

## **GUIDING FINANCIAL PRINCIPLES, POLICIES, AND PRACTICES FOR FIRST PRESBYTERIAN CHURCH IN NORTH PALM BEACH**

The following are the Church's financial principles which provide a solid foundation that guides our church's attitudes and actions in financial matters.

**1) PRIMARY SOURCE OF CHURCH INCOME** First Presbyterian Church in North Palm Beach (herein called First Pres) is dependent upon God through the faithful tithing and generous offerings of its members, supporters, and attendees to underwrite the church's ministry, missions, building, and benevolence needs.

**2) DESIGNATED GIFTS** First Pres welcomes designated gifts of cash or property for purposes consistent with the church's ministries, mission and benevolence needs. Donors can designate gifts to the following funds: 1) General, 2) Global Missions, 3) Local Church Planting/Growth, 4) Capital Improvement and 5) Benevolence. Items 2-through 5 are discussed as separate points within this document. The General Fund is used for the operational and program department needs of the church. Program departments include children, senior adult, men, women, youth, college, and family ministries, fellowship, evangelism, discipleship, home missions and music departments. First Pres establishes an annual budget for each program department that is used to determine and plan resources and manpower necessary to accomplish each program for the year.

**3) PLEDGING CAMPAIGNS** First Pres holds one pledge campaign annually whereby people can pledge to the General Fund, Global Missions Fund, Local Church Planting/Growth Fund, and the Capital Improvement Fund. Separately, on infrequent occasions over the years, there is a Capital Fund campaign that focuses on major renovations or building projects. The most recent Capital Fund Campaign was from 2017-2019 when the Chapel, CY Building and Sanctuary were renovated. All members are encouraged to pledge, as it makes the budgeting process more meaningful and shows their faithfulness to God. The Stewardship Committee believes that pledging is not only a privilege, but also an integral part of worship.

**4) MISSIONS GIVING** Of all of the church income, at least 15% is given to missions annually. First Pres commits a minimum of 5% of its general budget to God's work in our community and country (referred to as "home missions." First Pres also has a Global Mission fund and a Local Church Planting/Growth fund. All offerings given to these funds are used for the purpose designated. The church has a Missions Committee and formal guidelines to review all mission requests. It has a Home Mission budget, a Global Mission budget and a Local Church Planting/Growth budget. The Missions Committee carefully determines the level of support to give annually to each mission/missionary, based upon that mission's needs. Therefore, designated mission gifts to any missionary identified in these three budgets will go into the appropriate fund and not directly to the designated missionary. Occasionally there is a capital need of a global mission of which the Missions Committee is aware, but has insufficient funding. In this instance, donations designated for this capital need will go to that specific mission/missionary. If a designated mission gift from members and attendees of the church is for a Christian 501c3 non-profit organization that First Pres does not support, the church will pass this gift to that organization, although it is preferred that the individual mail the donation directly to them.

**5) BUILDING PROJECTS AND CAPITAL EXPENDITURES** First Pres seeks to meet its larger financial needs (building projects, equipment, major repairs, vehicles, etc.) through communicating the plans and needs to its members, supporters, and attendees as part of the annual pledge campaign. First Pres accepts designated gifts for Session-approved building projects or major expenditures. In a desire to experience God's divine direction and provisions for First Pres, the church desires not to borrow money to meet the church's capital needs. However, short term financing some projects is a necessity from time to time.

**6) BENEVOLENCE GIVING** First Pres has established the Samaritan's Pocket Fund that is designed to help members of our church that have need of financial assistance. A person in need completes a form outlining the need. There is a Samaritan's Pocket Committee that reviews and approves requests. The amount of benevolence giving is dictated by the available balance in the Samaritan's Pocket fund, which is sourced by donations to that fund.

**7) FUNDRAISING EVENTS** Due to the fact that First Pres is dependent on God through the faithful and generous support of members, supporters, and attendees, First Pres does not engage in the use of fundraising events for meeting the operating fund needs of the church. However, fundraising events, such as pancake breakfasts, rummage sales, car washes, Christmas tree sales, etc. are used to raise funds for youth and college mission trips and events.

**8) ENDOWMENT FUND** First Pres has a separate Endowment Fund that provides opportunities for members and friends of First Pres to participate in the future of the church's outreach, both during their lifetimes and afterward. Periodic disbursements are made from the fund based upon Grant applications received and approved by the Endowment Committee and Session.

**9) METHODS OF GIVING** First Pres encourages donors' faithful tithes and generous offerings by allowing them to faithfully give through whatever means is most convenient and rewarding to them, including Sunday offerings, giving envelopes, automatic check withdrawal, electronic fund transfers, online giving using debit and credit cards, stock transfers, gifts of appreciated assets and investments, gifts in kind, etc. The church abides by all IRS donation regulations.

**10) OVERSIGHT BY A CERTIFIED PUBLIC ACCOUNTANT** First Pres employs an independent CPA who is involved in overseeing the church's financial policies and procedures. An annual audit of the records of the church will be performed by the CPA. A copy of the audited statements is available to any member that requests it.

**11) CONTRIBUTION STATEMENTS AND FINANCIAL INFORMATION** First Pres sends out contribution statements three times per year (as soon after April 30, August 31 and December 31 as possible) along with a Faith and Finances newsletter which includes pertinent church financial information and articles or testimonies to encourage people's faithful and cheerful giving to the Lord's work at First Pres.

**12) FINANCIAL RECORDS AND REPORTS** First Pres communicates through each edition of the First Press newsletter and provides other means of communication to update the church's finances. Any individual who would like to review the church's financial records or would like to ask detailed financial questions is always welcome to schedule an appointment with the Administrator at any time. However, records of individual donors are kept strictly confidential and no one, except the Administrator and Financial Secretary, has access to the records. The pastors and officers of the church believe that transparency in the church finances builds confidence with the donors to give, knowing that the monies entrusted to the church are being managed prudently.

**13) FINANCIAL BIBLE TEACHING AND GIVING POLICY** First Pres teaches Biblical financial and giving principles which are emphasized through Bible studies, sermons, and written materials. The goal of this teaching is to help people become financially comfortable and at peace in their lives in order to serve and honor God more fully and faithfully.