

## **Operations Limitation on Fundraising**

With regard to fundraising activities conducted by or on behalf of UUCL, the operations team shall not cause or allow development of financial jeopardy through fundraising or risk the UUCL's 501(c)(3) status. Accordingly the Operations Team may not:

- Allow any fundraising (organized activity of soliciting and collecting money as gift or in exchange for goods) for purposes other than the operation, programs and nonprofit purposes of the church.
- Conduct any fundraising without the prior notification and approval of the Board of Trustees or a designated Committee excepting:
  1. Appearances of Musicians and Guest Writers, whose appearance is otherwise approved by the Minister, the Music Director or the Director of Lifespan Faith Development;
  2. Special collections approved by the Minister or Worship Committee;
  3. Activities undertaken pursuant to a rental agreement
  4. Activities aimed at fundraising for Religious Education activities by children and youth of UUCL, which activities are otherwise approved by the Minister and/or the Director of Lifespan Faith Development;
  5. Other activities or appearances or uses of the UUCL building and facilities that, in the combined judgment of the Minister and the Chair of the Board of Trustees do not require full Board of Trustees approval.
- Conduct any fundraising that is not in accordance with Unitarian Universalist (UU) principles.
- Fail to give priority to fundraising activities that integrate and promote specific UU principles into the fundraising efforts or products.
- Fail to inform and seek Board of Trustees approval for grants requested on behalf of UUCL (exclusive of grant proposals to the Walters Programming Committee).
- Allow distribution of literature or press materials that have not been approved by the Board or its designated committees in order to preserve a consistent, high quality image of the church and its membership.
- Fail to ensure monies collected on behalf of the church be forwarded to the church within 24 hours of collection and appropriately designated to a particular effort for the purposes of accurate accounting.

Approved: 12/15/09