



## Donation Processing Policy

All donations received by Praying Pelican Missions (PPM) must be processed in accordance with our mission: **to build up, encourage, and assist the local Church.** As such, we only process donations directed to an official partner or for our general ministry. We do not process donations to individuals (with the exception of approved staff support), as this falls outside the scope of our charitable purpose.

If a donation is received for a group, individual, or purpose we are not actively partnering with or supporting, we will contact the donor to explain our policy and encourage them to redirect their support to our official PPM365 Church Sponsorship Program or another cause within PPM's ministry. Funds that cannot be redirected will be returned.

### DONATION PROCESSING

Your donation is a vital investment in our ministry. A service contribution is retained from your gift to cover the necessary administrative, oversight, and transfer costs, ensuring your funds are used effectively and responsibly on the ground.

**Ministry Fund Donations:** Gifts given to a specific location's Ministry Fund are typically unrestricted and utilized to supplement the ongoing expenses of PPM (such as staff training, pastor conferences, etc). These donations are processed with a flat 5% service contribution to cover credit card and basic processing fees.

**Donations for Official Partners:** A pass-through donation is designated for a specific partner (church or non-profit) we serve. The service contribution retained depends on the nature of our partnership:

- **For PPM365 Partners:** These are partners who receive year-round connection and care through our PPM365 Church Sponsorship program. Donations directed to them are processed with a 5% service contribution. This covers the transfer and processing fees, as the administrative costs are already covered by the PPM365 program.
- **For Active Partners:** These are official partners who are actively engaged with our ministry but are *not* a part of the PPM365 program. To aid in proper oversight and accounting for funds not managed through a regular sponsorship program, we retain 15% of the donation.
- **USA Partner Exemption:** All approved pass-through donations for official partners located within the United States are processed at a flat rate of 5%.

PPM is committed to processing donations with excellence, and we reserve the right to exercise discretion in all cases. We are honored to utilize our platform to leverage donations that support the ongoing work of building up, encouraging, and assisting the local Church through the ministry of PPM.