

Fundraising Policy

Purpose:

The purpose of this policy is to establish guidelines for fundraising activities conducted by or on behalf of Jamestown Presbyterian Church Foundation (Foundation). These guidelines ensure that all fundraising efforts align with the Foundation's mission, values, and legal obligations. These policies were based on long standing policies from other non-profit organizations.

1. Mission Alignment

All fundraising activities must support the mission and goals of the Foundation. Events, campaigns, and solicitations should reflect the Foundation's values of integrity, stewardship, and faith.

2. Ethical Standards

Fundraising efforts shall adhere to ethical practices and applicable laws, including IRS regulations for 501(c)(3) organizations. (See Ethics Policy)

Donors' contributions will be used solely for the purposes intended by the donor, unless explicitly agreed otherwise in writing.

The Foundation will avoid pressure tactics, coercion, or misleading representations in all fundraising efforts.

Donations will be refused when the purpose of the donation or the reputation of the donor contradicts the mission and values of Jamestown Presbyterian Church or the Jamestown Presbyterian Church Foundation. (See Donation Policy)

3. Transparency and Accountability

Financial reports, including fundraising revenues and expenses, will be disclosed in the annual report and made available to donors upon request.

Donors will receive prompt acknowledgment of their contributions, including appropriate tax receipts.

A portion of the funds raised may be allocated to cover administrative and operational costs, as specified in the fundraising budget.



4. Methods of Fundraising

Permitted fundraising activities include, but are not limited to:

Donations (monetary or in-kind)

Pledge drives

Capital Campaigns

Fundraising events (e.g., dinners, auctions, and concerts)

Grant applications

Online crowdfunding campaigns

Legacy giving (e.g., bequests, trusts)

Other methods, such as gambling or raffles, may only be used if they align with local laws and church values.

5. Donor Privacy

The Foundation respects the privacy of its donors and will not share or sell personal donor information to third parties. Donors have the option to remain anonymous.

6. Fundraising Approval Process

All fundraising activities must be pre-approved by the Board of Directors or an authorized committee and the Session of Jamestown Presbyterian Church.

Event proposals should include a detailed plan, including goals, budget, and expected outcomes.

7. Volunteer and Staff Conduct

Volunteers and staff involved in fundraising must be trained and held to the highest standards of professionalism.

All representatives of the Foundation must avoid conflicts of interest in their fundraising activities. (See Conflict of Interest Policy)

8. Use of Funds

Funds raised shall be allocated in accordance with the budget and the Foundation's strategic priorities. Restricted donations will be used exclusively for the donor-specified purposes unless otherwise agreed in writing.

9. Monitoring and Evaluation

The Board of Directors or a designated committee will review all fundraising activities annually to ensure compliance with this policy and evaluate effectiveness.

10. Acknowledgements

The Board of Directors will acknowledge receipt of funds with a Donation Statement provided by the Treasurer. If the amount is greater than \$100, the President of the Foundation will send a thank you note in addition to the Donation Statement.

11. Amendments

This policy may be reviewed and revised periodically to reflect changes in best practices, laws, or organizational priorities.

Approved by: _____

[President, The Jamestown Presbyterian Church Foundation, Inc.]

Date: _____

[Approval Date]

