

# St. Peter's Evangelical Lutheran Church

## Memorial Fund & Gifts

### How does one make a Memorial Gift?

Financial gifts can be sent directly to the church in honor or memorial of a loved one. The church office will inform the Memorial Committee of the gift. The Memorial Committee will send a thank-you to the donor, which also serves as a contribution receipt for tax purposes.

### Then where do the gifts go?

Gifts designated to St. Peter's Lutheran Church "For Charity" or with no other direction are not deposited in the Memorial Account, but into the General Account. Gifts noted as "St. Peter's Lutheran Church—Memorial (in the name of a Loved One)" will be deposited in the Memorial Account. Please contact the chair person of the Memorial Committee for more details.



### How will the Memorial Committee know what to do with the gifts?

If detailed information is not provided with the gift, the Memorial Committee may contact the donor (or family of the loved one in the event of multiple donations) to obtain basic information including in whose memory/honor the gift is to be made, how the gift is to be used (if not specified), and/or the Loved One's family's contact information for the Committee's records.

### What is a Designated Gift?

A designated gift includes a request that the gifts received be used for a specific cause or need (example: Little Saints Preschool, Ladies Aid, Altar Guild, etc.) The Memorial Committee can provide a list of ministries and committees for consideration. The donor's wishes will be honored. If the Memorial Committee cannot honor the request for any reason, they will contact the donor with alternative options.

### What is an Unrestricted Gift?

An unrestricted gift is given without any stipulations except that the Memorial Committee, under the supervision of the Congregational Officers, use the gift where needed. Gifts received under \$100 without any instructions may be treated by the Memorial Committee as an unrestricted gift. Balances in previously designated accounts under \$100 may also be treated by the Memorial Committee as an unrestricted gift. We encourage donors to participate in how gifts are to be used. If there is uncertainty in how a gift can be used, please include a note with the gift asking that a Memorial Committee member contact you to discuss options.

### What is an Undesignated Gift?

An undesignated gift is one in which the donor (or family) has not indicated an immediate use. The Memorial Committee will record the gift as such. The gift will not be used until the donor designates a use. The Memorial Committee will contact the donor annually, or as additional needs and projects arise, and will ask permission to use the funds accordingly. The donor may approve a suggested use, or deny same. If denied, the gifts will remain in the Memorial Account until a future use is determined.

### What is a Wish List?

The Memorial Committee maintains a Wish List with projected costs that can be presented to donors in addition to the "List of Special Needs and Projects." All items on the Memorial Committee's Wish List have previously been approved by the Congregational Assembly. Under the supervision of the Congregational Officers, the Memorial Committee is authorized to act on these wishes as they are funded by donors.

Occasionally a donor might specify a use that is not on the Memorial Committee's Wish List nor on the Memorial Committee's "List of Special Needs and Projects." The Memorial Committee is required to obtain approval from the Congregational Assembly before that specific gift may be used in the designated manner. Should the Congregational Assembly disapprove of the specific request for use, a Memorial Committee member will inform the donor, and other options can be considered.

### What about Non-Cash Tangible Gifts?

Non-cash tangible donations that have not been previously approved by the Congregational Assembly or Board of Trustees for approval will be presented to the Memorial Committee for approval. The Memorial Committee presents gifts deemed appropriate for the life and the mission of St. Peter's to the Congregational Assembly for approval.



If you have any questions please contact us at St. Peter's Evangelical Lutheran Church, 43W301 Plank Road, Hampshire, IL 60140, 847.464.5721, [office@stpetersnorthplato.org](mailto:office@stpetersnorthplato.org).