

# CENTRAL OKANAGAN UNITED CHURCH

## POLICY ON GENERATING INCOME

### PURPOSE:

To identify and describe the various ways in which COUC may act to enhance its ability to raise funds to support its various ministries.

### PRINCIPLES:

1. As a self-funding organization that serves its congregants and the wider community, COUC uses a variety of methods to generate income.
2. All efforts to generate income for COUC must be guided by the UCC *Financial Handbook for Congregations* (2017), with particular attention to the section titled “Funding God’s Mission: Generating Income,” (pp. 53-91).
3. The Finance Committee and Treasurer have the primary responsibility for the efforts undertaken to enhance COUC’s revenues and to manage the expenditures associated with the resources that are obtained, subject to oversight by the governing Board.
4. The Finance Committee may delegate some income generating activities to committees and teams, chief among them being the Stewardship Committee and Fundraising Committee. The Stewardship Committee is responsible for ongoing functions such as congregant donations, gifts and bequests, and annual appeals, while the Fundraising Committee organizes and manages special events such as community dinners, concerts, and social events.
5. Congregants and others may make gifts and bequests to COUC. “Designated” and “Restricted” gifts or bequests must be expended for the purposes specified by the donor, at the direction of the governing Board which must approve the terms of the gift or bequest before any funds are received or spent. “Undesignated” and “Unrestricted” gifts and bequests must be received by the Treasurer and expended according to the directions of the Board of Trustees.

### PRACTICES:

1. Donations by congregants will be received in a variety of ways, including but not limited to cash, cheque, money transfer, shares, and pre-authorized remittance (PAR).
2. The composition of fundraising task teams may vary from event to event as the nature of the activity is also likely to vary.
3. All revenue generating events as well as gifts and bequests should be consistent with COUC’s mission and one or more of its principal ministries.
4. During the fourth quarter of the calendar year, or as soon thereafter as possible, the Stewardship Committee will provide an annual plan to the Finance Committee outlining their anticipated activities for the next calendar year. The Fundraising Committee will present their proposed activities to the Finance Committee as early as possible. Final approval for both Stewardship and Fundraising is the responsibility of the Board.

BOARD APPROVAL: February 22, 2023