



Title: Gift Acceptance
Policy #: 58
EXPIRES: When Replaced
ISSUED BY: Church Council
SIGNED:

1 History

VERSION	DATE APPROVED	UPDATED BY	PURPOSE FOR CREATION/UPDATE
1.0	3/14/23	JIM FASSE	ESTABLISH A POLICY FOR ACCEPTING NON-MONETARY GIFTS

2 Scope

This policy is part of St. Paul Lutheran Church's organizational policies. This policy applies to anyone wanting to make a gift to the church, the Director of Church Administration (DOCA) and the Church Council.

3 Policy

The DOCA has a responsibility to review gifts to the church for acceptance or rejection based on a determination of the appropriateness of the gift relative to its type, purpose and possible liability. In that regard, the purpose of this Gift Acceptance Policy is to give guidelines on the acceptance of gifts.

This policy is intended to facilitate the giving process by allowing the DOCA to respond quickly in the affirmative, where appropriate, and to seek broader approval from the Church Council before acceptance, where necessary; also, it will guide and encourage staff to decline gifts which are not appropriate to the Church's ministry.

4 Procedure

The church accepts gifts by outright transfer, by bequest, and through qualified irrevocable life income plans. The church reserves the unilateral authority to decline any such gift on the basis of the property received, commitments required, or any terms deemed by the DOCA to be unacceptable.

1. Unrestricted cash gifts will be accepted and acknowledged through the normal accounting procedures of St. Paul Lutheran Church of Sheboygan Falls, WI.
2. Receipt of non-cash gifts is the responsibility of the DOCA. The DOCA reserves the right to return any gift determined to be unacceptable because of value, environmental issues, marketability or any other reason deemed problematic to St. Paul Lutheran Church of Sheboygan Falls, WI.
3. The church will liquidate all non-cash gifts (including real estate). Gifts of stock, various kinds of securities, insurance products, automobiles, animals, jewelry and other items of value must be unencumbered and given outright to St. Paul Lutheran Church of Sheboygan Falls, WI. If the gift is deemed acceptable to the church, the gift will be sold in a manner deemed most appropriate by the DOCA.
4. All gifts of real estate must be given with an appropriate title search, environmental evaluation, survey and appraisal. Transfer and environmental assessment costs are to be born by the donor. The donor will also generally be required to provide an environmental hazard surety document (hold-harmless). Gifts of real estate must also be unencumbered with liens, litigation or any other potential liability for St. Paul Lutheran Church of Sheboygan Falls, WI. Before title is accepted the church reserves the right to reject the gift.
5. All non-cash gifts will be acknowledged in a dated letter from the DOCA, 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 sole responsibility to the Internal Revenue Service for identifying the value of any non-cash gift.
6. The DOCA will make every effort, including the use of professional paid services, to remove or develop a plan to eliminate any problematic issues prior to accepting or rejecting a gift.

5 Forms

None