

Addendum to:

RESURRECTION CATHOLIC CONGREGATION GIFT ACCEPTANCE POLICY
APPROVED: FINANCE COMMITTEE
RESURRECTION CATHOLIC CONGREGATION
DATE: JANUARY 12, 2017

Section V. Page13 ---- Section V – Developing an Integrated Approach to Donor Recognition

ADDENDUM APPROVED: DEVELOPMENT COMMITTEE
RESURRECTION CATHOLIC CONGREGATION
DATE: FEBRUARY 9, 2017
PASTORAL COUNCIL APPROVED: MAY 2, 2017
FINANCE COUNCIL APPROVED: MAY 16, 2017

1. Donor Recognition of memorial, bequests and restricted gifts.

- Definitions of memorial, bequest/will and restricted gifts:
 - **Memorial Gifts** are gifts given in honor of a special person (usually who has passed away) to help Resurrection Catholic Congregation live out its mission of creating disciples. Memorial gifts can be restricted or unrestricted.
 - **Bequest/Will** are gifts given of real property at the time of death. They maybe restricted or unrestricted. Bequest/wills are normally not used for day to day operations of the parish.
 - **Restricted Gifts** are funds given by a donor with restrictions on how to use them within the gift acceptance policy.
 - Gift received with donor stating 'to be used for the greatest need' is determined to be a **Restricted Gift**.
 - Leadership will determine what the specific use of the gift is. Donor will be advised.
 - If the donor is an active registered parishioner, they should have made or will make a gift to support the operations of the parish. If the donor has not made their 'normal' Sacrificial Giving gift first, a follow-up will be needed with the donor to determine their exact intent of gift.
- Restricted or designated gifts that are not addressed in Section V. 1. include: Sacrificial Giving/parish support and capital campaign funding.
 - Gifts given with no direction of how the gift is to be used and are beyond bequests, restrictions or memorials will be classified as Sacrificial Giving/parish support. Sacrificial Giving/parish support is addressed in Section V – 2.
- Gifts can be cash, cash equivalents or other approved gift (see Gift Acceptance Policy for further information).
- Leaders of Resurrection Catholic Congregation recognizes and appreciates 'equal sacrifice, different gifts' philosophy and at the same time realizes donors will contemplate giving more if recognition is preceived as special. All gifts will receive a basic level of recognition. Extra ordinary gifts will receive special attention from the pastor.
 - Basic level consists of
 - Formal receipt and acknowledgement will be sent within 7 days.
 - Thank you letter
 - Plaque on recognition wall.
 - Extra ordinary gifts will receive special attention from the pastor which may include a lunch/dinner.
 - If memorial gifts are received direct from the donor, the family of the honoree will receive a notice of the gift. The donor will receive a thank you for the gift. Notice will be given on what the gift will be used for.
 - If the memorial gift is received thru the honoree family, and we are able to determine who the donors are, a thank you will be sent to the individual donors and will include a mention of what the gift will be used for.

Gift Levels and form of recognition

Amount	Type of personal/direct recognition	Recognition Wall	Other
\$100-\$5000	Receipt/acknowledgement Thank you letter from Pastor or director involved with gift	Copper plaque	
\$5000-\$15,000	Receipt/acknowledgement Thank you letter from Pastor and director involved with gift	Bronze plaque	
\$15,000-\$25,000	Receipt/acknowledgement Thank you letter from Pastor and director involved with gift	Silver plaque	
\$25,000 +	Receipt/acknowledgement Thank you letter from Pastor and director involved with gift	Gold plaque	Special recognition with the Pastor

- Plaque on the wall will be placed in chronological order. As the wall fills the oldest plaques will be removed and kept in the form of a book for a time deemed necessary by the Financial Council and/or Pastor.

- There will be only one plaque per donor. If donor gives \$1,000 for a designated purpose in 2010 and \$25,000 in 2012 the donor has the right to have a new plaque made in the silver and the old plaque will be removed.
- Plaque will list name of Donor and/or name of memorial. Example:
 Designated/restricted gift: Joe and Sally Smith
 or
 Gift given in memory of someone: In Memory of Jane Doe
- Donations are not cumulative each time a donor makes a gift.

2. **Sacrificial Giving/Parish Support** is also known as ‘tithing’ and to some it is known as ‘church dues’. Resurrection does not require that parishioners pay to be an active/registered member of our parish family. However, the concept of tithing is biblical and encouraged.

- a. Sacrificial Giving/Parish Support is used for the day to day operations of the parish including Faith Formation, and support of catholic education in our local catholic schools.
 - i. Tithing
 1. This financial response to Christ should be “of the essence” of our faith, not simply the leftovers. *“In generous spirit pay homage to the LORD, be not sparing of free will gifts. With each contribution show a cheerful countenance, and pay your tithes in a spirit of joy. Give to the Most High as he has given to you, generously, according to your means.” – Sirach 35:7-9*
 2. Biblical tithing is 10% of your income.
 3. The greater Church encourages members to achieve this level of support by contributing 5% to the church and 5% to other charities.
 - ii. Gifts given with no direction of how the gift is to be used and are beyond bequests, restrictions or memorials will be classified as Sacrificial Giving/parish support.
 - iii. Gifts can only be cash or cash equivalents (see Gift Acceptance Policy for further information)
- b. Recognition of Sacrificial Giving/parish support
 - i. Sacrificial Giving/parish support is a freewill gift and as such is not recognized publically.
 1. Members are encouraged to be an active part of the sacrificial giving program.
 - a. Annually parishioners are asked to recommit to a Stewardship Way of Life by pledging to
 - i. Prayer
 - ii. Service
 - iii. Sharing
 - b. Parishioners are asked to make an annual pledge to the parish.
 - c. As pledges are received a personal thank you is sent from the pastor.
 - ii. Each week Sacrificial Giving/parish support total dollars donated will be listed in the bulletin thanking all those that make our ministries possible and facility operating.
 - iii. Monthly recaps are sent out to active/registered parish families showing the amount pledged and the amount gifted to that pledge.
 1. The recap also includes any other gift that was given during the fiscal year.
 2. The recap thanks them for their gift.
 - iv. In January of each year a recap of donations made in the prior calendar year are sent to all those that made a financial gift through Resurrection Parish.
 1. This recap once again thanks them for their financial support.

3. Capital Campaigns

- a. At the time of a capital campaign, recognition will be addressed by the leaders of the campaign and Pastor.

The Pastor, Finance Council and Development Committee reserves the right to evaluate and change this addendum as necessary.