

**NAPA INSTITUTE**  
**GUESTS CODE OF CONDUCT**  
**(“Code of Conduct”)**

**PREFACE.** The Napa Institute (“The Napa Institute”, “Napa Institute”, or “Napa”) is a Catholic lifestyle lay apostolate serving lay and ordained Catholics focused on liturgy, faith formation, and fraternity. Napa Institute hosts experiences, conferences, seminars, and other events (together and individually “Events”) with the primary purpose of promoting the propagation of the Magisterium of the Roman Catholic Church.

The Napa Institute Summer Conference seeks to examine with a spirit of charity, fidelity to the Magisterium, and intellectual rigor the most critical issues facing Catholic leaders in the “Next America.” Napa strives to equip Catholics to defend and advance the faith in their spheres of influence—not just knowing what the Church teaches, but being able to meaningfully defend why the Church teaches what it does.

To properly equip Catholics to fulfill this mission, an authentic collaboration between leaders and apostolates in the Church is absolutely vital. Napa is strongest and most effective by leveraging and combining our unique, God-given talents. This spirit of collaboration is one of the most effective ways to drive change in our culture and in our Church.

Napa also recognizes that Apostolates are the future of evangelization in the United States. Yet many are yearning for funding or other resources in order to thrive. At the same time, Catholic philanthropists are seeking to support worthy causes which advance Christ’s mission of evangelization. One of Napa’s goals is to connect philanthropists with Apostolates to spur a broader cultural shift toward the truth and to be a catalyst to make a larger impact on the Body of Christ.

Therefore, the Napa Institute asks that executives, officers, employees, and members of Apostolates attending the Napa Institute Events to assist in equipping Catholics to defend and advance the faith in their spheres of influence by attending plenary sessions, engaging attendees in discourse about the subject matter of the presentations, before then directing conversation toward the work of their Apostolate.

In so doing, Apostolates will become a leaven for the Napa Institute Summer Conference, as intended, and will bring the hope and breath of refreshment to the more philanthropic attendee experience.

Napa Institute is a not-for-profit religious corporation qualified under Section 501(c)(3) of the Internal Revenue Code. Subject to this Code of Conduct, anyone is welcome to apply to attend any of the Events through registration and paying of applicable fees.

To ensure harmony and positive decorum at its Events Napa Institute has adopted this Code of Conduct applicable to all participants. This Code of Contact will be posted on Napa’s

website and it may be amended or modified from time to time at the discretion of the Napa Institute.

### **DECORUM.**

The Napa Institute retains the right to deny any application of an Attendee to attend a Napa Event and exercising this right is at the sole and absolute discretion of the Napa Institute.

This right shall include denying access and returning a refund, for any reason, or no reason. This includes if an attendee is deemed to not be aligned with Napa Institute's mission as determined by the sole discretion of the Napa Institute. This also includes the right to reject registration of any lay, ordained, or professed person who has been excommunicated or dismissed from the clerical state by sufficient church authorities.

At all times, attendees should dress appropriately and conduct themselves in a professional and respectable manner—particularly when addressing church leaders, lay or ordained, regardless of their opinion on that person's position about the church's teachings.

This shall include, but not be limited to, not taking part in any type of protest by signs, messaged clothing or otherwise or engaging in any other disruptive or other inappropriate behavior of any Apostolate during an Event.

Attendees are encouraged to notify any member of the Napa Institute staff of any inappropriate behavior which an Attendee may have exhibited during their participation in an Event.

## **LAY & ECCLESIAL APOSTOLATES (“APOSTOLATES”) ADDENDUM.**

The Napa Institute is committed to promoting the advancement of Catholic education, evangelization, and spiritual renewal. As part of our mission, Napa hosts Events where benefactors of Apostolates gather to discuss shared values and explore ways to advance mutual charitable initiatives.

The Napa Institute requests that all Apostolates who are sending the names of persons from their organization attending an Event (“Attendees”) by making a formal one-time application on a form provided by Napa Institute confirming contact and background information to be updated by the Apostolate upon material changes to the information contained therein.

Apostolates are free to visit with their benefactors and friends whom they knew prior to the Event for socialization and discussion about their particular ministry. Apostolates are discouraged from drawing benefactors, potential benefactors, or other attendees (“Participant” or “Participants”) away from plenary sessions, Masses, Eucharistic Processions, or other activities at an Event in order to allow Participants to enjoy the conference without being obligated to meet with Apostolates.

Napa Institute asks that all Apostolates refrain from requesting time, treasure, or talent from Participants at any Event who have not made any prior contribution to that organization.

Napa Institute will not provide contact information Participants without the consent of the Participant. If a Participant provides an Apostolate the Participant’s contact information and invites the Apostolate to contact the Participant, then that can be done after the Event.

This policy is intended to ensure that Napa Institute Events remain focused on its core mission and values, and to protect Participants from excessive solicitation and unwanted pressure to contribute financially or otherwise. Napa thanks all Apostolates and Participants for their continued commitment to the Napa Institute and Napa’s mission.