



ST. DAVID'S EPISCOPAL CHURCH FUNDRAISING POLICY

PURPOSE: In recognition that St. David's is a covenant community and that our outreach missions are supported by parish members, this fundraising policy and process is developed to:

- Meet the spirit and intent of faithful stewardship and giving
- Ensure success of outreach missions
- Empower our outreach mission leaders
- Support collaborative decision making

All requests to raise funds will be reviewed by the Fundraising Planning Committee. This committee will be led by a Vestry member, and consist of one representative each from the REACH, Bromley, and El Hogar mission teams. The committee will also include a Fundraising Planning Coordinator. The Fundraising Planning Coordinator's role will be to: maintain and update the fundraising calendar; call for meetings of the committee as necessary; acts as liaison with the Communications Committee; and, coordinates all fundraising activities in the church. The vestry may amend this policy as necessary to meet the needs of our church. This Fundraising Policy supersedes the interim policy.

RATIONALE: This fundraising policy is aligned with St. David's mission and vision *Where No One Stands Alone*. Mission outreach provides internal and external opportunities to educate the community on our work to remain spiritually connected to one another at home and abroad.

This fundraising policy supports the revised ministry planning process that was approved by the vestry on July 20, 2009.

FUNDRAISING DEFINITION: Fundraising is defined as an organized request, invitation or solicitation to St. David's parishioners regardless of event location for the purpose of raising money. Parish resources are only to be used for approved fundraising activities.

This fundraising policy primarily addresses the three ministries most engaged in fundraising activities at St. David's – El Hogar, REACH, and Bromley. Specifically

excluded from this policy is the St. David's preschool and requests for non-monetary goods and services (ie. food and clothing drives). Requests for these types of events will be submitted to the Fundraising Planning Committee according to the guidelines set by that committee.

OUTCOME: The success of the fundraising process is predicated on the approval of the Mission's Ministry Plans by the vestry in September.

FUNDRAISING COMMITTEE PROCESS:

| TIMEFRAME | PURPOSE | PARTICIPANTS | EXPECTED OUTCOMES |
|---|--|---------------------------|---|
| <p>1st Quarter 10-1 to 12-31</p> | <p>-The Planning Committee convenes to review the submitted fundraising plans</p> | <p>Planning Committee</p> | <p>-The Planning Committee reviews and agrees to fund raising activities/plans</p> <p>-Draft annual activities calendar developed and presented to vestry for endorsement in December</p> |
| <p>2nd & 3rd Quarter 1-1 to 6-30</p> | <p>-The Planning Committee meets for status review in March and June</p> <p>-Fundraising activities implemented/in process-</p> <p>-Vestry status review</p> | <p>Planning Committee</p> | <p>-Ideas shared, concerns communicated and resolved</p> <p>-Calendar amended, if required</p> <p>-Fundraising activities implemented/in process</p> <p>-Planning Committee shares status/outcomes with Vestry in June</p> <p>-Activity outcome reports</p> |

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|-----------------------------------|--|--------------------|--|
| | | | completed and submitted to coordinator |
| 4th Quarter 7-1 to 9-30 | <ul style="list-style-type: none"> -Fundraising activities implemented/in process -The Planning Committee meets prior to ministry plan completion to share draft fundraising plans -Mission Ministry Plans presented to Vestry in September | Planning Committee | <ul style="list-style-type: none"> -Same as 2nd & 3rd quarter above -The Planning Committee consents to next year's fundraising activities |