



UNITED METHODIST FOUNDATION OF NEW ENGLAND
5 Bricketts Mill Road ♦ Suite 5 ♦ Hampstead NH 03841
ph: 800-595-4347 ♦ fx: 866-231-5921
email: info@umnfne.org ♦ web site: www.umfne.org

Sample Gift Acceptance Policy

Please review and revise these policies as needed. An attorney and/or real estate agent should review the terminology and basic recommendations.

1. Unrestricted cash gifts will be accepted and acknowledged through the normal accounting procedures of _____ (name of church).
2. Designated gifts will be accepted for approved Memorials and Endowment Funds only. Those opportunities include:

These opportunities are available for Memorials or Endowment gifts by first contacting the Chair of the _____ Committee. The Committee has absolute responsibility for accepting Memorials and Endowment gifts and establishing appropriate recognition procedures.

3. Receipt of non-cash gifts will be the responsibility of the _____ Committee. The Committee reserves the right to return any gift determined to be unacceptable because of value, marketability or any other reason deemed problematic to _____-(name of church).
4. All non-cash gifts (except for real estate) will be immediately liquidated by the _____ Committee. Gifts of stock, various kinds of securities, insurance products, automobiles, animals, jewelry and other items of value must be unencumbered and given outright to _____(name of church). If the gift is deemed acceptable to the committee, the gifts will immediately be sold in a manner deemed most appropriate by the Committee.
5. All gifts of real estate must be given with an appropriate title search, environmental evaluation, survey and appraisal. All costs of transferring will be born by the donor. Gifts of real estate must also be unencumbered with liens, litigation or any other potential liability for _____(name of church). Before title is accepted by (Name of church), the _____ Committee reserves the right to not accept the gift.
6. All non-cash gifts will be acknowledged in a dated letter from the Chairperson of the _____ Committee 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.
7. Any questions regarding this policy should be referred to the Chairperson of the _____ Committee.