

FUUSA Fund Raising Policy

Approved by Board of Trustees on December 9, 1993, Modified 10/10/98; 3/8/01

General

This policy governs fund raising activities on and off church premises by members and friends of the First Unitarian Universalist Society of Albany and also the use of the Society's mailing/telephone list. (Rental of the building for fund raising purposes is governed by Building Use Policy.)

Fund raising activities and projects must be approved by the Board of Trustees. (Exceptions noted below.)

All fund raising shall be consistent with the purposes and principles of Unitarian Universalism and the First Unitarian Universalist Society of Albany.

The beneficiary of any fund raising activity shall be clearly and specifically identified when an appeal is made.

In all types of fund raising, first priority shall be given to fundraising efforts which directly benefit the First Unitarian Universalist Society of Albany. Second priority shall be given to fundraising efforts which benefit Unitarian Universalist organizations.

During Sunday coffee hours, fund raising by "outside" (non-UU) organizations shall take place in the foyer of the Washington Avenue entrance, not in Channing Hall. Only one outside fundraiser shall be permitted on any Sunday. A request by the outside organization must be filed with the church administrative staff using the form available from the church office; and this outside fund raising activity must be approved by the Board of Trustees. When more than one organization seeks space for the same Sunday, the first to file a request shall be approved, as long as all other criteria have been met.

Exceptions To Specific Board Approval

Because of its particular responsibilities, the Social Responsibilities Council may conduct up to five minor fund raising events or campaigns without specific Board approval during the course of a church year. Major SRC fundraising campaigns must be approved by the Board of Trustees.

Simple single requests for fund raising may be approved or denied by the Executive Committee of the Board, acting under Article V, Section 3 of the Bylaws.

The following regular fund raising activities are automatically approved until such time as the Board of Trustees revises the lists. The prescribed notice and scheduling procedures are to be followed.

Fund raising by FUUSA for FUUSA

Adult Education
Book sales
Endowment Trust
Fun/d Raisers
Hymnals
Rite of Passage
Rummage sales
Silver Bay Scholarship
SRC minor fundraisers

Fund raising by FUUSA for Others

Christmas offering/donations
FOCUS food pantries
4H candy sale
Girl Scout cookies
Rummage sales
SRC minor fundraisers
UNICEF boxes

Fund raising by FUUSA for UU Programs

Partner Church
Rummage sales
SRC minor fundraisers
UUSC Guest at Your Table
UUSC holiday cards

Permission, Notice, Scheduling

While predictable expenses and needs of the Society should be supported through the church budget and the annual pledge campaign, separate fund raising events and campaigns expand the ability of our Society to support worthy projects. The Board of Trustees recognizes the need to limit the number of these appeals and to spread them out over the year to avoid exhausting our members' good will. The church administrative staff shall schedule fund raising activities with this in mind.

Notice of the automatically approved fundraisers and requests for fund raising permission from other groups -- listing purpose, schedule, and responsible party -- shall be filed with the administrative staff. A form for this purpose is available from the church office. The staff shall advise the Finance Committee and the Board of Trustees of fund raising requests other than those listed above. At its regular meetings the Board may approve or disapprove these requests.