

GIFT ACCEPTANCE POLICY



The governing board of The Church/ Ministry, staff, and regional facilitators invite current and deferred financial support from individuals, corporations, foundations and other private entities to fuel operations and fulfill our stated purpose. This policy defines the practices governing the acceptance of gifts by Church/ Ministry and provides guidance to prospective givers when making gifts to Church/ Ministry, so as to facilitate the gift-giving process.

The interests of prospective givers shall be a primary consideration with respect to any gift to Church/ Ministry. Pressure techniques are not acceptable, and no program, agreement, trust, or contract shall be presented which would benefit Church/ Ministry at the expense of the givers' best interests and charitable motivations.

Church/ Ministry encourages financial partnership and will accept unrestricted gifts as well as restricted gifts for specific programs and purposes provided that such restricted gifts are consistent with the stated mission and purpose of Church/ Ministry and do not violate the terms of its corporate charter or this policy.

Gift Acceptance Committee

It is recognized that certain gifts, including but not limited to those involving unusual funding arrangements, should not be routinely processed, but should be reviewed by the Gift Acceptance Committee, which receives its authority from the governing board of Church/ Ministry, as described within this policy statement. All final decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the Gift Acceptance Committee.

The Gift Acceptance Committee shall consist of four members: (1) Treasurer of the Board; (2) President / CEO; (3) VP of Partnership & Communications; and, (4) CFO & Strategy Catalyst.

The Gift Acceptance Committee shall meet as needed (in person or via electronic means) with all members present. The types of gifts which will be referred to the Gift Acceptance Committee include, but are not limited to, the following:

- Gifts requiring unusual funding arrangements, or other commitments.
- Gifts of intangible or unusual personal property.
- Gifts of partnership interests and other non-traditional investments.

- Gifts of real estate as defined further in this policy statement.
- Gifts with special restrictions that may be difficult or costly to administer.
- Any gifts that are made anonymously, of unknown origin, or that appear as exceptions to existing guidelines or which fall outside the definition of acceptable gifts as defined by this policy statement.

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Types of Acceptable Gifts

The following types of gifts are acceptable:

- Cash
- Tangible personal property
- Securities
- Real estate

The following criteria govern the acceptance of the gift types listed above.

Cash—Cash is acceptable in the form of currency, money orders, checks or electronic transfer (either through a wire transfer to Church/ Ministry’s bank account or by a verified credit card transaction). The postmark date is the gift date for gifts of cash mailed to Church/ Ministry. Checks should be made payable to “Church/ Ministry.”

Tangible personal property—Tangible personal property is property (physical movable property) other than real property (immovable property), which is often defined as property that can be touched. Gifts of vessels or boats are to be directed to Church/ Ministry. Only the Gift Acceptance Committee can approve an agreement to hold property for a specified period of time. Appraisals, at the giver’s expense, are required for all gifts for which the giver estimates the fair market value to be L.E. or more. Extraordinary gifts of tangible personal property will be referred to the Gift Acceptance Committee, which will consider the following factors in reviewing such gifts for acceptance:

- Does the property further the mission and purposes of Church/ Ministry?
- Is the property marketable, encumbered by debt or can it be used by Church/ Ministry in furtherance of its stated purpose and mission?
- Are there any restrictions on the use, display or sale of the property?
- Are there any carrying costs, possible adverse legal consequences, or potential liabilities associated with ownership of the property?

Securities— Church/ Ministry accepts both publicly-traded securities and closely-held securities under the conditions described below:

- *Publicly-traded securities*—These securities are securities regularly traded on a public stock exchange. It is preferred that givers notify any member of the Gift Acceptance Committee and then electronically transfer marketable securities directly to one of Church/ Ministry's accounts. Transfers made directly to the Church/ Ministry account can be liquidated almost immediately and with little additional paperwork required from givers.

Real estate—Gifts of real estate (immovable property) include developed property and undeveloped property, as well as gifts subject to a prior life interest or agreement. Real estate gifts are to be directed to Church/ Ministry. Prior to acceptance of real estate. Legal counsel shall issue a written opinion regarding acceptance of the proposed real estate donation for final review and an acceptance decision by the Gift Acceptance Committee. Factors to be considered in acceptance of the property shall include: usefulness of the property for the purposes of Church/ Ministry; marketability of the property, relative to its condition; any restrictions, reservations, easements, or other limitations associated with the property; carrying costs, such as insurance, property taxes.

Other property—Property not otherwise described above, whether real or personal, of any type (including copyrights, trademarks, royalties, servitudes, easements or other incorporeal rights) may be accepted only after review and approval by the Gift Acceptance Committee.