



Policy of The Community Church of Sebastopol

Title: Fundraiser Policy

Affected body: Congregation

Approved by: Leadership Council

Date Approved: March 20, 2019

To Be Reviewed: As needed

Date last Reviewed: None

Date this version proposed: March 20, 2019

Proposed by, representing: Benjamin Broadbent,
Lead Minister

Purpose & Background: The Community Church of Sebastopol seeks to balance responsible stewardship of the congregation's resources – people, finances, and facilities – with requests from church members and wider community members to hold fundraising events. This policy outlines the process of coordinating fundraisers that are promoted through the church community and/or held at the church's facility.

Policy: The Leadership Council authorizes the Congregational Administrator and Lead Minister to make decisions about fundraisers and what parameters should apply in specific instances. As necessary, the people in these positions will consult with Leadership Council members, other staff team members, and other church leaders.

Considerations:

- Fundraisers should be coordinated within the whole life of the congregation (to avoid "donor fatigue") and within the scope of the various uses of the facility (to avoid schedule conflicts).
- The primary fundraising event in the life of the congregation shall be the Annual Pledge Drive. Other fundraising efforts should not duplicate or impair this program.
- Beyond the Annual Pledge Drive, priority will be given to fundraising events spearheaded by members of the church on behalf of church programs (eg. Youth Mission Trips, Women's Retreat, Mission Outreach Christmas programs).
- Lesser priority will be given to fundraisers spearheaded by church members, or non-church members, for an organization outside of the church's ministry. These will be considered on a case-by-case basis and only as the program and facility schedules allow. According to the Facility Use Fee Schedule, fees may apply to offset administrative, custodial, and utility costs.

Procedural Steps:

The Congregational Administrator shall communicate this policy through the church's newsletter and will be posted on the church's website.