

## Legacy Builders Fund Policy



### I. PURPOSE

The primary purpose of the Legacy Builders Fund of Legacy Christian Church of Harrison is to expand the witness and mission of Jesus Christ in the world, serving human needs in our community and around the world. It is not intended to compete with the regular annual giving of members or to diminish the opportunities for responsible stewardship by present or future members.

### II. TYPES OF GIFTS

Unless otherwise specified by the donor, all end-of-life gifts received by the church will be added to the church's Legacy Builders Fund and be governed by this policy. Such gifts may come in the form of bequests, the residual value of charitable trusts and charitable gift annuities, life insurance and other such end-of-life gift instruments.

Gifts to the Legacy Builders Fund may come in a variety of forms, including stocks, bonds, real estate, tangible property and cash. All bequests and gifts received in any form other than cash will be converted to cash at its fair market value as soon as practical. On some rare occasions, the congregation may want to refuse a gift or bequest to the Legacy Builders Fund. This should be done by the Church Board upon the recommendation of the Legacy Builders Fund Trustees.

All gifts designated for the Legacy Builders Fund shall be considered permanent and therefore cannot be spent. It is only the interest from the Fund which can be spent for ministry. Permanent funds do not generally include memorial funds, reserve funds or building funds. Separate policies govern these gifts.

### III. PERMANENT FUND TRUSTEES

The Legacy Builders Fund of Legacy Christian Church of Harrison shall be managed by at least five and no more than seven trustees, elected by the church board.

Terms of office shall be for three years. Trustees may be re-elected one time, but cannot serve for more than six consecutive years. The senior minister and chair/moderator of the board of the congregation will be ex-officio members without vote.

The responsibilities of Permanent Fund Trustees will be to:

- A. Meet at least semi annually. They shall elect their officers each year (President, Vice President, Secretary/Treasurer) from the trustees as needed.
- B. Receive, document and preserve the original gift language of each donation.
- C. Ensure that adequate record-keeping is maintained for gifts.
- D. Publicize the Legacy Builders Fund to the congregation, sponsor planned giving seminars, contact prospective donors and promote other opportunities which will bring growth in the Legacy Builders Fund.
- E. Recognize donors and honor those faithful stewards who have included the congregation in their end-of-life estate plans.
- F. Review the activity and performance of the Legacy Builders Fund and gifts and provide a written annual report to the Church Board and Congregation. Such report shall include a list of new gifts received, investment transactions, amount spent for ministry, and total value of the fund at year end.
- G. Distribute Legacy Builders Fund income annually per the fund's spending policy as outlined in Item IV. A below. The spending policy has been set by the church board as part of this Legacy Builders Fund policy.

- H. Faithfully consider making provisions in their own financial planning to provide a gift to the Legacy Builders Fund of Legacy Christian Church of Harrison.

#### IV. ANNUAL SPENDING FOR MINISTRY

Each year the income from the Legacy Builders Fund investments will be spent for ministry. Income is defined as a fixed percentage of the total market value from the interest of the Legacy Builders Fund. Typically, this percentage is in the 3-5% range.

- A. Spending from gifts will be as follows:
  - 1. 10% will be spent according to the recommendation of the Stewardship Committee with the confirmation of the Church Board. However, support to the operational budget may never represent an amount greater than 20% of the total operational budget
  - 2. 50% will be designated for outreach expenditures. These funds will not be considered as part of the regular budget expenditure for outreach causes.
  - 3. 30% will be designated for retirement of outstanding debt(s) on congregational properties. If the congregation has no debt, then this 30% will be directed to a reserve fund to meet future capital needs. If no reserve fund needs are anticipated, this portion may be distributed according to Items 1 and 2 above.
  - 4. 10% will be given to Disciples of Christ regional programs and causes and may include a direct donation to the regional office.

#### V. AMENDING PROCEDURES

The policy may be amended by a 3/4 majority vote of the Church Board at two successive meetings, upon published written notice of proposed changes to the congregation at least two weeks prior to the first meeting.

#### VI. SPECIAL PROVISIONS

In the event that Legacy Christian Church would need to have access to the Legacy Builders Fund principal, there will be guidelines to accessing those funds. Specific terms and voting by the church board meeting will be as follows: In order to amend the withdrawal of income for more than the interest, it would require a 3/4ths vote at two successive Board meetings after a reading of the amendment to the congregation.

#### VII. TERMINATION

In the event that Legacy Christian Church of Harrison should terminate its ministry, the assets of the Legacy Builders Fund shall be transferred to the Christian Church Foundation, Inc., of the Christian Church (Disciples of Christ) with instructions concerning future spending. Should Legacy Christian Church cease to be affiliated with the Christian Church (Disciples of Christ), assets of the Legacy Builders Fund shall be transferred to a new money management firm.