

Alpharetta Methodist Church

Policy on Fundraising/Donation Activities

Purpose

Alpharetta Methodist Church has adopted a policy on fundraising in order to facilitate and coordinate fundraising efforts for all work areas and ministries within the church. The intent of coordinating fundraising events is to 1) ensure that events are planned and carried out in a manner that is beneficial to the mission of the church, and 2) to ensure the greatest possibility of success for each event by coordinating the timing of events to provide for maximum participation for all. Further, no group will be allowed to sell items on the church campus on Sundays or whenever there is a worship service in order to honor the sanctity of worship.

Requests to be Considered

While many community fundraising efforts are important and have value within the kingdom, the church reserves the right to limit fundraising through church resources (i.e., webpage, email, church mailings, on-site events, etc.) to those events/efforts which are directly supported by a ministry of the church. Only AM groups or organizations that are supported, sponsored or endorsed by AM, such as the Scouts, Dreamweavers, North Fulton Community Charities, etc. are approved for AM fundraising events, subject to limited times throughout the church calendar year. The Finance Office will create and maintain a list of approved fundraising groups and organizations. This list will be identified as AM Approved Fundraising Groups.

Making a Request

All individuals, groups and church ministries requesting fundraising events or activities must submit a request to the Director of Outreach & Connections. The form for requesting an event can be obtained on the church website at www.afumc.org or from the church office.

Approval Process

The Director of Outreach & Connections will review and approve fundraising requests for church ministries (pending no calendar conflict) with input from the Outreach Committee and the Trustees. In the event that multiple requests are made for the same calendar date, preference will be given to efforts that support existing missions/outreach partners and that have the highest likelihood for congregational participation. The Director of Outreach & Connections will then communicate with individuals or groups as appropriate to coordinate resources. Once approved, the fundraiser request should be forwarded to the Minister of Administration for tracking and the Database Administrator for scheduling and coordination.

Requests for fundraising will be accepted throughout the year, but they will have to fit within the calendar already established by this process. All approved fundraising events will remain tentative until placed on the church calendar.

Additional Fundraising Activity/Event Guidelines

1. No group will be approved to sell items on Sunday mornings.
2. Fundraising will be limited during times when the church has a church-wide stewardship focus (i.e., annual budget, or capital campaign project).
3. "Fundraising events/activities" encompasses all attempts to raise money (both onsite and offsite) or receive donations of goods and applies to all ministries of the church.
1. 4 Once events/activities are approved, the Finance Office will work with the ministry area to assist with details and to ensure that we meet all of the legal and tax requirements.