

Guidelines For The Good Shepherd Lutheran Church Endowment



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this grace of giving.”* 2 Corinthians 8:7

GOOD SHEPHERD LUTHERAN CHURCH ENDOWMENT

“But just as you excel in everything – see that you also excel in this grace of giving.”

- 2 Corinthians 8:7

I. NAME AND GENERAL PURPOSE

- A.** This congregation shall have an endowment fund(s) that will be called the Good Shepherd Lutheran Church Endowment (“Endowment”). It shall be an asset of this congregation.
- B.** The Endowment’s purpose shall be to receive gifts and bequests and to use them for the mission and ministry of Good Shepherd Lutheran Church and the Lutheran Church – Missouri Synod, its districts, seminaries, colleges, institutions, or agencies.

II. ENDOWMENT GOVERNING BOARD AND DUTIES

- A.** The Leadership Council shall promote and manage the Endowment through the Good Shepherd Lutheran Church Endowment Committee (“Endowment Committee” or “Committee”). The Endowment Committee shall consist of the following members:
 - 1. The Treasurer of the Congregation, permanent member.
 - 2. A member of the Stewardship Committee.
 - 3. Three members at large from the congregation who are not on the Leadership Council, and who are appointed for alternating 3 year terms by the Leadership Council.
- B.** The Endowment Committee shall meet quarterly in March, June, September and December, prior to the regularly scheduled Leadership Council meeting and Voters’ Assembly to receive and administer gifts to the Endowment, make plans for Endowment distributions, and make plans to promote the Endowment.
- C.** The Committee shall organize itself with a Chairperson (other than the Congregational Treasurer) and a Secretary.
- D.** The Chairperson shall preside at all meetings of the Committee.
- E.** The Treasurer of the congregation will maintain complete and accurate books of accounts in the Endowment. The Endowment records shall be audited annually at the same time as the records of the congregation are audited, in time so that such audit report will be on file at the time of the Annual Voters’ Assembly.
- F.** The Secretary shall maintain complete and accurate minutes of all the meetings of the Committee and supply a copy thereof to each member after each meeting.

- G.** The Treasurer of the Congregation shall be responsible for receipts by and disbursements from the Endowment, and shall maintain complete and accurate books of account, and shall provide, at least quarterly, a written financial report of the Endowment to the Leadership Council and annually to the Voters Assembly.
- H.** The Committee shall make recommendations to the Leadership Council for Endowment distributions. The Leadership Council shall make final decisions on Endowment distributions by means of a simple majority.
- I.** The Leadership Council shall maintain accounts for investment of endowment funds with any of the following financial institutions as it, by a majority vote, may determine and authorize:
 - 1. Local Banks and Savings and Loans.
 - 2. LCMS Foundation, St. Louis, Missouri.
 - 3. Lutheran Church Extension Fund Nebraska Program, St. Louis, Missouri.
 - 4. Any other parties the Leadership Council determines are necessary to accommodate the investments permitted under Section VI. A.
- J.** The Leadership Council shall determine the distribution of the funds between the accounts identified in Paragraph I above, including a recommendation that all or part of the assets of the Endowment be delivered to The Lutheran Church – Missouri Synod Foundation for investment management.
- K.** No member of the Leadership Council or Endowment Committee shall engage in any self-dealing or transactions with the Endowment 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.
- L.** Means for acknowledging the receipt of each gift and contribution shall be established and maintained, including whenever feasible, a designation of the value ascribed to each gift and which fund category the gift has been assigned.
- M.** All funds and property shall be kept and maintained separate, distinct and independent from the funds and property otherwise belonging to Good Shepherd Lutheran Church. The Congregation shall not be allowed to borrow against the Endowment or use the Endowment as collateral for a loan. However, the Leadership Council shall in no event be required to make physical segregation of the assets of the Endowment in order to conform to the directions of any donors but may establish separate accounts in its accounting records.
- N.** The Leadership Council is to inform the members of the Congregation of the purpose of the Endowment, and may periodically arrange for members of the Congregation to meet with the District Gift Planning Counselor and other professional counselors in the area of charitable giving, wills, bequests, insurance, etc.

