The First Church in Sterling
eBay Donation Program
November 2009

Program Overview

The First Church in Sterling participates in the eBay's program for nonprofit organizations, called Giving Works (http://www.ebaygivingworks.com/ns/about.html); this program is administered by the nonprofit organization called MissionFish. Giving Works has two methods of nonprofit selling, called Community Selling and Direct Selling. In the Community Selling model, the donor conducts their own auction, and donates a percentage of the proceeds to the nonprofit. In the Direct Selling model, the nonprofit lists the item on eBay, collects payment, and issues a tax receipt. The First Church is using the Direct Selling model.

The First Church Finance Board oversees this program.

Donations

The First Church will accept any item as a donation to the First Church eBay Donation Program so long as the item is within eBay's listing standards. However, the Finance Board reserves the right to respectively decline the donation of any item, such as if the item is not consistent with the church's beliefs, or if the item has a value of less than $25.

When an item has been accepted for donation, it will remain the property of the donor, and in possession of the donor, until the item is sold.

Listing Items

We request that the donor work with the First Church to describe the item appropriately for the eBay listing, to provide photographs of the item, and to answer any questions that might arise during the item's auction. If the donor is unable to furnish photographs, a church volunteer will take the photographs.

eBay Fees

While eBay normally charges an ad insertion fee, and a final value fee once an item is sold, these charges are waived for nonprofit organizations using the Direct Selling model. Should the First Church attempt to sell the same item twice, and it does not sell during the second auction, then the church will be charged the insertion fee.

At Auction End

Once an auction ends, if the item has not been sold, the item remains in the possession of the donor.

Once an auction ends, and the item has been sold, the First Church will require the buyer's payment within one week of the sale. After payment has been received, and if the item is listed as "local pickup," the donor will contact the buyer to arrange a mutually agreeable time for the pickup of the item. If the item is to be shipped to the buyer, a First Church volunteer will handle the shipping; items should be shipped to buyers within one week of the church receiving payment.

Payment

The First Church will accept payment through PayPal, to its PayPal account. Once a month (or more often), any proceeds in the First Church's account should be given to the Church Treasurer.

Returns

If a buyer is not satisfied with their purchase for any reason within one week after receiving it, they may return it for a refund of their purchase price if the item is still in its delivered condition. However, the cost of returning the item is the buyer's responsibility.

Feedback

The First Church will leave buyer feedback after the conclusion of the return period.

Auction Proceeds

Unless otherwise stated by the donor, the proceeds of the auction will be used for the First Church's operating budget.

Donor Acknowledgement

At the conclusion of the return period, the First Church will send a letter to the donor, thanking the donor for their donation, and providing sufficient information so that the letter serves as a record their tax-deductible donation. In addition, this donation should be reflected in their quarterly giving statements.