

## CHRIST LUTHERAN CHURCH

### GIFT ACCEPTANCE POLICY *(Continuing resolution approved by Council February 10, 2015)*

#### 1. General Statement

Christ Lutheran Church welcomes and encourages donations, bequests, and charitable gifts. The purpose of this policy is to provide a consistent process for managing the acceptance of such gifts.

#### 2. Administration

The Church Council will oversee the gift acceptance process for Christ Lutheran Church. Memorial gifts will be managed by the Church Council. Endowment gifts will be managed by the Endowment Committee.

#### 3. General Gift Acceptance Guidelines

3.1 All gift or bequest arrangements other than cash shall be reviewed for acceptance by the Church Council.

3.2 All designated gifts shall be reviewed for acceptance by the Church Council. Gifts designated for a campaign or project already approved by Church Council do not require additional review.

3.3 The Church Council reserves the right to decline to accept any gift, if in the judgment of the Church Council, acceptance of such gift would be detrimental to the mission of the church or the proper administration of the church's resources.

3.4 The Church Council may choose to retain a non-monetary gift without conversion if such gifts can be employed in the mission of Christ Lutheran Church. The Church Council makes this determination. If the gift is intended for the Endowment Fund, the Council shall make their determination in consultation with the Endowment Committee.

3.5 The Church Council retains discretionary authority to donate a portion of any bequest to the Endowment Fund. This should always be done in consultation with the donor's surviving family.

#### 4. Management of Non-Monetary Gifts

4.1 The general policy will be to sell or otherwise convert to cash any non-monetary gift, including any publicly traded securities (stocks, bonds, mutual funds).

4.2 The Church Council or Endowment Committee may rely upon the advice of professional advisors in determining the manner, timing and procedures to be followed in disposing of any non-monetary gifts. If an appraisal of real or other property is required, the donor will be responsible for the expense.

4.3 The Church Council or Endowment Committee will notify any donor of non-monetary property of their intended action with respect to any non-monetary gift (i.e., rejection, retention, sale or other disposition).

## 5. Donor Designated Gifts

5.1 Undesignated gifts provide Christ Lutheran Church with the greatest flexibility in meeting the needs of the congregation and its ministries. Where possible and appropriate, donors should be encouraged to make undesignated gifts.

5.2 Christ Lutheran Church may solicit gifts in connection with particular projects or ministries. Such gifts are designated and set aside to be used for the named project or ministry.

5.3 At times, donors may wish to designate the purposes for which a gift may be used. Although Christ Lutheran Church would like to accept all gifts as offered, it is not always practical or desirable for the church to accommodate donor gift designations. For example, a gift that requires the church to allocate additional resources to complete the project may not be appropriate. A congregational representative working with a potential donor should be prepared to provide a list of current needs for the church and its ministries.

5.4 The Council and Endowment Committees have a duty periodically to review all outstanding designated funds under their management for current appropriateness and to make a judgement as to whether it would be beneficial to Christ Lutheran Church to make the funds undesignated or differently designated. Proposals for changes to Endowment fund designations shall be forwarded to the Church Council. In cases where the Church Council deems it appropriate to make changes to memorial or endowment designations, the Church Council shall appoint a representative to request such a change by the donor or donor's surviving family.