



The Most Reverend Charles C. Thompson
Archdiocese of Indianapolis

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GIFT ACCEPTANCE POLICY REGARDING THE NAMING OF BUILDINGS, FIELDS AND OTHER PROMINENT SPACES IN THE ARCHDIOCESE OF INDIANAPOLIS

In accord with the norm of the 1983 Code of Canon Law for the promulgation of particular law (c. 13, §1) for the territory entrusted to me; I, the Most Reverend Charles C. Thompson, D.D., J.C.L., promulgate the following “Gift Acceptance Policy Regarding the Naming of Buildings, Fields and Other Prominent Spaces” as particular law all buildings, fields, and other prominent spaces in the Archdiocese of Indianapolis:

1. Buildings, fields and other prominent spaces in the Archdiocese of Indianapolis cannot be assigned a name unless it is in tribute to Our Lord, Our Lady or a Saint.
2. If the naming is connected to a financial contribution made by a donor, recognition for the donor is possible with a small plaque placed within the building so long as all requirements listed below are fulfilled. Such a plaque may read *St. Therese Hall made possible by the generous contribution of Mr. and Mrs. NAME to the ministries of PARISH/AGENCY/SCHOOL NAME.*

Requirements that must be fulfilled:

- a. An application to include donor recognition is completed and submitted to the Office of Stewardship and Development for vetting and approval.
 - b. With the involvement and oversight of the Office of Stewardship and Development, a signed contractual agreement between the donor and the entity accepting the financial gift must be completed. Such agreements will be reviewed by legal counsel and contain at a minimum the following provisions: agreed upon gift amount, duration of agreement, first right of refusal, morality clause, and failure to fulfill a pledge clause. The contract will note that the Archbishop or his designee have authority to remove the name from a building should it be deemed necessary.
 - c. The opportunity for recognition should not be offered unless a donation equal to 50% of the approved fundraising goal for the facility or between one-third and one-half of the cost of the new facility is agreed upon. Written approval to deviate from this recommendation is required from the Archbishop or his designee.
3. All naming opportunities associated with Sacred Spaces require the written approval of the Archbishop or his designee.
 4. The Archbishop or his designee reserves the right to alter or remove naming as required by the norm of law.

This policy is effective as of the date of this decree.

Given this 26 of April 2021 at the Office of the Archbishop.

+ *Charles C. Thompson*

Most Reverend Charles C. Thompson, D.D., J.C.L.
Archbishop of Indianapolis

Annette "Mickey" Lentz
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Chancellor