



DIOCESE OF SIOUX FALLS FACILITY USE POLICY

I. Introduction

This policy has been developed to assist pastors/administrators and Diocesan administrators in determining whether, and under what circumstances, to permit a non-parish, non-school, and non-Diocesan group to use a Church facility on a once-only, periodic, or long-term basis.

II. Principles

1. Parish, school and Diocesan groups have priority in the use of parish, school, and Diocesan facilities.
2. Granting the use of a parish or Diocesan facility to a group or organization that is not affiliated with or sponsored by a parish or school or the Diocese shall not constitute an endorsement by the local parish or school, the Diocese, or the Catholic Church of the principles or philosophy of the group being granted use of the facility.
3. The pastor/administrator of the parish and school, and the administrator of the Diocesan facility may establish guidelines on the use of the parish/Diocesan facilities provided those guidelines are not inconsistent with this Policy.

III. Policy

1. The pastor of the parish and school facility, or administrator of a Diocesan facility shall determine whether the parish/school/ Diocesan facility will be made available for use to groups that are not affiliated with or sponsored by the parish/school/ Diocese. In making this determination, the pastor/administrator/Diocesan administrator shall take into consideration the needs and operations of the parish/school/Diocese.
2. A distinction exists between church buildings which are constructed exclusively for worship and buildings which may have multiple purposes. The primary purpose and function of the church building is the liturgical prayer, worship, and private or devotional prayer by the faithful. Any other use proposed to be made of the church building shall not be of a nature that may contradict the church building's primary purpose and function, in keeping with canonical norms regulating sacred space.



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III. Policy (continued)

3. In cases where the pastor/administrator/Diocesan administrator has decided to make a parish/school/Diocesan facility available to individuals or groups not affiliated with or sponsored by the parish/school/ Diocese, such facility may be leased to an individual or group on a once-only basis, a periodic basis, or a long term basis. The *Facilities Use Agreement* must be completed for any arrangement for the once-only use or periodic use of a parish/ school/Diocesan facility. This document is attached to this Policy.

An arrangement for the use of a parish/school/ Diocesan facility on a long-term basis must be memorialized in a written Lease Agreement, which is to be reviewed and approved by the Diocese's general counsel prior to signing by the parties. The Diocese's general counsel will assist the pastor/administrator/Diocesan administrator in preparing the Lease.

4. The use of a parish/school/Diocesan facility shall not be granted to any individual, group or organization:
 - whose purpose, tenets, acts or omissions, or objectives contradict the faith and morals of the Catholic Church or the policies of the Diocese of Sioux Falls and the purpose, tenets, acts or omissions, or objectives of the individual, group or organization are inherently inseparable from the proposed use of the facility by the individual, group or organization;
 - when the activity for which the facility is to be used contradicts the faith and morals of the Catholic Church or the policies of the Diocese of Sioux Falls;
 - when doing so would directly involve the Church in partisan politics in support of one candidate for civil office and in opposition to other candidates for the same office;
 - when unlawful, unsafe, or hazardous activity may occur as a result; or
 - whenever the pastor/administrator/Diocesan administrator or the Diocese determines that the granting of such use will not be in the best interest of the parish, its parishioners, the faithful or the Diocese, or that the denial of such use is necessary to avoid scandal.
5. In the event that the parish/school/Diocesan facility is unable to determine whether an individual, group or organization seeking to use a facility or the proposed use complies with the terms of this policy, the parish/school/facility will seek the approval of the Bishop of the Diocese of Sioux Falls.
6. Non-parish and non-Diocesan individuals, groups, or organizations desiring to use a parish or Diocesan facility shall obtain a certificate of liability insurance coverage with acceptable coverage limits and naming the parish and Diocese as additional insureds.