

**FBC Fund Raising Policy (2005)**

**Finance Committee Approved  
July 19, 2005**

**Congregation Approved  
July 24, 2005**

Internal fundraising is the collection of monies or goods for a specific cause which is over and above the operating fund or capital campaign.

FBC's annual budget is funded by the operating fund. The annual budget is reflective of FBC's missions and programs. Primary fundraising shall be on responsible and sacrificial giving through the annual stewardship drive and from time to time through a capital campaign as needed.

However, in order for the church to creatively address mission opportunities, certain special fundraising opportunities may be appropriate. Accordingly, to comply with the IRS and avoid interference with other giving programs in the church, projects needing internal fundraising shall submit a request to the Finance Committee as follows:

1. Request approval prior to any fundraising.
  - a. Request must be routed through and receive draft approval from a standing committee/organization of the church prior to submission to the Finance Committee.
  - b. Minutes of the sponsoring committee/organization must be attached to all reports.
  - c. Requests must then be sent in written form to the Finance Committee.
  - d. The requestor (Chair/Vice-Chair and /or designee) must be available to discuss the request with the Finance Committee.
  - e. Plan on a 30-45 day approval process.
2. Request must include a mission and/or purpose statement.
3. Request must include a proposed budget which identifies the revenues and expenses anticipated.
4. The Finance Committee has the option to:
  - a. Endorse the request.
  - b. Reject the request (with explanation) to the requestor.

**NOTE(s):**

1. If an event is being pre-planned during the annual budget process, the event is to be included in the budget and must adhere to items 1 through 4.
2. Any underwriting from the designated funds must also be noted and receive approval from the Finance Committee.