

## **Saint Francis of Assisi Church Support Request Guidelines**

Saint Francis of Assisi Church is blessed to have so many charitable and generous parishioners who continue to volunteer and support a wide variety of causes. We have witnessed how this generosity has truly benefited individuals in need throughout our community. It is important for us to continue our support to as many groups and individuals as we can.

As our parish has grown, so have the number of requests for support. The requests vary and include monetary donation requests, recruitment for volunteers, and pulpit announcements, just to name a few. Unfortunately we are not able to fulfill every request we receive.

In order to ensure that we can fulfill the requests from many of the causes we have in the past and evaluate the many new requests we get each month, the Pastoral Council has formed a selection committee and put in place a review and selection process. The committee includes representatives from the Pastoral Council, Saint Francis of Assisi School, The Knights of Columbus, the Social Concerns Committee, and the Communications Committee.

You or your group may have received support in past years. If so, we want to ensure that you have the same opportunity in the future. Please take a moment to complete and submit the support request form available at [www.saintfrancischurch.org](http://www.saintfrancischurch.org) within the **Social Concerns** section located in the **PARISH IN ACTION Tab** on the Home page of the website. The form is also available at the parish office. If you have a new request, we ask that you fill out the same form and submit it to the parish office.

The selection committee will evaluate all requests four times per year. During the 3<sup>rd</sup> week of February, May, August and November the committee will compile all the forms, evaluate the need, and make the selections. You will be contacted shortly thereafter.

Thank you for accommodating this request process so we can ensure that the charitable resources of our parish and our members benefit those groups or individuals with the highest level of need.

**Saint Francis of Assisi Church  
Support Request Committee**