

Template for Fillable PDF Form

Pages 28, 29 & 31

Helpful descriptions of the information needed to fill in the blank spaces.

PLEASE NOTE: Only sections needing information are shown.

RED indicates areas needing information

SAMPLE CHARGE CONFERENCE RESOLUTION

This sample is designed to provide accurate and authoritative information regarding the subject matter covered. It is provided with the understanding that the National Association of United Methodist Foundations, Inc. (NAUMF) and The United Methodist Foundation of New England are not engaged in rendering legal, tax, or accounting services. If legal advice or other expert assistance is required in connection with creating an endowment policy, services of appropriate professionals should be sought.

ESTABLISHING A PERMANENT ENDOWMENT FUND COMMITTEE AND A PERMANENT ENDOWMENT FUND

NAME: *Church Name*

CITY/STATE/ZIP

CHARGE CONFERENCE RESOLUTION

ENDOWMENT FUND COMMITTEE

AND ENDOWMENT FUND

DESIGNATION OF FUND

This Fund shall be known as the **CHURCH NAME Endowment Fund**, hereafter referred to in this document as “the Fund.”

The Fund and its administration will conform to all applicable **STATE NAME** laws and regulations, any applicable Federal laws and regulations including the provisions of the Internal Revenue Code, and *The Book of Discipline of The United Methodist Church (current edition)*, particularly pertaining to Paragraph 2533.

PURPOSE OF FUND

The Fund is established to provide members and friends the opportunity to make charitable gifts to **CHURCH/MINISTRY NAME** (hereafter referred to as “the Church” or “the Ministry”) that will become a permanent endowment for financial support and a living memorial.

UNDESIGNATED

General Endowment Fund

For special needs and ministries identified by The Church Council

(Identify any guidelines here, for example, distributions to....begin when the fund reaches \$100,000)

DESIGNATED

(List funds here. See fund examples in PG Handbook, pg. 27)

Any other Fund that shall be designated from time to time by the Endowment Fund Committee and approved by the Board of Trustees.

(Identify any guidelines here, for example, distributions to....begin when the fund reaches \$100,000)

THE ENDOWMENT FUND COMMITTEE

The Committee shall be comprised of the following members:

LIST OF COMMITTEE MEMBERS

Committee might include such members as:

- 1. The Senior Pastor (Non-voting Member)*
- 2. The Church Administrator*
- 3. A representative of the Finance Committee named by the Finance Committee*
- 4. A representative of the Board of Trustees named by the Board of Trustees*
- 5. A representative of the Stewardship Committee named by the Stewardship Committee*
- 6. Up to six persons nominated by the Committee on Nominations and Leadership Development (the "At Large Members")*

TERM LIMITS: *(List term limits here). Example: The At-Large Members shall be elected by the Charge Conference for a term of three years and may serve for a second three-year term. Upon completion of two terms, an At-Large Member may serve another two terms after a one-year absence from the Committee. The initial terms of the At-Large Members shall be staggered with two members elected for a one-year initial term, two members elected for a two-year initial term, and two members elected for a three-year initial term.)*

LIMITATIONS ON USE OF PRINCIPAL

Any withdrawal of principal (as long as it does not violate the donor's intentions as described in the Gift Agreement) must be approved by a three fourths (3/4) vote of the members present and voting at duly called meetings of both the Committee and the Charge Conference of the **CHURCH NAME** Church.

SPENDING POLICY

1. All Endowment funds shall be reinvested until: describe conditions or balance.
2. The annual distribution for the **CHURCH NAME** Endowment Fund is determined by the percentage rate established by the United Methodist Foundation of New England's Endowment Model.
3. Distributions from funds not invested in the Endowment Model shall be determined by the actual market performance of invested funds.

ACCOUNTING BY PERMANENT ENDOWMENT FUND COMMITTEE

The Committee shall render a statement of their transactions regarding the **(Church Name)** Endowment Fund. At no time shall the amount of individual gifts nor the identity of donors to the Fund be published unless written permission to do so is obtained. The Church, or any member, or any donor to the Funds may file an objection to the accounting in writing within sixty (60) days of the dissemination date of the accounting to the church and its members and donors. In the absence of such objection, the Committee shall be released, relieved, and discharged with respect to all matters and things set forth in such accounting as though such accounting had been settled by judicial decree of a court of competent jurisdiction.

MERGER, CONSOLIDATION, OR DISSOLUTION OF (CHURCH NAME)

If at any time **CHURCH NAME** is lawfully merged or consolidated with any other United Methodist church, all the provisions hereof in respect to the Fund shall be deemed to have been made on behalf of the merged or consolidated Church which shall be obligated to administer the same in all respects and in accordance with the terms thereto.

If **CHURCH NAME** should ever be dissolved without any lawful successor thereto, the Fund, including both principal and interest to date, shall be entrusted to the United Methodist Foundation of New England to direct the distribution of principal and accumulated income as it determines to the **CHURCH DISTRICT** of the United Methodist Church or its successors to use for the purposes for which the gift (or gifts) was intended. In the event of such dissolution as set forth above, and in the case that the United Methodist Foundation of New England should not then be in existence, the Fund, both principal and interest, shall be paid over and entrusted to a bona fide local charity selected by the surviving members of the last duly qualified Endowment Fund Committee which shall most closely resemble the purposes of the **CHURCH NAME** Endowment Fund. Such charity must be a charity duly qualified under Sections 170© and 501(c) (3) of the Internal Revenue Code.

AMENDMENT OF PERMANENT ENDOWMENT FUND AGREEMENT

This agreement may be amended or modified from time to time only after recommendation by a two-thirds (2/3) vote of the Committee members present at a duly called meeting and voting and by a two-thirds (2/3) vote of a duly announced Charge Conference of **CHURCH NAME**. No amendment or modification shall (1) alter the intention that the Fund be operated exclusively for religious purposes; (2) alter or eliminate the stated fund purposes found under purpose of the Fund herein, or (3) alter the intent of any donor to the Fund. Every amendment or modification of this agreement shall be in writing and signed by the Committee who voted to approve same and by the Recording Secretary of the Charge Conference, the District Superintendent, and the Senior Pastor.

SEVERABILITY

If any provisions or application of any provisions of this Fund shall be held or deemed to be illegal, inoperative, or unenforceable, the same shall not affect any other provisions or any applications of any provisions herein contained or render the same invalid, inoperative, or unenforceable.

This Endowment Fund Agreement was adopted the **DAY** of **MONTH, YEAR**, in a duly authorized Charge Conference of **CHURCH NAME** meeting in **CITY, STATE** by a vote of **Number of Votes For** for, **Number of Votes Against** against, and **Number of Votes Abstained** abstained.

(Name of Recording Secretary) _____

Recording Secretary

(Name of District Superintendent) _____

District Superintendent

(Name of Senior Pastor) _____

Senior Pastor