

The Endowment Fund of Christ the Lord Evangelical Lutheran Church (“Endowment Fund”) has been established by the congregation in order to receive gifts and bequests and to use them for further growth in mission and ministry.

PURPOSE OF THE GIFT ACCEPTANCE POLICY

CTL encourages donors to make deferred gifts and, if desired by the donor, outright current gifts to the Endowment Fund. The Endowment Fund will accept gifts in a variety of forms. This Gift Acceptance Policy is designed to facilitate the acceptance of gifts to the Endowment Fund. It is the goal of this Policy to help the Endowment Fund Committee safeguard the fiscal and legal integrity of the Endowment Fund. The Policy and its guidelines are in place to avoid a case-by-case approach to gift acceptance that could lead to inconsistency or poor judgment. While the Policy provides standard guidelines, each potential gift shall be fully and separately evaluated under the Policy. The Policy also provides a resource for donors and their advisors. It is designed to help ensure consistent and equitable relations with all donors.

CONFLICTS OF INTEREST

All prospective donors are and shall be strongly encouraged to seek the assistance of personal legal and financial advisors of the donor’s choice in matters relating to their gifts and resulting in tax and estate planning consequences.

No member of the Endowment Fund Committee shall engage in any self-dealing or transactions with or for the Endowment Fund in which the member has direct or indirect financial interest and shall at all times refrain from any conduct in which their personal interests would conflict with the interest of the Endowment Fund.

GIFT ACCEPTANCE

Review of Gifts

Responsibility of the Endowment Fund Committee

The Endowment Fund Committee, as established under the Endowment Fund Governing Principles, is responsible for determining the acceptability of each gift. The Committee shall utilize the Policy in determining the acceptability of gifts and maintain discipline in gift acceptance and administration. The Endowment Fund Committee and ultimately the Church Council reserves the right to accept or decline any gift.

Criteria for Evaluating Gifts

The Endowment Fund Committee recognizes the diversity of potential donors and their gifts. While all gifts are appreciated, not all can be accepted. The following criteria will be used to evaluate the acceptability of any gift:

For Cash Gifts:

- Is the gift consistent with the mission of the Church?
- Are there any undue restrictions on the gift?
- Is there any potential conflict of interest or even the potential for an appearance of a conflict of interest?

For Non-Cash Gifts:

- Is the gift consistent with the mission of the Church?
- Are there any undue restrictions on the gift?
- Is there any potential conflict of interest or even the potential for an appearance of a conflict of interest?
- Is the gift marketable?
- Are there any restrictions that would prevent CTL from readily converting the gift to cash?
- Are there any current or potential costs, obligations, or liabilities associated with the gift?
- Is the gift useful for the purposes of the CTL?

Examples of Gifts That Will Almost Always Be Accepted:

Gifts of cash or publicly traded securities will almost always be acceptable.

Examples of Gifts That May Likely Not Be Accepted:

Gifts of operating businesses, partial interests in property, gifts encumbered by debt, gifts of property which may have title or environmental problems, or gifts of property which may not be marketable within a reasonable amount of time considering the expense of owning the property, may not be acceptable.

Examples of Gifts That Will Not Be Accepted:

Gifts that would expose CTL to legal liability; gifts that would result in a loss of CTL's reputation, time or money; gifts that are financially unsound; gifts that contain unreasonable conditions or restrictions; gifts that would jeopardize the mission of CTL or its tax-exempt status; and gifts that are not in CTL's best interest, will not be accepted.

Process for Review of Gifts

If the Endowment Fund Committee determines that a potential gift, which a potential donor desires to give to the Endowment Fund, is not acceptable, it will immediately explain the reasons to the donor with any suggestions or alternatives for making the gift/asset acceptable. If the donor requests, the Endowment Fund Committee shall forward a summary of the gift, and its concerns, to the Church Council for review.

Consultation with Legal Counsel

The Endowment Fund Committee shall seek the advice of legal counsel in matters related to the acceptance of gifts where appropriate. It is recommended that the Endowment Fund Committee retain legal counsel when reviewing:

- Gifts of closely held stock;
- Documents naming CTL, its officers, or pastor(s) as Trustee;
- Gifts involving transactions governed by contracts or legal documents;
- Transactions involving potential conflicts of interest;
- Any other gift where the Endowment Fund Committee feels that the advice of legal counsel is appropriate.

Unrestricted and Restricted Funds

A donor may make either an unrestricted or a restricted gift.

There is no minimum amount required to make an unrestricted gift or to make a gift to an existing CTL Restricted Fund.

An individual may desire to specify a new Congregational Restricted Fund. The Endowment Fund Committee in conjunction with the Church Council shall review any request by the potential donor to establish such a new fund. The Committee shall require a minimum of \$10,000.00 to establish such a new fund.

Upon making a gift to the Endowment Fund, whether unrestricted or restricted, a donor gives up all right, title and interest in the assets contributed. The assets contributed shall become the property of the Endowment Fund of CTL. The Endowment Fund Committee and CTL's Church Council shall possess full control of all assets contributed.

LIQUIDATION OF NON-CASH GIFTS

The Endowment Fund Committee is not in the financial position to bear undue investment risk or hold speculative positions in stocks, bonds or marketable securities. Gifts of publicly-traded securities will be sold as soon as practicable. Most other non-cash gifts will also be liquidated as soon as practicable, but the Endowment Fund Committee may, at its discretion, not immediately liquidate some non-cash gifts such as real estate in order to provide for the needs of CTL.

REVIEW AND ACCEPTANCE OF GIFT ACCEPTANCE POLICY

This Policy has been written in conjunction with the establishment of CTL's Endowment Fund. It has been reviewed and accepted by the Endowment Fund Committee. This Policy shall be reviewed by the Endowment Fund Committee at least every other year to ensure its continued accuracy and relevancy. Any changes to the Policy require further approval of the Church Council.