

Plainfield United Methodist Church Fund Raising Policy

Adopted by the Finance Committee March 10, 2014

Adopted by the Church Council March 12, 2014

It is the intent of Plainfield United Methodist Church (“PUMC”) to encourage the use of the church and its facilities in a manner that brings glory to God and supports the Social Principles of the United Methodist Church including use for the purpose of family and fellowship.

It is extremely important to the financial health of the church that all fund raising events be coordinated. This helps avoid multiple solicitations to the congregation at the same time; prevents non-authorized solicitations; spreads solicitations out so the congregation doesn’t feel overwhelmed and helps maintain a healthy church environment.

Policy: All requests for fund raising must be approved by the Finance Committee of PUMC.

Exceptions and interpretations to this policy will be considered by the Committee on an individual basis by directing them to Finance@PUMC.org or as a written request to the Finance Committee Chairperson.

Guidelines:

- Fund raising activities are limited to PUMC members, ministries, sponsored groups, church organizations and not-for-profit organizations that support the *Discipline* of the United Methodist Church. (Non-PUMC Groups or Individuals may be “sponsored” by Church Groups or Ministries to meet requirements.)
- Solicitation of funds by Individuals is not allowed unless it is part of a sponsored program of PUMC.
- No “sales type” events will be allowed by Non-PUMC Groups and Individuals except as fund-raising projects approved by the Finance Committee. (Examples are: Tupperware; Pampered Chef; cookies; candies; etc.).
- No “collection of monetary sales” should be conducted in the Main Lobby (Narthex). “Sales – type” fundraising should be conducted in the Side Lobbies

Applications Steps:

1. Make sure your request falls within the guidelines above.
2. Complete a written request to the Chairperson of the Finance Committee of PUMC at least two weeks prior to the event or by email to Finance@PUMC.org. Include:
 - a. date of the event;
 - b. purpose and description of the event;
 - c. location of the event;
 - d. sponsor of the event (individual, organization or ministry);
 - e. primary contact person and contact information.
3. Upon approval of the Finance Committee, submit a request to the Pastor of Communication for lobby display space and scheduling or a Building Use Request form to the Church office.