

Policy on Designated Giving, Fund Raising and Sales

Adopted by Finance Council on November 23, 2021

Designated Giving

The Pastoral Council may establish special funds, not part of the operating budget, for which designated contributions can be accepted.

It is recognized that in special cases it is appropriate and necessary for designated contributions to be accepted for specific purposes outside of established funds. All designated gifts shall support the STA mission, vision and goals. Designated gifts are offered to the Pastor who may accept the gift and its designation.

The parish will not accept gifts designated to specific individuals because gifts earmarked for use by a specific person are not tax deductible. Anyone wishing to make such a gift should give directly to the individual and not through the parish. In addition the parish cannot be used as a conduit (or pass-through) for donations to other groups or organization in order for the donor to simply make the donation tax deductible. These gifts should be made directly to the group or organization.

Fund Raising & Sales

From time to time, special parish fund raising campaigns may be undertaken to support the parish mission capital needs, or endowments supporting campus ministry and other programs or initiatives, specific ministries at or associated with St. Thomas Aquinas, and other needs. Special campaigns must originate with a ministry, committee, board or council at St. Thomas Aquinas. Approval for such fund raising campaigns must be given by the Finance Council and the Pastoral Council.

Other fund raising and sale activities, aimed at STA parishioners, by parish organizations or groups, as well as outside groups, need the endorsement of the Finance Council, and staff approval for date and location. Groups not part of STA ministry are discouraged from fund raising or sales aimed at STA parishioners on STA premises.

Fundraising is understood to be any activity on or off site, with parish sponsorship, that asks for money or goods or sells a product. Fundraising must support the mission of STA.

Fundraisers at STA have a purpose beyond simply being a means of raising money. They should:

- Provide information on the group conducting the fundraiser or sale
- Provide information on the specific goals of the fundraiser or sale
- Build community by providing an opportunity for interaction between the parish and the members of the group.
- Report the results of the activity to the Finance Council and parish at large.

Groups with standing approval, as exceptions, for fundraisers:

- KNIGHTS OF COLUMBUS:
 - Tootsie Roll sale to benefit the mentally handicapped
 - 3 fish dinners during Lent
 - 1 spring pancake breakfast
 - 2 fall pancake breakfasts

- CAMPUS MINISTRY:
 - o outreach shirt/apparel sale
- SOCIAL JUSTICE:
 - o Worldly Goods holiday sale
- YOUTH MINISTRY:
 - o 2 fundraising activities lasting two weekends during the fiscal year

These fundraisers only require approval of staff for date and location, subject to the requirements above.

Donations to Sister Parish or other International Organizations

St Thomas Aquinas' "Sister Parish Ministry Fund"* can accept donations for our sister parish ministry and provide a "tax deductibility letter" to donors with the following requirements:

1. all decisions and determinations on how funds are to be used (in Honduras) are determined by St. Thomas Aquinas parish
2. the parish does not accept any designated (beyond sister parish ministry) or earmarked gifts for the sister parish in Honduras (or any foreign charity), but rather will accept unrestricted donations and neither the domestic donor nor the church in Honduras (or a foreign charity) determine how funds are to be used
3. the parish does not act as a conduit for donor gifts to pass through parish accounts and be sent to Honduras (or any foreign charity) simply to give the appearance of a tax deductible donation

**the "Sister Parish Ministry Fund" is just a bookkeeping designation to keep donated funds for our sister parish accounted for. All donations are made to St. Thomas Aquinas Church and end up in the parish's bank account and are paid out from that account.*