

GIFT ACCEPTANCE POLICY of EVANGELICAL UNITED CHURCH OF CHRIST

HIGHLAND, ILLINOIS

December 4 2014

I. Statement of Purpose

The purpose of this Policy is to provide guidelines for the acceptance of gifts of all types made to Evangelical United Church of Christ, Highland, Illinois (EvUCC). Financial assets gifted to EvUCC shall be collectively managed per the guidance contained in EvUCC's Investment Policy and Expenditure Policy.

II. Authorities

The Consistory is empowered to accept gifts made to EvUCC. The Consistory, with guidance provided by the Investment Ministry Team established under EvUCC's Investment Policy, shall determine the eligibility of all gifts made to EvUCC. In most cases, gifts will be accepted. However, the Consistory may choose to decline a gift. Examples of situations in which the Consistory may decline a gift include, but are not limited to, the following:

- a. Conditions or designations associated with a gift are inconsistent with the ministry, mission, or values of EvUCC.
- b. The gift could financially jeopardize the donor or EvUCC.
- c. The gift or terms associated with the gift are illegal, or a result of illegal actions.
- d. EvUCC does not have the resources to honor the terms of the gift.
- e. A Fair Market Value of the gift cannot be determined or the gift cannot be converted to cash.
- f. The gift will result in unwarranted or unmanageable expense to the church.
- g. There are physical or environmental hazards associated with the gift.
- h. The gift could improperly benefit any individual or group.

III. Disposition of Gifts to EvUCC

Non-designated bequests exceeding ten thousand dollars (\$10,000) shall be directed to the Non-restricted Endowment Fund.

Financial assets gifted to EvUCC that are determined by the IMT and the Investment Advisor to be suitable for inclusion in the investment portfolio may be transferred directly to the portfolio instead of being sold and re-invested into acceptable investments. Financial assets gifted to EvUCC which are not consistent with the mission of the church or the objectives of the

Investment Policy shall be sold immediately and the proceeds invested in acceptable investments.

It is preferred that gifts of real property, including farmland, be sold by the owner and the sales proceeds given to EvUCC instead of the church taking ownership of the property. If EvUCC's Consistory considers acceptance of a gift of real property, including farmland, such acceptance must be preceded by receipt of a Phase 1 Environmental Site Assessment (ESA) as defined by the American Society for Testing and Materials paid for by the donor. The Phase I ESA shall include, at a minimum, a review of property records, a site inspection, and interviews with owners, occupants, neighbors and local government officials. Potential contaminants to be assessed include, but are not limited to: asbestos, lead paint, radon, formaldehyde, hydrocarbons (gasoline, fuel, oil, etc.), solvents, and mold. The ESA must be conducted by an environmental professional trained in the appropriate standards. If the Phase 1 ESA identifies actual or potential environmental issues related to the property, the Consistory may not accept the property unless the environmental issues have first been remediated at the giver's expense and a subsequent ESA confirms a satisfactory remediation. Unless legally obligated to do otherwise, personal property and real property (including farmland) shall, upon receipt, be sold within twelve (12) months, and the proceeds, managed as investment assets as defined by this Policy under the guidance and direction of the IMT. The value of real property and farmland gifted to EvUCC shall be determined by a current (not more than six (6) months old) appraisal performed by a state certified appraiser. The Consistory and IMT shall assess gifts of real property (including farmland) on a case-by-case basis to determine if said property shall be sold by listing with a licensed real estate broker or by public auction.

EXCEPTIONS: 1) The Consistory may retain personal property gifted to EvUCC for use in church operation. For instance, the Consistory may determine a gifted freezer should be retained for church use. 2) The Consistory may, in rare circumstances, chose to retain real property for use by the church. For instance, the Consistory may choose to retain a gifted residence for use as a parsonage or office space.

IV. **Policy Review and Revision**

This Policy shall be reviewed by the Consistory and IMT annually and revised as necessary to ensure it is consistent with the needs and the mission of EvUCC.