

**Fundraising Policy**  
**First Baptist Church, Woodbury, Tennessee**

**DEFINITION:**

Fundraising/Fundraiser – The organized activity of voluntarily collecting money or other resources for mission trips, summer camps, outreach programs and initiatives and/or nonprofit organizations or activities.

**PURPOSE:**

In addition to raising needed money for church ministries and missions, fundraisers highlight specific ministry activities and build community within the church and enthusiasm for its ministries.

However, fundraising should never overshadow the practice of stewardship. The purpose of this policy is to create guidelines for successful fundraising without undermining the practice of stewardship or missions giving.

**SCOPE:**

This policy applies to any fundraiser planned by a ministry group or an individual of FBC Woodbury.

**EXCEPTION:**

This policy does not apply to tithes and offerings received during scheduled times of worship.

**PRINCIPLES:**

To help the church practice good stewardship, to act respectfully toward members of the congregation and others who are asked to support the church and its fundraisers, as well as support the goals of groups which participate in fundraising, these principles are offered as a foundation for church fundraising policies.

1. The fundraising activity must address essential needs, and not gratuitous wants or luxuries of the group.
2. The fundraising activity itself must be compatible in its content and the way it is conducted to the identity and mission of First Baptist Church, Woodbury as a Christian community of faith.
3. The group raising funds must be aware of and respectful of the needs, customs, and integrity of church ministries and organizations, and should seek to build partnerships in cooperation with other groups to avoid competition and duplication.

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4. Groups must be respectful of the congregation, the church's property, and the sacredness of the church's worship.
5. Differences in interpretation of the fundraising policy will be resolved by the Pastor aided by the Deacons.

**POLICY:**

**1. SCHEDULING**

- Only one (1) Fundraiser will be scheduled per month.
- To allow all groups/trips ample opportunities, only three (3) Fundraisers may be scheduled by any ministry group/trip during the calendar year.
- Fundraising campaigns will be single events held on one (1) day.
- Fundraisers will not be scheduled on the following days: Palm Sunday, Easter Sunday, Mother's Day, Father's Day, Christmas Eve or Christmas Day.
- Scheduling of all fundraisers will be through the Church Council.
- The attached application must be submitted to the church office. If the event meets the requirements of this policy the application will be forwarded to the Church Council and the event added to the church calendar.

**2. PROMOTION**

- Church Bulletin and eBlast – Announcements are due by Tuesday at noon for the following Sunday.

**3. LOCATION**

- All fundraising activities will take place on church property in Madden Hall or in the outside areas of the church.

**4. ACCOUNTING**

- Income received from a fundraiser will be turned over to the church treasurer and held in a designated fund until funds are distributed.
- Persons will not be reimbursed for fundraising expenses, except for expense receipts (provided to the Treasurer) for commodities purchased to support the fundraising event out of the income for that event."

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- Money earned through fundraising that is not used will be placed in the account of the ministry/organization conducting the fundraising effort.
- Money received through fundraising opportunities will not be returned to the individual for any reason.

**5. REVIEW**

- All fundraising activities are subject to review by the Pastor and/or Deacons.
- Exceptions to this policy may be granted, on an individual basis, by the Pastor and Deacons.

**Approved in regular business meeting on April 12, 2017**

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**First Baptist Church, Woodbury  
Fundraising Application**

*This form is REQUIRED to schedule a fundraising event for any FBC Woodbury Ministry Group  
and the completed form turned in to the church office.*

**Application Date:** \_\_\_\_\_

**Sponsoring Group:** \_\_\_\_\_

**Contact Person:**

**Name:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Cell #:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Describe Proposed Event:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Proposed Date/Time:** \_\_\_\_\_