

SHORELINE CHURCH CONTRIBUTION POLICY

Shoreline Church is a qualified charitable organization exempt from Federal income taxes under IRS rule, section 501(c)(3). Contributions to the church are deductible for Federal income tax purposes under the rules of the Internal Revenue Code. The purpose of this policy is to provide guidance for donors and to keep the church in compliance with applicable tax laws.

TYPES OF CONTRIBUTIONS

- Tax Deductible Contribution – a gift of cash, securities or property given by a donor who receives no tangible benefits from the gift, and who gives up full control of the gift for the organization to use for its purpose and mission.

- Undesignated Gift – A gift that is given without designation. These contributions typically support the budget, projects, and outreaches of the church through the General Fund

- Designated Gift – A gift that is designated for a specific fund, budget, or project other than the General Fund. Designated giving will be accepted only for funds or special projects that have been approved by the Board of Directors. Designated gifts for budgeted line-item expenses (e.g., Benevolence) will be accepted in accordance with #2 below.

GIVING POLICIES

- 1) The General Fund makes up the operating budget of the church and is supported by undesignated giving. A designated gift for a special approved project under the General Fund will not increase the yearly budget for the project but it will increase the funds available to complete the project. If funds available for a project exceed the amount needed to complete the project, then excess funds will roll into the undesignated General Fund.

- 2) Designated Funds - Any designated gift that is accepted for a budgeted line-item expense will not increase the budget for the line-item, but it will increase the available funds for the line item. If, at the end of the fiscal year, excess funds are available in a fund, budget or project, the excess funds may be rolled into the general fund at the discretion of the Board of Directors.

- 3) Restricted Contributions - The church will not accept contributions that are donor restricted. For a contribution to be tax-deductible IRS Regulations require that the church maintain full and complete control over how funds are managed and used.

- 4) The church will not accept gifts to be forwarded to ministries outside of the church unless the church has taken up an offering for a specific purpose for a specific time frame. If a donor wishes to contribute to an organization other than Shoreline Church, they should give to the organization directly.

- 5) The church can accept gifts of stock. The deductible amount allowed by the IRS depends on information that you should obtain from your broker, so please confer with your broker as to the exact value that you can deduct. Contact the Finance Department for details on how to contribute stock.

6) The value of personal services donated is not a tax-deductible contribution. The church relies heavily on volunteers to fulfill its ministry; however, donations of this type cannot be reflected on an individual's giving record.

GIFTS TO INDIVIDUALS

Under IRS regulations, gifts designated to specific individuals do not qualify as charitable contributions, and therefore, the church will not accept them*. If a donor wishes to give a gift to an individual, they should give to the individual directly.

*Mission Trip Designation – Gifts designated for individuals to cover mission trip expenses are considered tax deductible as long as the donor has the understanding that the designation is a suggestion, and the gift is ultimately under the control of the church to use as it deems necessary. Donors should understand when they designate a gift for a specific individual for a mission trip that any funds given above and beyond what is needed for that individual will be used as the church deems necessary to further its mission and purpose. Excess funds will not be distributed to the individual designee.

REFUSAL

The church reserves the right to refuse contributions that are not related to the purpose of the church, not in the best interest of the church, or those that are not qualified for tax purposes.

PRIVACY

The church will not release the names or contact information of donors or recipients of benevolent distributions without consent.

REFUNDING CONTRIBUTIONS

Charitable contributions will not be returned donors. To do so may create tax implications for the donor and potential liability for the church. There are rare occasions, however, where a contribution is accidentally made twice. The church will refund a contribution that is accidentally made twice if the request for the refund is made within the year of the contribution.

CONTRIBUTION STATEMENTS

The church will provide an annual statement of cash contributions received in accordance with rules and regulations required by the IRS. Non-cash gifts will be acknowledged by letter, in compliance with IRS rules and regulations.

YEAR OF CONTRIBUTION

All contributions received or postmarked by December 31 will be included in that year's contribution statement. If a contribution is postmarked after December 31, it will be included in the contribution statement of the year in which it is received/postmarked, regardless of the date on the check.