



St. Paul's Episcopal Church Gift Recognition Policy

The church encourages members and friends to make gifts to meet the current and future needs of the church to accomplish God's will. As stated by the Episcopal Church Foundation, "The goal of recognition programs is to provide givers with an opportunity to express their faith and encourage others." In order that we might acknowledge giving as a joyful response to God's generosity to us, St. Paul's has adopted a recognition policy for all gifts to our parish. This policy is designed to set standards for the manner in which gifts, of all kinds, are recognized publicly.

Policies

1. All gifts, monetary, in-kind and of service, will be recognized unless anonymity is requested.
2. Public gift acknowledgment of in-kind, tangible items is strongly discouraged with the exception of named opportunities detailed in the "Building for God's Community" Capital Campaign. A tangible object may be labeled with a descriptive plaque (name of artist, origin of tree species) but not describing the donor or for whom the gift was given in honor/memory of except as expressly approved by the Vestry.
3. In-kind, tangible objects may be acknowledged privately (on the back of a hanging picture, inscribed on chalice).
4. Upon receipt of an in-kind gift, the donor will be informed that the church will use the gift while and when appropriate. If the church accepts gifts of tangible personal property, it shall be on the condition that the church may later dispose of such property, in its discretion.
5. A log will be kept documenting the receipt of all in-kind gifts to preserve their permanent legacy.
6. All gifts given in honor/memory, that are either monetary or in-kind, will be acknowledged once a year in the Sunday bulletins for the All Saints Day services. Individual listings for honor/memorial gifts will not be included in individual Sunday bulletins unless approved by the Vestry.
7. All annual campaign monetary pledges/gifts will be acknowledged through the Annual Campaign recognition effort.

8. Gifts of service will be recognized twice a year. The Director of Stewardship and Planned Giving will compile a single list of all parishioners who have turned in Pledge Cards making a pledge of time, talent and/or treasure at the end of the Annual Campaign in alphabetical order with no designations of type of gift. The list will be published as a “Thank You” to those who have *pledged* in the Parish Life and church bulletin on the publication date closest to Thanksgiving. Every effort will be made to include all donors returning Pledge Cards by these publication deadlines. Additionally, as has been the practice at St. Paul’s in the past, a listing of all those who participate in the life of the church by giving of their time and talent will be published in the Annual Report according to areas of service reported by the designated committees.
9. Gifts of service will not be recognized through plaques or other permanent fixtures within the facility unless expressly approved by the Vestry. Individual organizations are responsible for recognizing their volunteers appropriately.
10. Individual Sundays can be set aside for observing individual groups as approved by the Vestry. Every effort will be made to recognize like groups together to prevent recognition too frequently throughout the year, detracting from the Sunday liturgy.

