



# Faith Lutheran Church

Clive, Iowa

## Gift Policy

Faith Lutheran Church ("Faith Lutheran") encourages its members to prayerfully consider designating special gifts to Faith Lutheran as part of their estate planning processes or whenever their financial situations otherwise allow. This policy describes how those gifts will be utilized.

### Article 1: Restricted Gifts

Any donor may designate in writing how his or her gift to Faith Lutheran may be utilized using the form attached as an exhibit hereto. Provided said designation is legal, consistent with the mission of Faith Lutheran, and in the case of non-cash gifts acceptable to the Congregation Council in its sole discretion, the gift will be applied in accordance with the donor's wishes.

### Article 2: Unrestricted Gifts

In the absence of a written designation(s) by the donor made consistent with the provisions of Article 1, each gift will be utilized as follows:

- A. As a general rule, all gifts will be converted to cash.
- B. Unless otherwise directed by the Congregation Council, each gift smaller than \$50,000 may be comingled with regular gifts to Faith Lutheran and expended in accordance with the previously approved operational budget of the congregation.
- C. Each gift equal to or in excess of \$50,000 will be utilized as follows:
  - i. First, an amount equal to 10% of the gift proceeds will be remitted to the Southeastern Iowa Synod of the Evangelical Lutheran Church in America.
  - ii. Second, a portion of the gift proceeds will be utilized to build Faith Lutheran's operating reserve to the extent the operating reserve contains less than the equivalent of one-third of the annual operating budget, as follows: An amount equal to the lesser of (a) one-third of the remaining gift proceeds or (b) one-third of Faith Lutheran's most recently approved annual operating budget less the then-current amount of Faith Lutheran's operating reserve will be added to Faith Lutheran's operating reserve (but in no event will this number be negative).
  - iii. Third, a portion of the gift proceeds will be utilized to reduce property indebtedness and/or provide for property enhancements, as follows: An amount equal to one-half of the remaining gift proceeds will be used to repay any outstanding debt secured by Faith

Lutheran's real property, with any remaining sum from this line item placed in Faith Lutheran's building fund.

- iv. Fourth, any remaining gift proceeds will be placed in Faith Lutheran's ministry endowment fund.

**Article 3: Interpretation**

Faith Lutheran's Congregational Council shall have the authority to interpret and direct the implementation of this gift policy in accordance with its duties under Faith Lutheran's Constitution, By-Laws, and Continuing Resolutions.

**Article 4: Amendment**

Faith Lutheran's Congregational Council may amend this gift policy as it deems appropriate from time to time.

Adopted: March 4, 2024

## Instructions for the Completion of a Donor Intent Form

We appreciate your interest in providing financial support to the mission of Faith Lutheran Church!

It is not necessary to complete a Donor Intent Form if you desire for your gift to be used in accordance with the then-current Faith Lutheran Church Gift Policy. However, if you prefer that your gift be used in a particular manner that differs from what the Gift Policy states, you may use the Donor Intent Form to specify your wishes.

If you wish to utilize a Donor Intent Form, please:

- 1) Open the Donor Intent Form found on the church internet site, complete the information fields, print the document, sign and date it;

OR

Print the form found on the following page, complete the information fields, sign and date it.

- 2) Return one copy of your completed Donor Intent Form to the church office.
- 3) Store a second copy of your completed Donor Intent Form with your estate documents and/or provide a copy of your completed Donor Intent Form to the executor of your estate.

A cover letter is not required. However, you may attach a cover letter to the Donor Intent Form if you wish to specify any of the following:

- A more detailed description of your gift;
- A schedule of how the gift will be funded, if the funding will not occur in a lump sum; and/or
- In what name you prefer the donation be recognized (e.g., your name alone, the names of both you and your spouse, etc.) or if you prefer the donation remain anonymous.

Each individual should complete his or her own Donor Intent Form, to the extent you wish to utilize the form, if a gift is to be funded upon a person's death. (Use one form per person, not per couple, since individuals' estates will be settled separately.)

Please contact Faith Lutheran's Director of Business and Finance or Faith Lutheran's Treasurer if you have questions or need assistance.

**Thank you!**

## Donor Intent Form

### Donor Information

Name \_\_\_\_\_ Street Address \_\_\_\_\_  
Telephone \_\_\_\_\_ City \_\_\_\_\_  
Email Address \_\_\_\_\_ State \_\_\_\_\_  
Zip Code \_\_\_\_\_

### Gift Information

I intend to provide a gift to Faith Lutheran Church in Clive, Iowa that will be funded:

- As a lump sum donation now
- Periodically over time according to the attached schedule
- Upon my death in accordance with the terms of my estate documents and/or other beneficiary designation(s)

### Statement of Donor Intent

I hereby request that proceeds from this gift be applied in the following manner.

This gift is to be:

- Unrestricted, applied in accordance with the then-current Faith Lutheran Church Gift Policy
- Restricted, applied as follows:

I acknowledge that:

- Non-cash gifts may be converted to cash;
- In the event the Faith Lutheran Church Congregation Council deems my preferred use of the gift proceeds not to be legal, consistent with the mission of Faith Lutheran Church or reasonably practicable, then the Congregation Council may determine how to apply the proceeds of my gift in a manner consistent with the charitable and religious purposes of Faith Lutheran Church; and
- I may replace this donor intent form at any time prior to the transfer of my gift to the church.

### Signature

\_\_\_\_\_

Donor

\_\_\_\_\_

Date