

UUCM Policy on Special Fundraising Events
Adopted by UUCM Council
October 11, 2011

The Council believes that the enthusiasm and innovation of individuals and committees within UUCM to hold special fundraising events that benefit either UUCM or support the principals of UUCM in the larger community should be encouraged.

Therefore, the policy of UUCM on fundraising by committees or individual friends and members of UUCM shall be as follows:

1. Committees or individual friends and members of UUCM shall be encouraged to hold special fundraising events throughout the year as they wish. Proceeds may go to the general operating fund of UUCM, or be targeted to a specific purpose or cause, either within UUCM (for example, new music for the choir) or in the outside community, provided the following criteria are met:

- a. The supplemental fundraising events must either be fun, social events (such as a potluck dinner where a donation is requested, or a musical concert) or provide a benefit or service to the donor (such as selling bagels at coffee hour.) A direct solicitation of funds without some event or service is not permitted.
- b. The individual or committee proposing the event must have adequate plans for all the logistical aspects of the event (where it will occur, what resources will be needed, etc.)
- c. If the specific cause or purpose is for a cause or purpose outside of UUCM, the fundraiser must be initiated through, and approved by, the Social Justice Coordinating Committee (SJCC) as meeting their goals and priorities, and then approved by the Finance Committee as described under Process below.

2. Process:

- a. The Council delegates to the Finance Committee the authority to approve special fundraising events.
- b. At the same time that an individual, committee, or the SJCC requests approval from the Finance Committee, they should inform the president of the Council that approval is being sought from the Finance Committee.
- c. The Finance Committee shall determine whether the criteria for special fundraising events has been met, and shall determine if the timing of the proposed event is in conflict with some other fundraising event at UUCM.
- d. If the criteria have been met and there is no conflict, the event will be approved.
- e. If there is disagreement over whether the event should be approved, it may be referred to the Council by either the individual proposing the event or the Finance Committee.
- f. Finance Committee may develop a "special fundraising request form" to ensure they get all the information they need and to expedite the process.

3. During the annual budgeting process, committees should still include *all* expense items they anticipate during the coming year so that the congregation has the full picture of the needs and desires of our community as the budget is set and the Stewardship goals are created.