

## Donations and Fundraising Policy for Sandbach Methodist Church

1. Sandbach Methodist Church will continue to give grants and donations to support other charities whose aims and purposes are consistent with its own as part of its mission as well as continue to have fundraising events to raise money for its own funds to support its own mission.
2. That grants and donations from the Sandbach Methodist Church General Fund and General Charity Fund will be decided by the Church Council and will be reviewed annually. (Next due July 2017)
3. That there is one chosen overseas charity which will be reviewed every three years (next due July 2017)
4. That Church Council will be consulted if a church event is being arranged to raise funds for a particular charity, not previously agreed by Church Council.
5. That, if the church joins with another group to put on an event, the beneficiaries of any profits and payment of fees and expenses to the host venue will be discussed with the performer(s) at the outset.
6. When publicising events, held by SMC for the benefit of other charities, the charity is named and the statement 'supported by Sandbach Methodist Church' forms part of the publicity material and that information regarding that charity is available at the event
7. That ALL communion collections be allocated to the Sandbach Methodist Church General Charity Fund to cover the regular donations made to the chosen overseas charity. Where a Gift Aid declaration has been completed for Sandbach Methodist Church in these collections, the amount of Gift Aid will be allocated to the General Charity Fund in the financial year in which it is received from HMRC.
8. That Action for Children, MHA and Easter Offering envelopes continue to be used for specific Sundays in the Methodist year. Named representatives to be responsible for obtaining the envelopes well in advance. The contents of these envelopes will be counted by the Church and banked but the totals will not form part of the Church's income. A cheque covering the amount collected will be sent to the named representative together with any emptied envelopes completed for Gift Aid. Claiming Gift Aid will be the responsibility of the charity.
9. That the gross amount of the takings at an event is declared to the treasurer together with expenses paid so that the two amounts can be recorded separately in the church accounts. A simple form is available for this purpose.
10. That a brief resume of the aims and purposes of each of Sandbach Methodist Church's own funds, and the charities supported by Sandbach Methodist Church is published with the accounts in the annual report.

**Additional information:**

**Grants and Donations given to support other charities**

**2016/17 Donations from the Sandbach Methodist Church General Fund**

- Methodist Church Fund: 10% of collections
- Fund for the support of Presbyters and Deacons £200
- Leaders of Worship and Preachers Trust £75
- All We Can £500
- Lifeline Debt Advice £500

**2016/17 Donations from the General Charity Fund**

- All We Can Uganda water project £150 per month

**Funded from the 12 Communion collections and one fundraising event each year, and any Gift Aid due.**

Any shortfall to be made up from the General Fund. Any surplus to remain in the General Charity Fund.

**Special collections for charities**

- Action for Children Christmas Day collection or Carol Service if Christmas Day is a Sunday
- Action for Children Envelopes
- Action for Children Saturday café
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- Easter Offering Envelopes
- MHA Envelopes
- Christian Aid Saturday café

All monies collected for these external organisations to be passed on as soon as possible after receipt. They will be recorded separately in the accounts so as not to be included in the church's total income.

The Donations and Fundraising Policy to be reviewed annually.