

Arapaho Road Baptist Church

Policy on Fundraising

Approved July 18, 2007, by ARBC Stewardship Ministry Team

Effective immediately to be implemented into the 2008 Budget Year

PURPOSE:

In recognition that Arapaho Road Baptist Church is a total stewardship church and that all church ministries are financially supported by church members through their generous gifts, this policy has been formulated by the Stewardship Ministry Team to define fundraising within ARBC's own commitment to stewardship as a way of life.

RATIONALE:

ARBC does not ask members for additional gifts of support beyond their tithe gift back to God, striving to reach the goal of 10% of their income to the church. It is recognized, however, that from time to time it may be appropriate to offer the opportunity to church members to give over and above their tithe. Some of these opportunities are in the approved fundraising events. At other times, it may become necessary, especially for natural disasters, to have special collection or donation opportunities. These events, outside of the realm of this fundraising policy, can only be granted by the Pastor or Stewardship Ministry Team.

DEFINITION:

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

POLICY:

The following is the Fundraising Policy at ARBC:

1. Every request for a fundraising activity must be made in writing using the fundraising application form. These forms are located in the rack inside the office hall.
2. There will be a maximum of (3) fundraising events per year allowed by any one ministry.
3. Previous granting of fundraising is not an assurance, promise or expectation that the privilege will be granted for any subsequent year
4. Groups/Organizations must be recognized church ministries and part of the mission and ministry of ARBC
5. All fundraising groups must be good stewards of the gifts they receive through the generosity of others and, therefore, must in turn be generous stewards of those gifts. Therefore, all fundraising must generously give 10% of the amount raised (tithe) back to ARBC, helping to cover building usage costs.
6. All applications must be submitted to the Administrators Office by September 30 of each year for distribution to the Stewardship Ministry Team.
7. Any requests for fundraising after September 30 of each year will only be considered on a first come, first served basis.
8. Fundraising requests do not carry over from one year to the next

9. No request for fundraising through gambling activities will be accepted, including raffle and bingo.

10. Groups wishing to fundraise must clearly identify what the funds will be used for in advance of the solicitation and provide the Stewardship Ministry Team a public report/accounting which includes:

- Total items sold and/or money collected
- Total expenses, if any, for the fundraiser
- A specific listing of how much and where the profits were used
- An accounting of the amount contributed back to the church in the form of a tithe.

Fundraiser Approval:

The Stewardship Ministry Team will receive fundraising requests, evaluate the proposals submitted, and make recommendations to the church body. These recommendations will be approved by the church in the November Business Meeting.

Timeline for Fundraising Decision:

The timeline for determining fundraising activities is as follows:

- September 30 – Deadline for all fundraising applications
- October – Stewardship Ministry Team meets to consider applications.
- Stewardship Ministry Team may ask the sponsoring organization to provide more information or to appear before the Team.
- By first Wednesday of November – Stewardship Ministry Team meets and determines their recommendations for fundraising events and submit recommendations to the church.
- Recommendations will be presented to the church during the November Business Meeting for approval.
- By December 1 – All applicants are contacted as to the status of their fundraising request.

Exempt Activities:

Fundraising occasions which are exempt from this policy:

Missions offerings – Mary Hill Davis, Lottie Moon, Annie Armstrong, Mission Trip, or any emergency offering the Pastor deems appropriate (i.e. disaster relief)

The Stewardship Ministry Team is the final authority on all fundraising activities and exemptions thereof. However, all activities, whether granted by exemption or allowed through this policy, must complete the ARBC Fundraising Application and abide by the spirit of this policy, including tithing 10% of the money raised. Exemptions, if any, are granted for one year only.

ARAPAHO ROAD BAPTIST CHURCH FUNDRAISING APPLICATION

Name of Organization/Group (must be a recognized church organization): **[Please PRINT legibly]**

Contact Person: _____ Phone: _____

For what purpose are you raising funds?

What event or activity are you wishing to conduct? (i.e. candy or other sale, brunch, dinner, etc.)

Date(s) desired for fundraiser: _____

Time: _____

This form does not constitute a request nor confirmation for rooms or space at ARBC. Rooms and dates are subject to availability.

What is your goal (the amount you wish to raise): _____

What is the cost (before profit) that you will expend in order to fundraise?

How many people will you involve in the work of fundraising? (i.e., 20 people will cook, serve, market, set-up and clean up)

How does this activity you are sponsoring reflect the mission of the church?

Does this activity fully support the funding necessary for your ministry? If no, what is your plan to obtain the additional funding?

I have read and understand ARBC's *Policy on Fundraising*. I further understand that this application is subject to review by the Fundraising Committee, Stewardship Ministry Team, and Pastor. I also understand and commit to providing all information requested in the Policy as well as am committed to stewardship as a way of life and our organization will tithe 10% of the fundraising monies to Arapaho Road Baptist Church.

Signature of Person Responsible for the Fundraiser/Organization Date _____