III. DURATION

- A. The Good Shepherd Lutheran Church Endowment shall continue in existence and be used as herein above provided, so long as Good Shepherd Lutheran Church shall continue to exist. If Good Shepherd Lutheran Church should cease to exist, then the assets constituting the Endowment when Good Shepherd Lutheran Church ceases to exist shall, subject to the limitations set forth below, be distributed to a successor as follows: 1) become the property of the Nebraska District, Lutheran Church – Missouri Synod or its successor; or 2) if no successor district exists, then the Endowment shall become property of the Lutheran Church – Missouri Synod Foundation. If the Endowment is transferred pursuant to either provision of number 1 or 2 of the preceding sentence, to the extent possible, the Endowment shall be placed in an endowment fund of the successor and managed as an endowment fund by the successor. The successor's receipt of the Endowment will be subject to the requirement that any and all properties held by the Endowment upon special conditions, restrictions or limitations shall continue to be subject to the conditions, restrictions or limitations upon which such properties are held except when the special conditions, restrictions or limitations are no longer possible.

IV. USE OF THE ENDOWMENT AND TYPES OF GIFTS ACCEPTED

- A. Gifts and contributions from any individual, firm or corporation, in money, in securities, or in any other form of property, including, by way of explanation and not in limitation, direct gifts for the purpose of the Endowment, gifts in memory of any deceased person or in appreciation or recognition of any living person, gifts in the form of a bequest under will or trust instrument, and gifts or proceeds or portions of proceeds of insurance, annuity, or endowment policies or contracts, pay-on-death provision of bank certificates of deposit or church extension notes, may be received by the Endowment in accordance with gift acceptance policies.
- B. The Endowment will consist of four funds:
1. The **Mission Outreach Fund** shall focus on:
 - a. Service outreach opportunities in our community.
 - b. Mission and evangelism initiatives in our District, Synod and global endeavors.
 - c. Mission outreach among ethnic groups.
 - d. Mission trips, servant events, etc. with preference given to those which are done in accord with the LCMS District, Synodical and Global missions.
 2. The **Education/Discipleship Equipping Fund** shall focus on:
 - a. Tuition assistance for GSLC's youth attending a Lutheran High School.
 - b. Tuition and other support for GSLC's members attending Synodical Colleges, Universities and Seminaries, with preference to those preparing for church ministry vocations.
 - c. Tuition assistance for children attending Wee Lambs Preschool.
 - d. Congregation's staff (called, contracted or hired) for enhancement and enrichment of skills.

3. The **Human Care/Benevolence Fund** shall focus on:
 - a. Mercy Ministries for those in peril and disaster.
 - b. Benevolence for those facing economic or personal hardship.
 - c. Vocational support to help people in career repositioning.

4. The **Capital Fund** shall focus on:
 - a. Building of new facilities or facilities expansion.
 - b. Remodeling and renovating existing property.
 - c. Obtaining new capital equipment.
 - d. Deferred maintenance for non-reoccurring capital expenses.
 - e. Purchasing such items necessary for enabling or improving a unique ministry of the church.

 - f. Although assets may be invested in a common account, each Fund shall be accounted for separately.

C. Each Fund shall have its own assets although assets may be comingled for investment purposes. Unrestricted gifts to the Endowment shall be allocated to the Endowment's funds in the following percentages:

1. 16.6% Mission Outreach Fund.
2. 16.7% Education/Discipleship Equipping Fund.
3. 16.7% Human Care/Benevolence Fund.
4. 50% Capital Fund.
5. The Endowment Committee may recommend an allocation different than that listed above. Any allocation different than that listed above must be approved by a two-thirds (2/3) majority of the Leadership Council.

