



# ANGLICAN EAST NL

July 27, 2020

## Fellowship and Fundraising

The Diocese recognizes the economic strain that parishes have been under since the advent of Covid-19 and the desire to engage in traditional fellowship and fundraising activities once again. Obviously, the health and wellbeing of staff, volunteers and customers is the prime consideration when considering events and activities. Please note that the following guidelines apply to the province's current Alert Level 2. Should the alert level return to Level 3, or even 4, in the future, diocesan guidelines will change to reflect that.

***Please Note that only those parishes that have submitted a re-opening plan, received the Bishop's permission to re-open for worship, and have in fact re-opened, will be permitted to engage in fundraising activities.***

### Fellowship

In keeping with the Dept. of Health and Community Services (DHCS) *Guidance for Faith-based Organizations*, parish social gatherings, such as coffee hours and communal dinners and lunches, should still be avoided.

### Fundraising

When churches re-open in September the following fundraising guidelines will apply:

#### ***Ticket Sales***

Ticket sales, in accordance with ServiceNL regulations, are permissible, provided there are no sales tables set up in public spaces. Tickets for selling may be dropped off to sellers' homes for sales to family and friends in their extended bubbles. Monies collected should ideally be remitted to the parish via Electronic Funds Transfer (EFT). If it is necessary to remit cash, people should wash their hands after handling the cash and avoid touching their face until they have washed their hands, as cash is known to carry a lot of bacteria and viruses. Tickets could also be ordered via email or phone, paid for by EFT or credit card, and the tickets delivered to purchasers' mailboxes.

#### ***Parish Fairs/Craft Sales***

Like Coffee Hours and Parish Luncheons, in-person fundraising events with or without food service will not be permitted at this time.

Parishes may consider online auctions or sales of handiwork and baked goods. A small group can collect items from donors' doorsteps and prepare them for sale or auction. Items that can be disinfected safely should be disinfected and those handling the items should avoid touching their face while handling the items and immediately wash their hands after handling. Items would be paid for via EFT or credit card payment to the parish, after which curbside pick-up could be arranged at staggered intervals. Parishes should not deliver goods to customers. Names and contact information of all volunteers, staff and customers must be recorded and maintained for contact tracing purposes.

**Guidelines:**

- Volunteers to maintain physical distancing while preparing goods for sale;
- Volunteers attest that they are not symptomatic, have not travelled outside the Atlantic bubble and have not been in contact with anyone with Covid-19;
- Volunteers practice proper hygiene (wash hands, cover coughs and sneezes);
- Volunteers wear masks;
- Equipment that must be shared is sanitized between users;
- Doorknobs, handles, countertops and light switches are cleaned frequently;
- Make available to volunteers/staff masks, tissues, no-touch trash receptacles, hand soap, alcohol-based hand sanitizers, disinfectants and paper towels;
- High-touch surfaces in the washroom (door handles and locking mechanisms, the toilet seat and flush handle, the faucet and sink basin, and any other surfaces which reasonably could have come in contact with a person's hand (such as support railings for the disabled) should be quickly disinfected with a disinfectant spray and cloth between users;
- Ensure washrooms have liquid soap and paper towels for volunteers/staff;
- Clean kitchen and other preparation areas before volunteers/staff arrive and after they leave.

**Fundraising Take-out Meals**

Take-out fundraising meals are permitted, provided the following conditions are met: Meals to be prepared on site in a kitchen approved by the DHCS and following DHCS food preparation guidelines which are found here:

<https://www.health.gov.ni.ca/health/publichealth/envhealth/notforprof.pdf>

- Volunteer cooks/preparation staff can maintain physical distancing while preparing meals;
- Volunteers attest that they are not symptomatic, have not travelled outside the Atlantic bubble and have not been in contact with anyone with Covid-19;
- Volunteers practice proper hygiene (wash hands, cover coughs and sneezes);
- Volunteers wear masks;
- Volunteers handling food directly and anyone with open cuts or sores on their hands, wear gloves;
- Equipment that must be shared is sanitized between users, using a mild bleach and water solution;
- Doorknobs, handles, countertops and light switches are cleaned frequently;

- Clearly identify disinfectants separately from sanitizing solutions, as disinfectants must not be used on food contact surfaces. Do not use a disinfectant on anything that comes in contact with food.
- Make available to volunteers/staff gloves, masks, tissues, no-touch trash receptacles, hand soap, alcohol-based hand sanitizers, disinfectants and paper towels;
- High-touch surfaces in the washroom (door handles and locking mechanisms, the toilet seat and flush handle, the faucet and sink basin, and any other surfaces which reasonably could have come in contact with a person's hand (such as support railings for the disabled) should be quickly disinfected with a disinfectant spray and cloth between users;
- Ensure washrooms have liquid soap and paper towels for volunteers/staff;
- Clean kitchen and other preparation areas before volunteers/staff arrive and after they leave.
- Meals to be ordered by phone or email;
- Meals to be paid for by EMT or telephone credit card payment;
- Meals to be collected via curbside pickup at pre-arranged, staggered times. Parishes should not deliver meals to customers.
- Names and contact information of all volunteers, staff and customers is recorded and maintained for contact tracing purposes;

Parishes will undoubtedly conceive of other creative fundraising ideas. These should be approved by Synod Office before proceeding.