



St. John's Lutheran Church Fundraising Policy

Salisbury, NC
August 16th, 2010

“But whoever has the world's goods, and see his brother in need, and shuts up his heart from him, how does the love of God abide in him?” I John 3:17

Fundraising activities are important in addressing the needs in our community and the world. However, fundraising activities must also be managed in a way that does not detract from individual worship or compromise the vision, mission, or principles of the Church.

The following guidelines will be used in determining if a fund raising activity is permitted at St. John's or by an organization of St. John's:

1. **All Fundraising activities must be aligned with the values and mission of St. John's.**
2. Fundraising request will be considered based on the following priority:
 - 1) **On-going Church sponsored/endorsed activities** (e.g., Operation Christmas Child, Angel Tree, Youth Mission Trip, etc)
 - 2) **One-Time Events addressing urgent needs within the local congregation or world wide Lutheran Church** (Haiti relief, urgent needs for Rowan Helping Ministry, etc.)
 - 3) **Request from Christian individuals/organizations from outside St. John's**
 - 4) **Request from secular individual/organization with no association to St. John's**
3. **All groups sponsored by St. John's (sponsored by a Ministry Group/group) will be allowed to have a fundraising event**
4. **A fundraising calendar will be created and maintain in the Church office. No more than one “major” fundraising event should be scheduled per month** (some events may be approved during the same month during certain months like December)
5. **One major fundraiser per year can be scheduled in advance by groups/ministry teams in priority 1. These groups may request a second fundraiser at a later day, based on need, provided it does not conflict with already scheduled events.**
6. **Request to address the congregation during a worship service must be made to the Worship Ministry Group/Group and/or Pastor(s)**
7. **Fundraising activities that are held off of the church property (such as a car wash, bake sales, etc) are not limited and do not need permission, but the**

group must inform the church office of the event and placed on the fund raising calendar.

- 8. All fund raising activities on St. John's campus must follow the Policy Handbook for Facility and Property Handbook, and Policy for Use of Sanctuary and Chapel Narthexes.**
- 9. Behaviors during fundraising events should not intrude on the atmosphere of worship. (no aggressive sales, competition, etc)**

Fund raising request must be submitted to the Church office using the Fundraising Request Form. Opportunities will be provided to publicize fundraising events through the various communication channels including, website, Eagle's View, presentations, based on the type of event following the communication guidelines

Decision on Fund Raising Request:

- 1) Based on the guidelines, request will be approved by the Business Manager in consultation with the Pastor(s)**
- 2) If a decision is unclear, the request may be referred to the Council Executive Committee**
- 3) The Council Executive Committee may make a decision or refer the request to the Congregational Council for more complex issues.**

The questions below provided by the ELCA should be used as fundraising request are reviewed:

Questions for Consideration:

The following questions should be addressed as congregations, institutions, agencies, synods and the churchwide organization consider fundraising efforts:

1. Are the goals for the activity clearly established before the activity is undertaken?
 - Who is being served by this effort, and how?
 - Is this effort consistent with the total ministry of the church?
 - What is the guiding principle in designing the event or program: Making the most money any means possible? Service to the community? Fellowship?
 - Does the method of fundraising accomplish these goals, or are they at cross-purposes with the goals?
 - Do the goals complement other financial stewardship efforts within the congregation, synod or churchwide organization?
2. Are the people who will work on an activity part of the decision-making process?
3. Does the activity provide a service beyond the fundraising itself?
4. Will the activity afford satisfaction and dignity to those who engage in it?
5. Will the activity provide an avenue for people to use their abilities and to express their willingness to serve others?
6. Does the activity send a message consistent with the idea of sacrificial giving?
7. Does the activity ask community members to support something that the congregation is not willing to fund?
8. Does the activity build commitment within the community, or relieve the conscience of those who are involved in the congregation in a limited way?
9. Will the activity benefit the ministry of the whole organization, or is it a means for a small group to exert power and control through the dollars raised?
10. Will the activity be seen as a unique contribution to the community, or as direct competition with local businesses, who must pass health inspections and pay taxes?

(Taken from the *ELCA Financial Stewardship Strategy Report and Recommendations* adopted by churchwide assembly action August 1993)

St. John's Lutheran Church
Policy for Use of
Sanctuary and Chapel Narthexes
by
Ministry Groups/Committees/Groups
May 16, 2002

- A. Two tables per Sunday, per service
- B. Two Sundays per event
- C. Reservations
 - 1. Requires using Facilities Request Form
 - 2. Must go through Ministry Group Chair for signature
 - 3. Must be received two weeks ahead of date tables will be needed
 - 4. If more than two requests for a specific date, decision made based on the following criteria in the order presented.
 - a. Congregational Fellowship Event (non fund-raising) Hearts on Parade - February
Easter Breakfast – Easter Sunday
Advent Luncheon – December
Shrove Tuesday – February/March
Homecoming/Fall Festival – September/October
 - b. Community Related non-fund raising event
Bloodmobile - Spring
Samaritan's Purse Shoe Boxes – October/November
 - c. Fund Raising event for St. John's family
St. John's Youth Groups (including scouting programs)
 - d. Fund Raising event for greater community
Habitat for Humanity - Spring
Relay for Life – May (1st weekend)
CROP Walk – October (3rd Sunday)
 - e. If the group is not affiliated with a Ministry Group, the request must come
 - 1. through the Business Manager.

Placement of Tables

- 2. Tables will be placed in the Narthex prior to Sunday with a reserved sign
- 3. Ushers will not place or move tables
- 4. Tables will not be placed against glass windows
- 5. Tables will be placed in the narthex entry from the breezeway of the main sanctuary, the lobby of the Chapel, and the hallway leading to the Center.