D. For the **Mission Outreach Fund**, the **Education/Discipleship Equipping Fund** and the **Human Care/Benevolence Fund**, the Committee shall annually determine what funds are available for expenditure on the ordinary basis of four percent (4%) of the three-year rolling average of the market value of each Fund at the end of the congregation's fiscal year. In determining the market value of the Fund, real property not yet converted to other assets will not be counted, nor will exempt assets that have been assigned by the donor but not yet converted to cash. The Committee may recommend to the Leadership Council that less than four percent (4%) or as much as 10 percent (10%) be expended. Any distribution above four percent (4%) but less than seven percent (7%) shall require two-thirds (2/3) majority of the voting members present, voting at a duly called and constituted meeting of the Leadership Council. Any distribution seven percent (7%) through ten percent (10%) shall require two-thirds (2/3) majority of the voting members present, voting at a duly called and constituted meeting of the Voters Assembly. In the rare occasion that a percentage greater than ten percent (10%) must be recommended, approval shall require two-thirds (2/3) majority of the voting members present, voting at a duly called and constituted meeting of the Voters Assembly. If two-thirds (2/3) of the Voters Assembly votes in favor of a distribution greater than ten percent (10%), a second meeting, no less than 30 days following the initial meeting, shall be held. If two-thirds (2/3) of voters again vote in favor of the increased percentage distribution, that

distribution shall be allocated. Before making the annual determination of the amount of funds available for expenditure, the Committee shall deduct all costs that have been incurred by the operations of the Endowment, such as for promotions or management fees.

- E.** For the **Capital Fund**, both principal and earnings are available for distribution. Distributions should be offered as a match for projects and not as the sole funding source with no greater than a 100% (\$1 for \$1) match and a recommended 50% (\$1 for \$2 raised) or 33% (\$1 for \$3 raised) match.
- F.** At least annually, the Leadership Council shall report to the Voters' Assembly regarding the distribution of the income and/or principal of the Endowment.
- G.** Gifts and bequests may be received by the Endowment with special terms or conditions or containing limitations or directions as to the investment or use of the gift, or the use of accumulation of income. Acceptance of these gifts will be subject to the Gift Acceptance Policy of the Endowment.
- H.** Gifts and contributions may be placed in a separate named fund with special terms or conditions or containing limitations or directions as to the investment or the intended purpose and use of such funds ("Named Fund"), or the use or accumulation of the income, provided that such are acceptable to Good Shepherd Lutheran Church. In order to establish a named fund, there must be a minimum gift or contribution of \$25,000 made subject to a named fund agreement ("Named Fund Agreement"), at which time the named fund will be invested according to the Endowment criteria. A named fund agreement shall be prepared in duplicate and signed by the donor or donors and the President of the Congregation (See Addendum I). Separate identification and recording shall be made of all transactions with respect to any such special or restricted gift or gifts.

V. FISCAL YEAR

- A.** For tax, accounting, distribution or other purposes, the fiscal year of Good Shepherd Lutheran Church shall be the fiscal year of the Endowment.
- B.** Within two (2) months after the close of each of the Endowment's fiscal years, and at such other time(s) as are deemed necessary, an itemized written statement should be prepared. It must accurately reflect the position of the Endowment's income and corpus accounts as of a date reasonably close to the date the statement should be submitted, and should indicate the receipts, disbursements and changes therein since the Endowment's inception or the previous accounting, as the case may be. The statement should then be submitted to the Voters' Assembly.

