

Book: Poplar Springs Policy Manual
Section 4000 Financial Policies
Title Compensation for Volunteers
Number 4710
Authority Church Bylaw Article V, Section 1
Internal Revenue Code section 132(a)(4)
Internal Revenue Code section 501 (c) (3)
Adopted March 14, 2021

1. The ministry of the church depends on volunteers. These unpaid laborers work side-by-side with ministers of the church and other volunteers to carry out the mission and vision of the church.
2. The U.S. Department of Labor defines volunteers as “individuals who volunteer or donate their services, usually on a part-time basis, for public service, religious, or humanitarian objectives, not as employees, and without contemplation of pay.”
3. In no case shall church funds be used to provide compensation to volunteers in the form of gift certificates, money or cash equivalents, gift cards, or other forms of disguised compensation.
4. This policy shall not be interpreted to prevent reasonable expense reimbursement following procedures established by the appropriate committee of the church.
5. This policy shall not prohibit items or events approved by the church in the budget to celebrate the contribution of groups of volunteers to the church. These items and events include, but are not limited to, occasional meals, plaques, t-shirts, snacks, flowers, and token holiday gifts.
6. The church may from time to time authorize the employment of short term contracted workers. These workers include, but are not limited to, summer workers for children’s activities, musicians for special events, and child care workers. This policy should not be interpreted to prevent a nominal stipend as compensation for services for these short term contracted workers.