REQUEST FOR EXEMPTION FROM ASSESSMENT

POLICY FOR EXEMPTION OF MONIES USED TO BUILD OR RENOVATE

Please read this page before completing application below.

Special Fund Drive

A. Routine maintenance projects (roofs, heating/air conditioning systems, parking lots, carpets) will not be considered for exemption unless they are part of a major renovation or addition, which would warrant a special campaign or fund drive (brochures, pledge cards, pledges periods, etc.).

B. The exempted project must have specific beginning and ending dates for collection of the money, not to exceed five years.

C. The exemption requested for the special fund drive must be stated in advance and cannot exceed the cost of the project.

D. All exempted monies collected for the special drive must be used for the specified project. If a parish chooses to use interest gained from an Exempted Project Fund for the “Fund”, the said interest is not to be assessed. (3-22-2016)

E. The amount to be exempted will be the lesser of the amount actually collected within the funding period or the amount specified as the total fund drive, whichever occurs first.

F. Exempted money must be new revenue, accounted for in the revenue of the Operating Fund #1. Money will be exempted only in the year it is collected. Money collected prior to beginning the project must be deposited with the Diocese until needed for the project expenditures.

G. Exemption will NOT be considered once work has begun or is completed.

H. See Building Projects for the construction approval process.

EXAMPLES OF REVENUES WHICH WOULD BE CONSIDERED FOR EXEMPTION FROM ASSESSMENT:
• Proceeds from a fund drive for an approved building or major renovation project
• In order for a project to have a campaign, the parish will have published brochures, letters, and have pledge cards for the project, and a pledge period of three to five years to cover the debt.

EXAMPLES OF REVENUES WHICH WOULD NOT BE CONSIDERED FOR EXEMPTION FROM ASSESSMENT:
• Revenues for maintenance activities, roof replacements, parking lot maintenance, etc., will not typically be considered for exemption.
• Revenues for projects which have not been approved in advance by the bishop will not typically be considered for exemption.
• Requests for exemptions filed “after the fact” for noncapital projects will not typically be considered for exemption.