VI. POWERS

- A. The Leadership Council shall have the following powers and authority and may transfer all or part of such authority to an Endowment manager.
1. The property constituting the corpus of the Endowment shall be invested and reinvested in any kind of property (whether real or personal, tangible or intangible, and/or domestic or foreign), including, but not limited to, securities, real estate, oil, gas, and other natural resources and/or accounts or certificates of banks or other lending institutions, and each investment shall be managed and protected in accordance with the principles herein established. In exercising the authority granted in this Section, the decisions with respect to investment shall be guided by the concept of a prudent investor whose investment purpose includes both income and capital appreciation and shall not otherwise be restricted by any law, rule or custom (i) requiring safety of corpus as a primary consideration, (ii) regarding investment in income producing property, or (iii) requiring diversification of investments. In amplification, but not limitation, of the foregoing authority is granted:
 - a. to acquire interests in property by purchase, lease, rental or other method; to sell, option, exchange, redeem or convert any property interests; and to rent or lease property of the Endowment;
 - b. to exercise all rights and privileges accruing to a holder of securities, including, without limitation, all conversion, subscription, and preemptive rights; to deposit any securities with, delegate discretionary power to, and participate, cooperate and contract with, as a member or otherwise, any protective committee of security holders; and to effectuate any merger, consolidation, dissolution, reorganization or financial adjustment of the issuer of any securities and/or any transfer, demise, or encumbrance of any of its properties;
 - c. to manage and/or develop any real property owned, leased or otherwise held by the Endowment; to erect, repair, remodel, reconstruct, demolish, or remove buildings or other improvements on it; to partition or subdivide it; to dedicate all or any part of it to public or semi-public use, and to grant easement or other charges with respect to it;
 - d. to abandon any property interest deemed worthless or of insignificant value;
 - e. to borrow money from any source, to encumber property of the Endowment and to repay any loan due by the Endowment;
 - f. to foreclose any mortgage, lien, or other encumbrance, and to purchase the encumbered property, whether through foreclosure or private arrangement;
 - g. to maintain a portion or all of the property constituting the Endowment in liquid or nearly liquid form, even though little or no income is earned thereon; and

- h. to use income or corpus funds (irrespective of their derivation) for any purpose of the Endowment and with respect to any property of the Endowment (irrespective of the income, if any, it produces), even if such funds are derived from the sale of or income from, other property of the Endowment or from a loan (from income or an outside source) using such other property as security.
 - 2. Without limiting the authority otherwise conferred, the additional authority is hereby granted to be exercised as is believed to be in the best interest of the Endowment:
 - a. to accept and receive any inter vivos, testamentary or other transfer of property to the Endowment;
 - b. to hold property and to negotiate and execute documents on behalf of the Endowment, in the name of the Endowment or in the name of a nominee(s) without disclosing any fiduciary relationship to anyone;
 - c. to allocate between income and corpus (in cases where reasonable doubt of the applicable law exists) in equitable proportions, and money or other property received, and any loss or expenditure incurred;
 - d. to vote or refrain from voting securities having voting privileges, and to give any type of proxy (with or without voting directions) to vote the same;
 - e. to make division and distribution of property held in the Endowment (whenever directed to do so) either in kind or in cash, or partly in kind and partly in cash, and for such purposes, to set values upon any kind of property of the Endowment;
 - f. to protect the Endowment and its property by insurance against damage, loss or liability;
 - g. to establish checking account(s) in which may be deposited income and/or corpus cash; and
 - h. to employ, at the expense of the Endowment, attorneys, investment counsel, brokers, custodians of assets, and other agents and employees.

VII. AMENDMENTS

- A. Any amendment to this Bylaw that will change, alter or amend the general purpose for which the Endowment is established shall be adopted only if approved by a two-thirds (2/3) majority of the voting members present at a duly called and constituted meeting of the Voters' Assembly.

VIII. APPROVAL

- A. The Guidelines for The Good Shepherd Lutheran Church Endowment was approved by a two-thirds (2/3) majority vote of the Voters' Assembly on **September 29, 2019**.

ADDENDUM I
Named Fund Agreement
To
Good Shepherd Lutheran Church Endowment

In thanksgiving to God for the gift of life, and for the providential blessings which have sustained me/us; and in thanksgiving to God for His grace in giving me/us His Son, Jesus Christ, to die and pay the penalty for my/our sins; and in thanksgiving to God for the gifts of nurture and love through the church where I/we have shared faith and fellowship,

I/We, the undersigned, subject to the special terms and conditions herein set forth, establish the _____ Fund (hereinafter referred to as the "Fund").

