

Fundraising Guidelines

Lord of Life Lutheran Church, Bismarck, ND

Final Draft: 08/18/06

Introduction and Principles of Stewardship

Lord of Life Lutheran Church exists to proclaim the good news of Jesus Christ. We commit ourselves to “know Christ, grow in Christ, and go as Christ into the world.” This mission informs our principles of stewardship.

1. We know Christ as the Savior of the world, who poured himself out and shared his life without limit for the sake of others.
2. We grow in Christ by following his example and celebrating the opportunity to share generously of our own resources of time, talent, and treasure.
3. We go as Christ into the world by investing our gifts in those initiatives that advance the witness and work of Christ in the church and in the world.

Acknowledging these principles of stewardship, we strive to share ourselves and our gifts with others.

Definition of Fundraising Types and Methods

We also recognize that in sharing our gifts we are invited to work for a variety of beneficiaries who use a number of methods to generate resources. To better clarify our mission, we recognize some general definitions and examples.

Beneficiaries

1. **Fundraisers that benefit the mission and ministry of Lord of Life:** examples include the annual pledge campaign for the general budget, a summer rummage sale for property improvements, Sunday morning cinnamon roll sales for the youth program, a Dollar Day for Mission offering for the Care and Share Fund, WELCA bake sales for Lutheran college scholarships of our members, etc.
2. **Fundraisers that benefit the mission and ministry of church-related organizations, either Lutheran or ecumenical:** examples include a special offering taken for Lutheran World Relief, pledges collected for the annual CROP Walk sponsored by Church World Service, a golf tournament to benefit Camp of the Cross, dinners or special events for the God’s Child Project, etc.
3. **Fundraisers that benefit worthy secular causes:** examples include Lions’ breakfasts, the American Cancer Society’s Relay for Life, Jail and Bail events for groups like the March of Dimes and Muscular Dystrophy, Girl Scout cookie sales, etc.

Methods and Levels of Involvement

1. **Methods** used to generate resources vary widely but some of the most common methods include special offerings, pledge campaigns, the sale of goods or services on-site or off-site, and admission fees to special events.
2. **Levels of Involvement** for our congregation also vary widely. Some fundraisers are initiated, organized, and executed at the church. Others involve advertising in written and verbal announcements. Still others involve the use of our space to host a fundraiser for a specific cause.

Guidelines for Fundraising

Given our mission statement and its principles, and the wide variety of beneficiaries, methods and levels of involvement for fundraising, we offer the following guidelines as resources for prioritizing and organizing fundraising activities at Lord of Life.

1. **Scheduling:** All fundraisers held on-site at Lord of Life on a Sunday morning or a Wednesday evening need to be scheduled with the office manager at least two weeks in advance. No more than four fundraisers will be hosted on any given Sunday morning or Wednesday evening. This limit includes all beneficiaries and types of fundraising. Any party that wishes to schedule a fundraiser on another day of the week needs to reserve space with the office manager. If the party is not affiliated with Lord of Life, rental fees and policies will apply as outlined in the congregation's space policy. Renting space to an organization for their fundraising purposes does not imply an endorsement of the event by our congregation.
2. **Scheduling Exceptions:**
 - a. In the event of a disaster, where fundraising needs to be done expeditiously, the two-week advance notice will be waived. However, disaster responses will need the prior approval of the senior pastor in consultation with the Board of Stewardship.
 - b. During the 4-6 week annual stewardship campaign for the general budget, only one other fundraiser will be allowed on Sunday mornings and Wednesday evenings.
 - c. No fundraisers will be allowed during Holy Week.
3. **Priorities:** In scheduling fundraisers, Lord of Life will endorse fundraisers that reflect our priorities in ministry, rather than scheduling on a first come-first served basis. First priority will be given to those initiatives that benefit Lord of Life and Lutheran-related ministries. Secondary priority will be given to ecumenical organizations. Secular fundraisers will be promoted or hosted only as time and space allows. Any fundraiser that supports a cause which is not consistent with our congregation's mission, or has a very limited human service

component, may be denied by the senior pastor. The fundraising schedule will be administered by the office manager with supervision by the senior pastor.

4. **Promotion:** All written announcements for the bulletin and the newsletter are the responsibility of the group or party organizing the fundraiser. Temple talks and verbal announcements in worship by the pastor will not be made for fundraisers unless they support a church-related cause and they are given to the pastor at least one week in advance. Brochures, posters, and other promotional materials may be placed at the Info Desk at any time, but should be approved by the church office. Lord of Life will not share the names, addresses, or phone numbers of any its members for solicitations by outside groups, either church-related or secular.
5. **Appeals:** In the event that an individual or group wishes to appeal a decision made by the office manager or senior pastor regarding their fundraiser, the Board of Stewardship will hear the appeal and make a final decision.