the Vestry on March 9, 2007 (see especially Article VI, Section 1 and Article VIII, Section 4).

- Because the business and affairs of the Parish shall be under the authority of the Vestry, all fundraising events and activities, with the exception of special event collections described above, shall require Vestry approval.
- Groups or individuals seeking approval for fundraising must clearly identify the purpose for which the funds will be used in advance of the solicitation, and a public report or accounting must be provided to include 1) total expenses, if any, for the fundraiser; 2) a precise listing of how much was raised; and 3) after the event, an accounting of how the profits were disbursed.
- Every request for a fundraising activity must be made in writing using the appended Fundraising Application Form. Requests will be addressed at regularly scheduled meetings of the Vestry and cannot be granted via e-mail correspondence with or among Vestry members. The previous granting of a fundraising request is not an assurance or promise that the privilege will be granted for any subsequent year. Fundraising requests do not carry over from one year to the next.

Approved by action of St. Paul's Vestry on November 6, 2007

FUNDRAISING APPLICATION FORM

St. Paul's Episcopal Church

Salt Lake City, Utah 84102

Name of Organization/Group: [Please PRINT legibly]

Contact Person: _____ Phone: _____

Describe the event or activity you wish to conduct (bake sale, candy or other sale, dinner, brunch, dance, etc.) and who or what is the intended beneficiary of the activity.

Date(s) desired for the fundraiser: _____ Time: _____

How many people will be involved in this event? (e.g., 10 people will be involved in cooking, set-up, and clean-up)

Please Note: This fundraising activity, if approved, will still need to be scheduled through the parish activity calendar by calling (801) 322-5869. This form does not constitute a request for, or confirmation of, rooms or space at St. Paul's. Space is subject to availability.

I have read the foregoing Fundraising Policy and agree to abide by its provisions, including that of a full accounting of expenses and profits.

Signature of Person Responsible for the Fundraiser/Organization

Date