

Article II, Executive Limitations -- Policy G: Gifts

Gifts to the church are tax-deductible. The executive must not fail to acknowledge receipt of donated items but must not set fair market or appraisal values.

With respect to handling gifts made to First Unitarian Church of Des Moines, the executive must not fail to adhere to the following guidelines:

For non-monetary gifts:

The executive must not fail to accept, reject or dispose of all gifts and donations but must not place any valuation on them. All gifts become the sole property of the church.

For monetary gifts:

The church welcomes monetary gifts, bequests, other financial instruments, and memorials so long as their use is not restricted by conditions that would conflict with standard church practices and policies. The executive must not fail to determine the disposition of such gifts.

The executive must not fail to dispose of any financial instruments and realize their cash value upon receipt from the donor.

However, the executive must not administer funds designated for the church's Endowment. Monetary gifts, bequests and memorials given to the Endowment will be handled under separately set guidelines.

Interpretation: The Executive must acknowledge gifts and must not set fair market values or appraisal values. The Executive has the discretion to accept or reject an in-kind gift and, if a gift is accepted, to decide how to dispose of it. The Executive has the discretion to refuse a gift of money or a financial instrument if it is restricted in a way that would conflict with First Unitarian's policies or practices. Upon receipt of a financial instrument, the Executive must immediately dispose of it in a way that allows the church to realize its cash value. The Endowment Committee has the responsibility and authority to administer gifts to the Endowment, although it is the Committee's practice to communicate with and consult the Executive and at the Committee's request the Executive may manage or handle a gift or expenditure.

Monitoring: Along with the monthly financial report, the Executive must report to the Board gifts received since the prior report together with their disposition.

We report **COMPLIANCE**

EVIDENCE: This report will serve to notify the Board of a recent gift of \$2,000 to the Minister's Discretionary Fund by an anonymous donor. No other gifts have been received since the last report.

Adopted 05/25/2010

Revised 11/21/2019