



Grand Lodge of North Carolina

Subordinate Lodge Special Activities Commission

2023 Fundraising Guidelines



Commission's Duties, Powers, and Authority

REGULATION 32-4

The duties, powers, and authority of the Commission on Special Activities shall be as follows.

1. To investigate any matter, subject or thing pertaining to fundraising activities by subordinate lodges. Such investigation may be made by one or more members of the committee, but the report shall be made by at least a majority of the committee.
2. **To adopt from time to time such rules as may be necessary to govern fundraising activities as provided in Reg. 43-12.3.B.**
3. To report to the Grand Master and to the Grand Lodge all the facts pertinent to any inquiry or investigation with recommendations as the committee may deem proper.
4. **To consider and act upon all applications of lodges or brethren in connection with or relating to fundraising activities as provided in Reg. 43-12.3.B.**
5. To call for and examine any record, book, or account of any subordinate lodge in this jurisdiction which may be the object of or within the scope of its investigation; to order and require the attendance of any Masonic witness, as may be necessary or advisable to the proper discharge of its duties. All the powers and authority set forth in this paragraph are to be exercised under the direction of the Grand Master.



Subordinate Lodge's Powers and Duties

REGULATION 43-12 fundraising ACTIVITIES (Effective 1.1.2016)

A subordinate lodge desiring to conduct fundraising activities may do so provided the following conditions are met.

1. The event is conducted over a period of no more than three consecutive days
2. The activity is conducted no more than annually.
3. **The lodge shall first submit an application detailing the planned project and purpose to the Commission on Special Activities and must receive its approval before actively undertaking the project.** (This subsection amended, effective 09/26/2016)
4. **The lodge keeps careful financial records of the project and a report filed with the Commission on Subordinate Lodge Special Activities within 45 days of its completion.** (This subsection amended, effective 09/26/2016)
5. **The lodge protects itself against general and special liabilities. [77-1; 27-1.3.P].**



Subordinate Lodge's Powers and Duties

REGULATION 43-12 fundraising ACTIVITIES (Effective 1.1.2016)

6. Either substantially all of the work performed by or on behalf of the Lodge in preparing, delivering or selling food or goods shall be performed by members of the Lodge or others on a volunteer basis without compensation or substantially all of the food or goods sold must be received by the Lodge as gifts or contributions.
7. A subordinate lodge desiring to conduct any fundraising activity shall first submit an application detailing the planned project and purpose to the Commission on Special Activities and must receive its approval before actively undertaking the project. [32-4.3]. (This subsection amended, effective 09/27/2016)
8. A subordinate lodge conducting any project without obtaining prior approval when required or in a manner other than allowed by this regulation or who shall divert funds for other than the stated purpose, shall be required to show cause why its charter should not be arrested.
9. **A subordinate lodge conducting any fundraising activity shall file a financial report on the project within 45 days after completing the project with the Commission on Special Activities.** The Lodge shall report the type of project, the purpose for which it was conducted, funds to be accounted for and distribution of profits. (This subsection amended, effective 09/26/2016)



Subordinate Lodge's Powers and Duties

REGULATION 43-12 fundraising ACTIVITIES (Effective 1.1.2016)

- 10. A lodge conducting any fundraising activity shall complete that activity within one hundred twenty (120) days of beginning the project.** (This subsection amended, effective 09/26/2016)

- 11. Lodges conducting any fundraising activity shall complete any fundraising project already underway before beginning another project.** (This subsection amended, effective 09/26/2016)

12. The Grand Lodge Committee for Subordinate Lodge Special Activities shall have the power to approve charitable fundraising sporting events and any normally acceptable related contest within such events so long as the fundraising event and its related contest stay within the realm of amateur activities.

- 13. The holding or sponsoring by a lodge of lotteries, game of chance, gambling, or any activities which would discredit masonry, for any purposes, is prohibited.** [43-7; 86-2.32; 86-2.35]. A raffle may be held as follows:
 - A. Raffles shall be conducted with the conformity to North Carolina State Laws except that cash prizes shall not be permitted.
 - B. No raffle shall be conducted without prior written approval by the Committee (Commission) on Subordinate Lodge Special Activities. (This regulation amended, effective 09/26/2016)



