

Application for approval of fund raising activity

(rev. April 15, 2014)

Organization: _____

Planned Activity: _____

Purpose of fundraiser: _____

Projected date(s) of fundraiser: _____

Event Coordinator: _____

Work Area Chair Approval: _____ Finance Committee Approval: _____

Church Council Approval: _____

Decision (circle): Approved Denied Date: _____

If denied, why: _____

Summary of Event:

Name of Event: _____ Date of Event: _____

Event Coordinator: _____ Staff/Pastor/Chair: _____

What are the expenses for this event? _____

How much budget funding was available? _____

What were the actual expenses? _____

What is the actual revenue? _____

Please circle:

Was this event effective? Yes No

If ineffective, why? _____

Appropriate? Yes No

If inappropriate, why? _____

Did it accomplish the purpose stated above?

How? _____

Would you suggest repeating the event?

Why? _____

How could the event be improved?

