

FIRST UNITARIAN CONGREGATIONAL SOCIETY BROOKLYN

A UNITARIAN UNIVERSALIST CONGREGATION

Fundraising Policy

The Board of Trustees encourages all committees and members of the congregation to propose new fundraising ideas that benefit the congregation's general fund. The following fundraising policy is designed to provide guidelines for the development and implementation of all special fundraisers. A special fundraiser is defined as one that benefits a specific group or interest and/or where the proceeds are intended for a particular purpose.

1. Fundraisers should be designed to complement the mission of the congregation and the Purposes and Principles of Unitarian-Universalism.
2. The scheduling of all fundraising activities must be coordinated with the Congregational Administrator/Director of Congregational Life/Executive Director (CA/DCL/ED) (and must not compete with any general fundraising events such as Unifair, Auction or Sunday morning activities).
3. All fundraising proposals must be submitted in writing to the Standing Committee for approval by The Board of Trustees.
4. Groups should consult with the CA/DCL/ED regarding the expected costs for any planned event, and it is expected that sponsoring groups will reimburse such costs from the proceeds of the event. The Board may elect to reimburse event costs on a case by case basis. Groups wishing to have the Congregation reimburse costs should include this request in their initial proposal.
5. The proceeds of all fundraisers must be deposited to and withdrawn from the Congregation's general bank account (which is necessary for contributions to be tax deductible) and will not be considered restricted funds. If the funds collected exceed the amount needed for the proposed

use, or the funds are not spent by the end of the fiscal year, the funds will be treated as part of the general Church funds.

6. The Board will consider all requests for any exceptions to the Fundraising Policy when received in writing. (See Carry Forward Policy.)

Adopted by the Board 4.14.22