Changes for 2023

- Fundraisers for a Lodge Building fund, building maintenance, and/or repair are no longer permitted.
- Fundraising events held away (off-site) from the Lodge's property may require additional insurance
 - Probably will require additional insurance: Lodge-sponsored turkey shoots, hunting events, fishing tournaments, motorcycle rides, parades, etc.
 - May not require additional insurance: Lodge-sponsored golf tournaments, community events & festivals, etc.
 - **Regardless of the Lodge's fundraising event, it is best to check with the Lodge's insurance provider and the outside property/sponsor to insure coverage.**
 - **Coverage documentation will be required before approval can be given for the event.**
 - **If additional coverage is required, a minimum of \$1 million additional liability is required before approval. The Lodge will be the Primary insured and NCGL as additional insured.**
- All scholarships / endowments must be administered by the North Carolina Masonic Foundation (NCMF).
 - Lodges are permitted to have a fundraiser for a scholarship, so long as it is set up through NCMF.
 - Local lodges can no longer administer their own scholarship.
 - Donations can be made to NCMF at anytime for the scholarship.
 - Donations will be tax deductible because NCMF is a 501c-3 Charitable Organization.
 - **If your Lodge administers its own scholarship, it must be transferred to NCMF for administration.**
 - **Contact the Grand Secretary and/or the North Carolina Masonic Foundation for assistance.**



How to Access Forms & Guidelines

https://www.grandlodge-nc.org

GRAND LODGE OF NORTH CAROLINA

ANNOUNCEMENTS ABOUT FREEMASONRY THE GRAND LODGE DISTRICTS & LODGES CENTER FOR MEMBERS NC MASONIC FOUNDATION EDUCATION RESOURCES CONTACT US BETA TESTING LANDING

The Code

- The Code of Constitutions (Downloadable PDF)
- The Code of Constitutions and Regulations (Online Hyperlinks)
- The Code for Purchase

Our Lodge Page

Certified Lecturers' Information

- Forms and Links for Lecturers

Library, Museum, & Masonic History

- Proceedings and Past Grand Masters
- Historical List of Lodges
- Joseph Montfort Medal Recipients
- Halifax Day 2022

Special Activities Committee (Fundraising)

https://www.grandlodge-nc.org/center-for-members/special-activities-committee-(fundraising)

GRAND LODGE OF NORTH CAROLINA

ANNOUNCEMENTS ABOUT FREEMASONRY THE GRAND LODGE DISTRICTS & LODGES CENTER FOR MEMBERS NC MASONIC FOUNDATION EDUCATION RESOURCES CONTACT US BETA TESTING LANDING

Special Activities Committee (Fundraising)

The Special Activities Committee was established to aid and assist lodges properly plan and conduct fundraising activities. The Commission's members are at your service to answer any questions you may have concerning lodge fundraisers. Email us with questions at: glns.slsac@gmail.com

https://www.grandlodge-nc.org/center-for-members/special-activities-committee-(fundraising)

- The Code
- Our Lodge Page
- Certified Lecturers' Information
- Library, Museum, & Masonic History
- Special Activities Committee (Fundraising)
- Lion and Pillar Lodge of Excellence
- Books and Reading Materials

Special Activities Committee (Fundraising)

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Fundraising Guidelines

We've Gone Paperless!

As of January 2020 the Fundraising Process has gone paperless! If you would like to fill out these applications online and submit them online, follow these links:

[Fundraiser Application](#) (Fill out Online and Submit Electronically)

[Fundraiser Final Report](#) (Fill out Online and Submit Electronically)

[IRS Form W-2G](#): Reporting Raffle Prize greater than \$600



Fundraiser Timings

Paperwork Preparation & Submission

- Approval must be received **30 days** before the fundraising event start date.
- The fundraising event will be assigned an approval number.
- Fundraising advertising, ticket sales, etc. can last no more than **120 days**.
- The actual event can not last more than **3 days**.
- The final report is due **45 days** after the fundraising event.

- **Start Date:** The day you plan to start advertising, selling tickets, etc.
- **End Date:** The actual day of the event.
- The application must list the Charities to receive profits from the event.
- Charities **CAN NOT** change after receiving approval
- W-2G is **required** for any individual prize over \$600.

Example

Lodge planning BBQ on June 3, 2023

- February 3 Application submitted
- March 4 Approval received & advertising and ticket sales can begin

- June 3 BBQ
- July 18 Final report due

Notes

- Final reports must be received before receiving approval for another event.
- You can submit an application more than 30 days before your requested start date.
- You don't have to wait 45 days to submit a final report.



Fundraiser Tips

- Begin planning the event prior to submitting the application.
- If the event is unique, ask the Commission for recommendations and guidance.
- The designated charities for the fundraiser should be listed on all advertising and tickets.
- Consider asking the designated charities to advertise the event on social media and to their sponsors.
- In addition to our Masonic Code, all Local, State, and Federal guidelines/laws must be followed.
- Raffle advertising should include “winners are responsible for all applicable taxes, titles, fees, and licenses.” This should be printed on all tickets, signage, advertising, and verbal communications.
- Keep paper copies of expenses and vouchers with the final report in the Lodge’s records.
- A copy of the event’s application and the final report will be sent to the Lodge’s DDGM for their information.
- The following events/prizes are **not** permitted:
 - Poker Runs (Must be name Motorcycle Ride instead w/ no games of chance)
 - Military-style firearms and/or ammunition (AR style rifles)
 - Cash prizes (must be gift cards instead of cash)
 - Lotteries, games of chance, gambling, or similar activities (Bingo, Card Games, etc.)
 - Alcohol or alcohol-related items



