

### #3.9

#### NON-CASH GIFTS

**PURPOSE:** To establish a Policy for acceptance and disposition of all non-cash gifts to the Chapel (e. g., real estate, computers, printers and vehicles).

**APPLICATION:** This Policy shall apply to all gifts to Chapel valued at more than \$250, other than cash and/or securities.

**PROVISIONS:**

1. The Chapel reserves the right to decline or return any gift determined to be unacceptable due to value, marketability, environmental concerns, or for any other reason.
2. All non-cash gifts exceeding \$250 in value shall be sold, for the best possible price, unless a specific use is proposed. If sold, the cash received shall be applied to the appropriate designated account. If a gift is not designated, the proceeds should be applied to the general operating fund.
3. Noncash gifts will be acknowledged in a dated letter from the Chairperson of the Finance and Stewardship Committee that will include a description of the gift. There will be no appraisal, acknowledgement of appraisal, or determination of value offered in the acknowledgment process (the donor is responsible for determining the value of any noncash gift).
4. If there is an unusual aspect or question regarding the gift, the Session shall be consulted. The Session pursuant to the Book of Order G-4.0101, has the authority to direct the recipient of the gift regarding the acceptance or rejection of any gift or bequest for the use and benefit of Chapel.
5. If a Committee proposes a specific use, their recommendation shall be presented to the Session for its decision.

**RESPONSIBILITY:** The Finance and Stewardship Committee and ultimately the Session are responsible for the acceptance or rejection of a gift and the utilization of that gift.