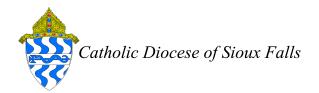
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Diocese of Sioux Falls is utilizing ParishSOFT for parish management. This new sletter will be sent periodically to assist in your transition. Please encourage other ParishSOFT Users in your organization to subscribe. Thank you! Carla Haiar

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Family Suite

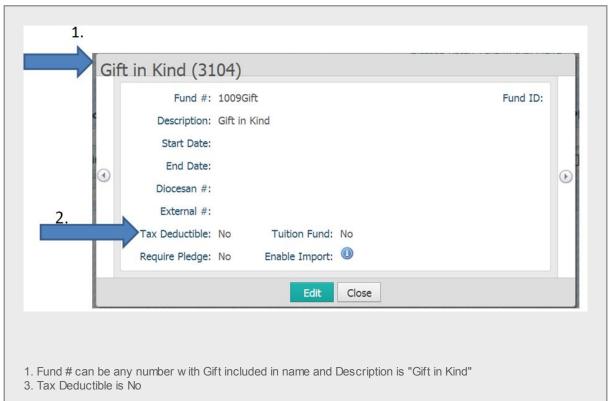
RS

## Gift in Kind

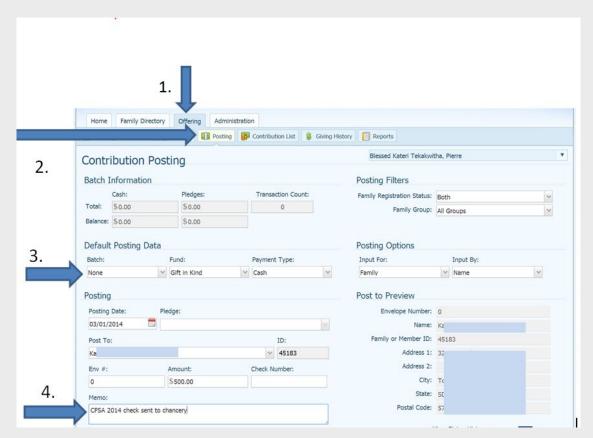
Any time you receive a gift from a parishioner that you wish to acknowledge but cannot report as a tax deductible gift, you may post it to a Gift in Kind Fund. Examples would be a CFSA gift received at the Chancery Office but NOT receipted in your office, or a check from a grain elevator or an investment fund.

Gift in Kind Fund is NOT Tax Deductible. Please acknowledge these gifts upon receipt. They will NOT appear on an EOY Gift Statement.





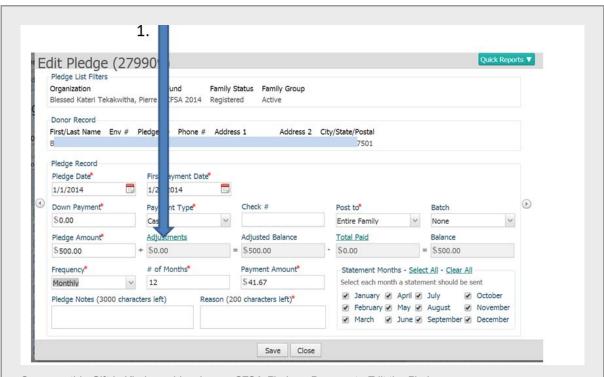
## Now let's POST the gift to the parishioners account.



- 1. Click on Offering
- 2. Posting
- 3. Select Batch as None, since you are not reconciling cash, there is no need to batch Gift in Kind entries. Continue to select the Posting Date, Family, Amount as normal.
- 4. Memo field, if this for a CFSA Pledge, please enter CFSA in the Memo field for future search and reporting.

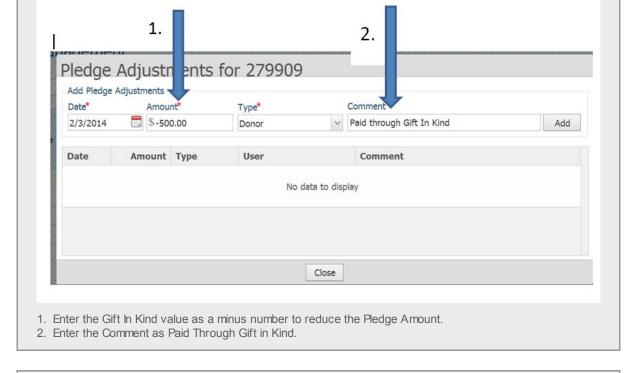
## 

Acknow ledge the gift with a thank you letter. A sample thank you letter is enclosed. It is best to reply immediately upon receipt of the gift in kind with a letter.



Suppose this Gift in Kind would reduce a CFSA Pledge. Be sure to Edit the Pledge.

1. Click on Adjustments on the Edit Pledge Record.





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