

St. John's Gift Policy Guidelines

All gifts, other than regular planned giving, received by St. John's Lutheran Church of Bloomer, Wisconsin will be considered a special gift and be directed to the Gift Acceptance Committee (GAC) for a recommendation to either accept or reject said gift. The GAC will be composed of the Council Executive Committee and the Church Financial Secretary.

St. John's appreciates all gifts that are made to the Church that can be used to fulfill our mission. All gifts, upon acceptance, become the sole property of St. John's. The following gift acceptance policy is established to respond quickly to donors and provide guidelines for the committee and church council to follow.

The GAC will decide whether to accept or reject gifts and decide which gifts will be referred to the church council for a final decision. In the event a gift is rejected, a letter explaining why items were rejected by the GAC will be written by the council president thanking the donors but explaining why the items were rejected.

GUIDELINES

1. Special gifts of cash and checks shall be accepted regardless of the amount. All checks shall be made payable to St. John's Lutheran Church.
2. St. John's encourages gifts through wills (bequests). The GAC will determine if there are any stipulations with the bequest and bring that to the attention of the church council.
3. St. John's encourages donors to name St. John's as recipient of all or a portion of benefits from life insurance policies.
4. Gifts of securities and real property will be decided on an individual basis and discussed with the council before acceptance.
5. Tangible personal property and other property will need to be appraised by an independent appraiser before being considered by the GAC and referred to the council for a final decision. Any pending fees or appraisal charges will be approved by the church council prior to acceptance of items requiring such fees. In most cases said property will be sold with proceeds going to St. John's.
6. Designated gifts will be accepted if they follow policy guidelines and will be deposited in the appropriate accounts.
7. Undesignated monetary gifts and proceeds from the sale of gift items shall be placed in the church council fund until the council decides how to use said funds.

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8. Items that have been donated to the church are the sole property of the church and may have to be disposed of at a future date. In such cases, if the donor is known, the church will offer the item back to the donor or sell or dispose of said item.
9. All information obtained from a donor about a gift shall be held in strictest confidence. The name, amount, or condition of any gift shall not be published without the permission of the donor.
10. Any item not specifically mentioned above or exceptions to the above guidelines, will be presented to the church council by the GAC for council consideration.

Drafted: April, 2016