The Fund is intended as an expression of my/our thanksgiving and stewardship with the prayer that the Lord's work will be strengthened and extended throughout the world.

THIS AGREEMENT is made by and between _____ of _____, Nebraska (hereinafter referred to as the "Donor(s)) and Good Shepherd Lutheran Church.

1. This Fund is established as a separate fund of the Good Shepherd Lutheran Church Endowment on the _____ day of _____, _____. It is agreed that the Donor(s) or any other person or persons may, at any time hereafter, during life, by Will or by other means, transfer money or property to Good Shepherd Lutheran Church to be added to the Fund and thereafter dealt with in all respects as part thereof.

2. Asset distribution:

___ Principal and earnings can be distributed.

___ Principal shall be retained and earnings shall be distributed according to Good Shepherd Lutheran Church Endowment Bylaws Article IV Section D.

___ Assets are to be distributed as follows: _____

3. The distributions from the Fund are to be used for:

This Fund is dedicated to the Glory of the Triune God, Father, Son, and Holy Spirit. Amen

Good Shepherd Lutheran Church Endowment Gift Acceptance Policy

I. POLICY AND PURPOSE

- A. This policy governs the solicitation and acceptance of gifts by the Good Shepherd Lutheran Church Endowment. The purposes of this policy are (a) to provide guidance for the Leadership Council, Endowment Committee, staff, and other appropriate constituencies with respect to their responsibilities concerning gifts to the Endowment, and (b) to provide guidance to prospective donors and their professional advisors when making gifts to the Endowment. The provisions of this policy shall apply to all gifts received by the Endowment.

II. ABBREVIATIONS/DEFINITIONS

- A. The following abbreviations/definitions are used herein:
 - 1. **GSLC** – Good Shepherd Lutheran Church
 - 2. **The Endowment** – Good Shepherd Lutheran Church Endowment
 - 3. **EC** – Good Shepherd Lutheran Church Endowment Committee
 - 4. **LC** – Good Shepherd Lutheran Church Leadership Council

III. AUTHORITY AND GENERAL POLICY

- A. The LC may designate any individuals who are authorized to solicit and/or accept gifts on behalf of the Endowment.
- B. The EC shall function as a gift review committee responsible for recommending to the LC whether or not to accept proposed gifts. Any cash gifts designated for purposes other than the established accounts within the Endowment (Mission Outreach Fund, Education/Discipleship Equipping Fund, Human Care/Benevolence Fund and Capital Fund), and all non-cash gifts for any purpose must be reviewed by the EC and subsequently approved by the LC, unless the LC authorizes certain de minimis gifts or categories of gifts to be accepted without review.
- C. The EC may consider each gift according to its intended use, restrictions, liabilities, and financial impact on the Endowment or GSLC, now and in the future. Only gifts, bequests, devises, endowments, trusts, and similar funds that are designated for the use of GSLC consistent with the stated goals and mission of GSLC will be considered for acceptance by the LC.
- D. All final decisions on the acceptance or refusal of a gift shall be made by the LC. GSLC will not accept gifts that:
 - 1. Violate the terms of its organizational documents;
 - 2. Would jeopardize its status as an exempt organization under federal or state law;
 - 3. Are too difficult or expensive to administer;
 - 4. Are for purposes that do not further its mission or objectives; or
 - 5. Could damage its reputation.

