

UUFP Finance Committee

Policy on Fund-raising Activities

Purpose of the Policy: According the UUFP Bylaws, the Finance Committee chair “shall also be responsible for soliciting contributions and pledges from Fellowship members and coordinating other fundraising activities by the Fellowship members and for chairing the Finance Committee.”

Policy: Groups sponsoring fund-raising activities in the Fellowship should provide the following information to the Finance Committee as they seek advance approval for their activity:

- The name of the committee sponsoring the event.
- The nature and proposed name of the activity.
- The activity date.
- A budget for the activity. (Be as specific as possible to include expenses and profit. The FICOM realizes this is a difficult prediction, but still should be a deliberate process of the proposing group)
- Proposals must include a provision for handling a deficit if the fundraiser does not make a profit. The proposing committee must decide how a potential deficit will be resolved by using the committee’s budget or other acceptable source.

If two fund-raising events are scheduled close together, the Finance Committee will notify both groups so that they can arrange agreeable dates.

Funds of the UUFP cannot be put at risk without approval of the Policy Board.

If possible, the Finance Committee would like to have the information above at least 30 days in advance of the proposed activity.