

Unity of Traverse City
Board Policy and Procedure
Policy Category: Finance
Policy Subject: Charitable Giving Policy Number: 707

I. POLICY

Unity of Traverse City may contribute to charitable organizations or foundations; however, the church does not contribute to individuals or to individuals who request assistance to attend spiritual activities or social events. These contributions may occur through the tithing program if the ministry is spiritually fed by the organization or separately through the request and approval process described below.

II. PROCEDURE

- a. Requests for charitable contributions to organizations or foundations may come from staff or volunteers or other congregants of the church.
- b. Requests will be made in writing to the senior minister and/or president of the board of trustees.
- c. Requests will include:
 - i. Organization/foundation, contact person, address
 - ii. Purpose of request
 - iii. Amount requested
- d. Requests will be approved by the senior minister and board of trustees.

Board President

Date

Adopted: 01/16

Revised: