

MAULDIN UNITED METHODIST CHURCH

Fundraising and Promotions Policy (Solicitations)

Mauldin UMC is a church of people who hear God's callings, and as such, we are fortunate to have an outlet for a variety of missions and ministries.

PURPOSE

The purpose of this policy is to provide guidance to members and friends of the church, who seek the opportunity to support the church, its ministries, missions, and various non-profit organizations, and to purchase goods and services relating to a church ministry that are of interest to them.

All fundraising or promotions activities conducted on behalf of Mauldin United Methodist Church and its ministries, whether on-site or off-site, must be reviewed and approved under this policy, in advance, to ensure that all events are in-line with the Church mission and do not jeopardize the Church's reputation or tax-exempt status.

POLICY

This policy governs the following activities ("solicitations") whether on-site or off-site:

- a) Soliciting donations of money, goods, or services, and
- b) Selling goods or services

Permitted Solicitations

The following solicitations are allowed:

- A. If the proceeds will be spent to acquire church property or support the church's own budget or programs.
- B. If all proceeds will be given to an outside non-profit organization whose missions are specifically supported by one of the church's ministries or an affiliated organization.
- C. If the seller is a speaker or performer, specifically invited by the church as part of a worship service or special event, who wishes to sell their printed or recorded materials.
- D. If the solicitation indirectly benefits the church and is approved by Church Council.

Prohibited Solicitations

The following solicitations are not allowed:

- A. If any part of the proceeds will go to an outside for-profit organization or person, except as specifically permitted in "Permitted Solicitations" paragraphs C and D.
- B. If any part of the proceeds will go to any political candidate or political party organization.
- C. If any part of the proceeds will go to any outside non-profit organization not specifically supported by church groups as described in the "Permitted Solicitations" paragraph B above.

PROCEDURE

- A. The chair or leader of the group sponsoring the solicitation is responsible to ensure the solicitation is in accordance with this policy. Questions regarding interpretation or application should be directed to the Finance Committee.
- B. If the solicitation is to take place on Church premises:
 - The solicitation event must comply with the Policy for Facilities and Equipment Usage of the Church and Spirit Center.
 - The group sponsoring the solicitation is responsible for setting up and taking down any tables, chairs, posters, etc. related to the solicitation.
- C. To make application for a solicitation event, the group sponsoring the solicitation completes a Fundraising and Promotions Request Form and submits it to the Administrative Assistant.

- D. The Administrative Assistant distributes copies to the staff for their consideration.
- E. At staff meetings each week, request forms are reviewed, and decisions made as to whether a request is approved. Staff has the discretion to balance fundraising efforts so to allow an equal opportunity for all groups. After the request has been approved, the date is added to the church calendar. Groups will be notified about their request.
- F. After approval, the Administrative Assistant sends copies of the approved form to the Business Administrator and Finance Committee.

Approved by Finance Committee	8.16.2021
Approved by Church Council	8.17.2021