

Cross of Hope Church and Schools

Fundraising Policy August 2013

PURPOSE:

Fundraising events are used to provide funds to those Called Ministries that are not apart of the budget process. Key Ministries – Worship, Music, Family and Youth Programs, Faith Foundation, Stewardship, and Evangelism – are part of the budget process. Key Ministries may also hold fundraising events.

ESTABLISHED FUNDRAISING EVENTS:

Pardi Gras – set to be celebrated the Friday before Ash Wednesday each year – originated to provide funds for the Music Ministry to assist with music materials and equipment, training, and travel to training events.

Other groups needing funds may coordinate with Music Ministry to make use of this event - Pardi Gras – for their primary fundraiser of the year.

OktHOPERfest - set as the third Friday in October each year – originated to provide funds for the Worship Ministry to assist with the many tasks and supplies given oversight and support by Worship Ministry (Nursery; Kitchen; Hosts, Ushers & Acolytes; Altar Guild; Fellowship programs, etc.)

Other groups needing funds may coordinate with Worship Ministry to make use of this event – OktHOPERfest – for their primary fundraiser of the year.

Elementary School “Dessert Concert” – set as the third Friday in September each year – this event is sponsored by the Parents of Hope and is used to provide for elementary school projects. Coordination is with the Principal and the Elementary School Board of Management.

Elementary School “Fall Festival” – set to happen as close to Halloween as possible – sponsored by the Parents of Hope as a fun family event and also an alternative to Halloween trick or treating. The community is invited to participate. Funds are used for elementary school projects. Coordination is with the Principal and the Elementary School Board of Management.

Third Sunday of the Month Fundraiser - This Sunday is establishment as a date that a ministry needing fundraising can reserve and the congregation will know to count on an event on this Sunday every month. The event would occur between the 8:30 and 10:45 services and after the 10:45 service. It can be a meal event – burrito sales, pancake breakfast, ice cream social, etc. – or a product or services event.

HopeFilledHappenings would be used to announce the event at the beginning of each month so that members would know what event is planned and who is sponsoring the fundraiser. The type of event would be the choice of the sponsoring ministry. Ministries

wishing to reserve a "Third Sunday" for fundraising need to make their request at least 5 weeks in advance of the requested Sunday date.

FUNDRAISING FOR EVENTS:

While most fundraisers will be done within the church community, Ministries needing to raise funds are encouraged to also use events that allow for a large portion of the funds to be raised from outside members of Cross of Hope Church. Fundraising outside of the congregation allows members to focus their giving on stewardship commitments while also supporting ministry fundraising events.

Fundraisers that provide services such as lawn care, household chores, childcare, etc., for members are permissible with the appropriate supervision and support of those providing the services; i.e., safety and security for SHY and MHY members that might be involved in such fundraisers.

PROCESS AND APPROVAL:

No more than two fundraisers may be held in any month and only one fundraiser may be scheduled at a time on any day.

Ministries may request a fundraising event by coordinating with the Pastor and the Church Staff to establish the best available dates and purpose of the event. Requests will be discussed at the Thursday Staff meeting and scheduled or referred to the Executive Committee for approval if the request does not seem to fit the guidelines. Requests should be made at least five weeks in advance of the proposed date.

Fundraising events will give the congregation at least two weeks advance notice of the event so that members can make arrangements to participate.

Events may be scheduled between the 8:30 a.m. and 10:45 Sunday services and should also include time after the 10:45 service to allow participation by those who attend the 10:45 service. Events may include a Saturday night opportunity for those attending the Saturday evening 5:30 service.

Events may be scheduled for Friday evenings and Saturdays if space is available on the Church Calendar. Saturday evening events may not overlap the 5:30 p.m. Saturday evening service.

Events may be scheduled off-site with the guidance and supervision of the sponsoring ministry and with information on how members may participate.

Preschool and Elementary School Events will be coordinated with the Church calendar to assure there is not an overlap of dates.

Elementary School events must be approved in advance by the Principal who will consult with the School Board for approval prior to the event being coordinated with the church calendar. Elementary School fundraisers must be approved at least a month in advance to allow for Board meetings and approval and coordination with the Church calendar.