

## GRP – Policy for Fundraising and Grants

<b>Title</b>	GRP – Policy for Fundraising and Grants
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## Rationale

This outlines the policy Georges River Presbytery holds in relation to funds which are received by Congregations. It also covers situations where more than one Congregation shares the funding.

## Objective

To ensure that

- all funds received by Congregations are transparently dispersed in accordance with the intended purposes
- that donors clearly understand the intended purpose(s) of their donation
- that anyone who spends money at a fundraising event or activity, or donates to it, clearly understands the intended use of the profits
- any assets purchased with these funds are appropriately managed.

## Assumptions

- The Presbytery is Georges River Presbytery.
- The Uniting Church in Australia Property Trust (NSW) has ownership of all church properties.

## Fundraising

### Offerings

Donations collected for the work of a specific congregation either by passing the plate around during a Worship Service, by direct debit to the Congregation's nominated bank account or by some other agreed arrangement are known as Offerings.

The value of the Offerings collected needs to be recorded and included in the financial statements reported to the church council. Church council is responsible for overseeing that the funds are dispersed according to the Annual budget which has been approved by the Congregation.

Donations towards other projects eg Christmas Bowl, Lent Event, may be collected in the same plate as Offerings. In this case it is important for the monies to be clearly labelled as to their intended use. Well labelled envelopes should be made available to donors for this purpose and all potential donors should be made aware that monies which are not clearly labelled or are in an unmarked envelope will be assumed to be Offerings.

### Fundraising Events or Activities

When a congregation carries out a fund-raising event or activity the intended end-use of the funds raised must be clearly articulated to all involved. Examples could be



a fund-raising event to repair a leaking roof or to purchase supplies for an outreach programme. If the funds are to be added to consolidated revenue for the Congregation, then this must be made known to any participant or donor. This is particularly important when seeking public funds. All funds raised must be recorded in the Congregation's financial records and reported to church council, as well as any expenses incurred in the process.

## Grants

### External Grants

Congregations can apply for grants from external sources such as the state or local government, for example Community Capacity Building grants, but may only receive such grants with permission from Synod Property Services and the involvement of Presbytery<sup>1</sup>. NB This applies whether the grant is for property related purposes or any other purpose.

### Internal Grants

UCA Synod Mission Services is now offering a range of funding opportunities to Congregations through the Synod Growth Investment Fund<sup>2</sup> managed by Uniting Mission and Education (UME). Many of these require Presbytery involvement for the application, but there is a smaller Missional Grant available directly to Congregations.

The larger grants will have clear guidelines, terms and conditions which will be signed by Congregation and Presbytery Leaders before money is distributed. Presbytery will also be involved in the regular reporting and overseeing requirements.

### Missional Grants

Presbytery does not need to be involved in the application or distribution of the smaller Missional Grants. However, as Presbytery has oversight over all congregations it is important to liaise with Presbytery during the application and disbursement of funds.

Presbytery will help recipients of Synod Missional Grants to interpret and manage any constraints or special conditions which may apply, including the acquittal (ie the reporting on the use of the funds).

The grant money received must be deposited into a UFS account held in the name of the Congregation whose Church Council approved the application for the funding.

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<sup>1</sup> See GRP Process for Application for External Funds for Property Works  
<https://georgesriver.uca.org.au/help-for-church-councils/how-to-apply-for-a-grant/>

<sup>2</sup> <https://www.nswact.uca.org.au/resources/synod-growth-investment-fund/>



If portable assets are to be purchased with the funds, the Congregation must adopt the GRP Policy for Property and Assets for Portable Assets.<sup>3</sup>

Where there is a joint application by two or more congregations, the congregations must have a Memorandum of Understanding (MOU) between the congregations which clearly defines the following and is oversighted by Presbytery:

- The congregation (and church council) which will hold and disperse the funds (a joint account is not possible)
- A clear budget for the expenditure of the funds
- If portable assets are to be purchased with the funds,
  - where the assets are to be located
  - which Congregation will be responsible for developing and monitoring the Portable Assets Policy.<sup>4</sup>
  - which Congregation will be responsible for servicing and or maintaining the assets
  - how the assets will be distributed if the project ceases or if one or more Congregation leaves the cohort.

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<sup>3</sup> See GRP – Policy for Property and Assets

<sup>4</sup> See GRP – Policy for Property and Assets