IV. USE OF LEGAL COUNSEL

- A. **GSLC** – At its discretion, and subject to the LC approval, the EC may seek the advice of legal counsel in the following matters relating to gift acceptance:
1. Closely held stock transfers subject to restrictions or buy-sell agreements;
 2. Documents naming GSLC as trustee;
 3. Gifts involving contracts such as bargain sales, partnership agreements, or other documents requiring GSLC to assume an obligation;
 4. Transactions with a potential conflict of interest;
 5. Gifts of real estate;
 6. Pledge agreements;
 7. Any gift with restrictions.
 8. Any other circumstance deemed appropriate by the LC.
- B. **Donors** – Prospective donors shall be encouraged to seek the assistance of their own legal and financial advisors in matters relating to their gifts and the resulting tax and estate planning consequences.

V. SPECIFIC TYPES OF GIFTS

A. Cash

1. GSLC will accept gifts of cash (US currency only) to established Fund accounts without prior review by the EC or LC. Checks shall be made payable to Good Shepherd Lutheran Church.

B. Tangible Personal Property

1. The LC shall review and decide whether to accept gifts of tangible personal property by considering the following factors:
 - a. Whether the property furthers the mission of GSLC (“related use”);
 - b. The marketability of the property;
 - c. The restrictions on the use, display, or sale of the property; and
 - d. Carrying costs and potential liability exposure to GSLC as owner of the property.
2. With all gifts of tangible personal property, GSLC shall follow all applicable federal and state laws regarding appraisal, valuation, and reporting of the sale/disposition of items.

C. Marketable Securities

1. Marketable securities may be transferred to an account maintained by GSLC at a brokerage firm or delivered physically with the transferor’s signature or stock power attached. All marketable securities shall be sold as soon as practical following receipt.
2. If the marketable securities are restricted by applicable securities laws, the LC shall make the final determination on the acceptance of the restricted securities.

D. Closely-Held Securities

1. Closely-held securities, including debt and equity positions in non-publicly traded companies, interests in LLPs and LLCs, or other ownership forms, can be accepted subject to review and approval by the LC. The LC shall determine whether to accept closely held securities based on the following factors:
 - a. Restrictions on the security that would prevent GSLC from ultimately converting the securities to cash;
 - b. The marketability of the securities; and
 - c. Any potential liability, undesirable consequences or reputation risk for GSLC from accepting the securities.
2. If potential problems arise on initial review of the security, further review and recommendation by an outside professional, including legal counsel where necessary, may be sought before making a final decision on gift acceptance.
3. All closely-held securities shall normally be sold as soon as practical following receipt, but the LC reserves the right, upon a recommendation by the EC, to determine in appropriate circumstances that the securities may be held for a period of time rather than sold.

E. Bequests

1. Donors may make bequests to GSLC under their wills and trusts.
2. A bequest will not be recorded as a gift until the gift is irrevocable. When the gift is irrevocable, but is not due until a future date, the gift will be recorded in accordance with Generally Accepted Accounting Principles (GAAP).

F. Charitable Remainder Trusts and Charitable Lead Trusts

1. GSLC may accept designations as remainder beneficiary of a charitable remainder trust or as income beneficiary of a charitable lead trust.
2. GSLC shall not accept appointment as trustee of a charitable remainder or lead trust.

G. Retirement Plan Beneficiary Designations

1. GSLC may accept designations as beneficiary of donors' retirement plans.
2. Designations will not be recorded as gifts until the gift is irrevocable. When the gift is irrevocable, it will be recorded in accordance with GAAP.

H. Life Insurance

1. GSLC may accept designations as beneficiary and owner of a paid up life insurance policy (GSLC is not staffed to be able to manage non-paid-up policies).
2. The life insurance policy will be recorded as a gift once GSLC is named as both beneficiary and irrevocable owner, at which point it shall be valued in accordance with GAAP rules. (The same recording and valuing procedure will also be followed in cases where donors name GSLC as a beneficiary or contingent beneficiary.)

I. Charitable Gift Annuities

1. GSLC may agree to use the LCMS Foundation to facilitate charitable gift annuities (CGA) or may offer CGA's through a third party.
2. The minimum gift for funding is \$5,000. Where a deferred CGA is offered, no more than 2 life income beneficiaries will be permitted for any giftannuity.
3. GSLC will not accept real estate, tangible personal property, or any other illiquid assets in exchange for current CGAs.