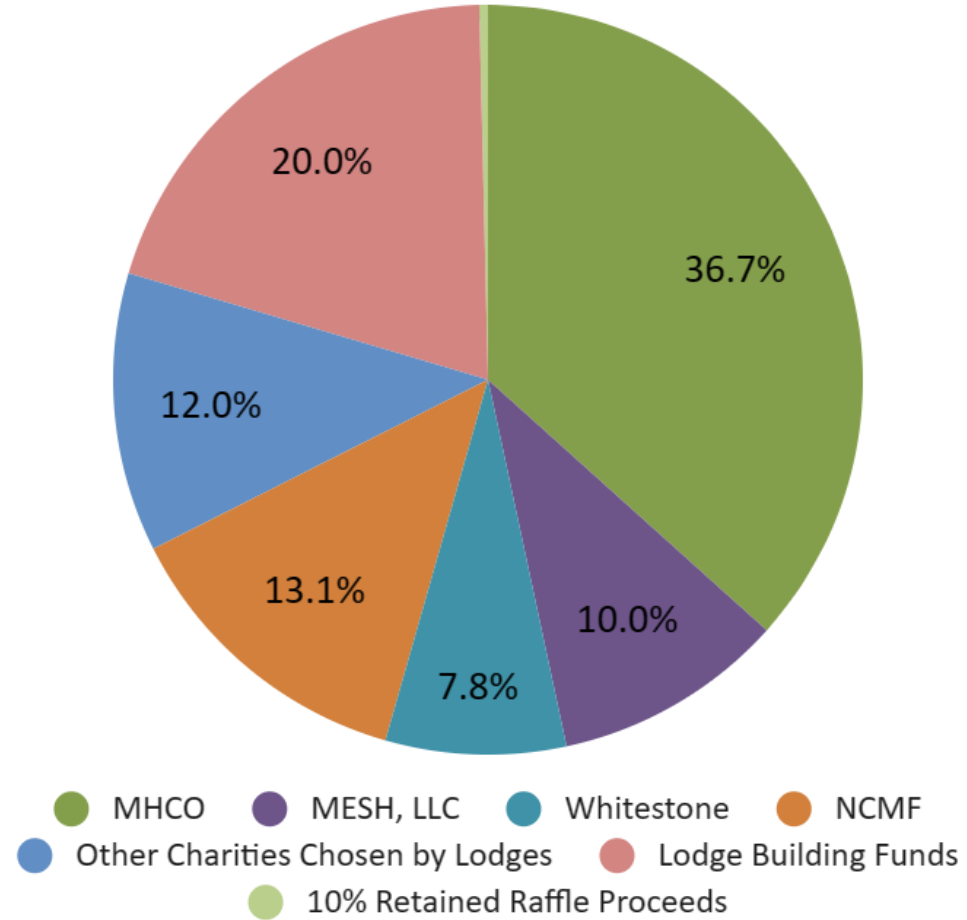
2022 Fundraisers

Category	#	Amount	ROI	Avg / Category
Gun Raffles	40	\$240,104.60	68%	\$6,002.62
General Raffles	27	\$55,556.68	71%	\$2,057.65
Golf Tournaments	19	\$181,238.45	71%	\$9,538.87
BBQ	37	\$128,252.08	56%	\$3,466.27
Breakfasts	7	\$14,677.98	60%	\$2,096.85
Dinners	14	\$45,850.98	55%	\$3,275.07
Food Sales - Other	25	\$76,031.35	60%	\$3,041.25
Merchandise Sales	5	\$5,544.80	85%	\$1,108.96
Other	47	\$109,986.76	71%	\$2,340.14
Total	221	\$857,243.68	53%	



2022 Charities

Net Proceeds by Charity





2023 Commission Members

Carl Smith, PM (Chairman)	Queen City Lodge #602, Rocky Mount
Charles Barrett, PM, PDDGM	Corinthians #230, Rocky Mount
Josh Bristol, PM	Hilbritten Lodge #262, Lenoir
Tim Harris	St. Johns #003, New Bern
Matt Korff, PM, DDGM	Queen City #602, Rocky Mount
Mac McKenzie, PM	Vandora Lodge #745, Garner
Maurice Melton, WM	West Bend #434, Lewisville
Casey Shaw	Pilot Lodge #493, Pilot Mountain
Charles Talley, PM	Hiram #40, Raleigh

Commission Email
glnc.slsac@gmail.com