



St. Michael Catholic Church

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POLICY REGARDING OBTAINING A STATE OF COLORADO GAMING LICENSE FOR PARISH-LEVEL FUNDRAISING ACTIVITIES

The Church depends on the generous stewardship of parishioners and volunteers' time and talents in the fulfillment of her mission. Cherished and long-valued ministries of the Church provide immeasurable benefits to and for God's chosen and faith-filled people.

Historically, the parish's collective ministries exist solely for the good and promotion of the faith, catechesis, liturgical and charitable works of the Church, which is a designated a "not-for-profit" religious and charitable entity by the Internal Revenue Service and individual states within the United States.

From parishes-to-parishes proposals are presented regarding the feasibility of obtaining a year-round State of Colorado Gaming License to enable parish-level fundraising events, which involve regulated games-of-chance (e.g., a lottery, raffle, or pool, etc.). After careful consultation with our bishop and the diocese's financial and legal experts, as the incumbent Pastor or Parochial Administrator, in lieu of a year-round license, individual/special event licenses (for designated and specific periods of time) are the more prudent endeavor.

Therefore, the purpose of this policy and procedures is to establish parish-level norms governing such occasions:

1. A ministry chairperson or leader will present to the Pastor their proposed plan for a fundraising event (which will employ one or more activity governed by established state gaming regulations/laws) at least 2 months in advance of the event's planned date(s). This includes such events as the Knights of Columbus (KofC) sponsored activities occurring on parish property.
2. The Pastor will discuss the matter with the parish's trained/certified gaming official and the appropriate Parish/Finance Council members, if/as appropriate, to determine the best course of action.
3. If such event is approved by the Pastor (excluding KofC events), he will coordinate with the parish's accountant to ensure prescribed financial tracking and accountability measures are established and in place before the event commences.
4. There will be a maximum of two (2) gambling-related parish-level fundraisers per calendar year.

Thank you in advance for your assistance to this important matter.

A handwritten signature in blue ink that reads "Rev. R. Newbury Jr." The signature is written in a cursive style with a large, stylized initial 'R'.

Rev. Robert G. Newbury Jr.
Parochial Administrator