J. Real Estate

1. Gifts of real estate may include developed property, undeveloped property, or gifts subject to a prior life interest.
2. Prior to acceptance of real estate, GSLC shall require an initial environmental review of the property to ensure that it has no environmental problems. If the initial inspection reveals a potential problem, GSLC shall retain a qualified inspection firm to conduct an environmental audit at the donor's expense.
3. A title binder shall be obtained prior to the acceptance of the real propertygift when appropriate, at the donor's expense.
4. The LC, with the advice of legal counsel, shall review and decide whether to accept real property based on the following factors:
 - a. Whether the property is useful for the purposes of GSLC;
 - b. The marketability of the property;
 - c. Any encumbrances, leases, restrictions, reservations, easements, or other limitations associated with the property;
 - d. Any carrying costs associated with the property, including insurance, property taxes, mortgages, or other costs;
 - e. Any concerns revealed by the environmental audit.

K. Remainder Interest In Property

1. GSLC may accept a remainder interest in a personal residence, farm, or vacation property, subject to approval by the LC, with the advice of legal counsel, and based on the same factors as indicated in the above section on real estate.
2. The donor or other occupants may continue to occupy the real property for the duration of the stated life. At the death of the life tenant(s), GSLC may use the property or reduce it to cash. Expenses for maintenance, real estate taxes, and any property indebtedness shall be paid by the donor or primary beneficiary.

VI. ADDITIONAL PROVISIONS

- A. **Restricted Gifts** – A gift with restrictions will be accepted only if and when the restrictions are approved by the LC.
- B. **Gift Agreements** – Where appropriate, GSLC shall enter into a written gift agreement with a donor, specifying the terms of any restricted gift, which may include provisions regarding donor recognition.

- C. **Pledge Agreements** – Acceptance by GSLC of pledges by donors of future support (including by way of matching gift commitments) shall be contingent upon the execution and fulfillment of a written charitable pledge agreement specifying the terms of the pledge, which may include provisions regarding donor recognition.
- D. **Named Funds** – Subject to the terms of the Endowment a donor or group of donors may contribute and name a fund and restrict the use of the income or principal of the fund. Named funds require a minimum contribution of \$25,000 and are subject to LC approval like any other restricted gift.
- E. **Fees** – GSLC may not accept a gift unless the donor is responsible, where applicable, for the fees incurred by the donor in connection with the gift; including independent legal counsel, appraisal fees; environmental audits and title binders; and all other third- party fees associated with the transfer of the gift to GSLC.
- F. **Valuation of Gifts** – GSLC shall record gifts received at their valuation on the date of gift, except that when a gift is irrevocable but is not due until a future date, the gift may be recorded at the time the gift becomes irrevocable in accordance with GAAP. GSLC shall make valuations of gifts in accordance with applicable federal and state tax laws.
- G. **Written Acknowledgment** – GSLC shall provide timely, written acknowledgment of all gifts made and comply with the current IRS requirements for acknowledgments.
- H. **Donor Rights** – GSLC shall adhere to the Association of Fundraising Professionals’ *Donor Bill of Rights*, a copy of which is attached.
- I. **Changes to or Deviations from Policy** – This policy has been reviewed and accepted by the GSLC LC, which has sole power to change this policy. In addition, the LC must approve, in writing, any deviations from this policy.
- J. **Periodic Review of Policy** – The EC shall periodically review the Gift Acceptance Policy to ensure that it remains current, applicable, and relevant. The EC may, when necessary, recommend amendments or other revisions for the LC's approval. The LC reserves the right to make amendments or revisions to the policy at its sole discretion.

VII. APPROVAL

- A. This Gift Acceptance Policy was approved by a majority vote of the Good Shepherd Lutheran Church Leadership Council on October 16, 2018.