



Gift acceptance and Designated Fund Policy

Non-Cash Gifts

Receipt of non-cash gifts will be responsibility of Board of Trustees and must have approval of Board of Trustees. Gifts of stock and various kinds of security, insurance products, automobiles, furniture, animals, jewelry, and other items of value must be unencumbered and given outright to the First United Methodist Church. The Board of Trustees in consultation with Church Council reserves the right to refuse any gift determined to be unacceptable because of value, marketability, or any other reason deemed problematic to FUMC. All non-cash gifts will be acknowledged in a dated letter from the Finance Secretary or designee of Board of Trustees as appropriate for the type of gift, which will include a description of the gift. There will be no appraisal, acknowledgement of appraisal or determination of value offered in the acknowledgement process. The donor has the sole responsibility to the Internal Revenue Service for identifying the value of any non-cash gift.

Designated Funds

Designated funds are those monies received for which the donor specifies the use of the funds. These funds are not included in the general budget that has been approved by the finance committee. Designated funds are segmented from the general operating budget funds of the Church. There are three types of designated funds – solicited, unsolicited, and memorials.

Solicited designated funds are those for which there is a congregation-wide effort to request and collect funds for a special project or purpose.

Unsolicited designated funds are those funds that have been given for a specific purpose by an individual contributor, but no approved campaign is in progress.

Memorials are those contributions that are given in memory or in honor of some-one. Memorials are addressed in the Memorial Policy.

The plans for solicitation of restricted gifts must be approved by the Trustees in consultation with the Finance Committee and Church Council. Solicitation of gifts consistent with existing designated fund accounts is permitted. Solicitation of gifts for activities, events, or trips does not require approval. Designated fund accounts may be established by the Treasurer for temporary use. When a new long term designated fund is established a New Designated Fund form should be completed for these donations and kept on file with the Financial Secretary and Treasurer.

It is important for the church to maintain this same kind of trust for all donations that are given with a special purpose attached to them. Therefore, it is important for the church to screen out any unsolicited gifts that it will have difficulty maintaining such a trust over. All gifts must be consistent with the church's mission and attentive to the strategic goals and priorities as

established by the Conference, the Church Council, and the Board of Trustees. Gifts that do not further these goals or that drain the management of resources of the church should be declined. It is the Financial Secretary's responsibility to bring to the Church Council's attention all designated gifts given to the church that the church did not solicit or does not have a standing designated fund account for. It is the Church Council's responsibility to approve or decline their acceptance.

While the churches intent is to use all designated gifts for the specific purposes and projects designated the final authority for the use of all gifts to the church rests with the Church Council. In exceptional circumstances where the designated purposes are no longer feasible, or has been completed, or for other good cause, the Church Council may redirect such funds to other appropriate ministries or projects, retaining to the extent deemed feasible, the basic original purpose of the designation.

The Board of Trustees in cooperation with the church Treasurer will keep a list of all designated funds and their intended usage. These documents shall be stored in the finance office.