

<b>Policy name:</b> oversight – Extra Appeals	<b>Date approved:</b> September 8, 2010
<b>Policy type:</b> Mission/Ends	<b>Review date:</b> 2013-2014
<b>Purpose of this policy:</b> This policy names the process to be followed and the information the Executive requires to make decisions regarding extra appeals.	

The Executive will receive recommendations “concerning any proposal to solicit funds from the Pastoral Charges of more than one (1) Presbytery within the Conference for any purpose other than the Mission and Service Fund” [*Manual* Section 463(b)].

The Executive will receive recommendations from Presbytery treasurers/finance representatives, based on the following criteria to be fulfilled by the ministry/organization requesting an extra appeal:

1. Provision of the following information:
    - a current mission statement
    - description of the governance structure
    - description of the relationship with The United Church of Canada, including to whom the ministry is accountable
    - reason for the appeal, e.g. capital projects, cash flow, program
    - amount to be raised
    - timeline for the appeal
    - statement on how the appeal will be funded and conducted
    - financial statements, including the current budget and Canada Revenue Agency charitable number
    - description of all funds received by the ministry/organization, categorized by United Church and non-United Church sources
  2. Answers to the following questions:
    - How are the ministry’s goals consistent with the mission of The United Church of Canada?
    - What changes, new ideas have been made to the way things are done?
    - What is the expectation of success?
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