



## Catalina United Methodist Foundation Endowment Gift Form

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*“Planned giving” begins with an attitude of humility and generosity. It causes us to confront needs we see in the world around us. We acknowledge our lives and our resources as gifts to be received, managed and passed on in a way that reflects God’s mercy, justice and love.*

### **About Catalina United Methodist Foundation**

The Catalina United Methodist Foundation was established in 1958. The purpose of the Foundation is to assist those who wish to provide financial gifts to the church in support of future ministry and provide stewardship of those gifts. Gifts are used for such purposes as funding Property Improvements, Church Programs, Missions and Scholarships.

Donors of any amount can establish a Gift for Immediate Distribution, a Specified Term Gift, or an Enduring Gift. Gifts for Immediate Distribution are immediately available for distribution for the selected purpose. Enduring Gifts are those which the original donation amount is preserved in perpetuity and only the interest earnings and capital gains are distributed. In addition, donors of gifts of \$10,000 or greater may choose between an Enduring gift and a Specified Term gift. For Specified Term gifts, the donor specifies a period of time over which the original donation, interest earnings, and capital gains are to be distributed. Donors of gifts \$5,000 or greater can choose to name the endowment. Frequently donors name the endowment in honor or memory of a group or individual or as part of an estate plan.

Donors can specify where the gift is to be applied, including, but not limited to: Scholarships, Program Support (missions, music, senior adults, day school, etc.), and General Support (library, memorial garden, counseling, etc.). If the donor chooses not to designate the purpose of the gift, it will be applied toward the Church Program and Property fund.

Your gift will make a lasting contribution through the life of Catalina United Methodist Church.



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### The Endowment Fund

When you decide to make a gift to the Foundation, your gift is added to a Master Portfolio along with previous gifts. The Master Portfolio is Professionally Managed by Northern Trust, under the direction of the Catalina United Methodist Foundation Board of Directors. Portfolio performance, distributions and any changes to the Foundation Board membership or Foundation Policies are reviewed and approved at the Annual Charge Conference.

The Foundation manages the portfolio as a whole, but accounts for each endowment individually. In addition, each endowment consist of two accounts:

- Principal – The sum of the original gift amounts, and
- Working Fund – The sum of all interest, dividend and capital gain distributions; which are available for authorized personnel to withdraw and use per the designated purpose of the endowment.

Per the Investment Policy, proceeds from the Master Portfolio are distributed in two ways:

- Monthly – When interest and dividend earnings are distributed to working fund of each endowment, and
- Annually – When capital gains (and principal in the case of Specified Term Gifts) are distributed to the working fund of each endowment.

Members of the Foundation Board of Directors are guided by a detailed Investment Policy; which is reviewed every 3 years and approved at the Annual Charge Conference. The Investment Policy covers: Asset Allocation and Rebalancing of the Master Portfolio, Roles and Responsibilities of the Foundation Finance Committee, Standard of Investment Judgment, Distribution Guidelines for interest & dividend earnings and capital gains, Portfolio Performance Objectives, Approved Fixed Asset and Equity Investments, Evaluation of Investment Managers and Investment Manager Responsibilities.

If you are considering a gift or have decided to create an endowment through the Catalina United Methodist Foundation and you need additional information or assistance please contact the Church Administration at (520) 327-4296 and request to speak to a member of the Catalina United Methodist Foundation Board. You may also email: [foundation@catalinamethodist.org](mailto:foundation@catalinamethodist.org)



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Please complete the seven (five required) sections of this form so we may create a record and acknowledge your gift. A representative of the Catalina Methodist Foundation is available to answer any questions regarding how to complete this form. This is a confidential record to be held exclusively by the Foundation.

### Section I

I (We) \_\_\_\_\_

have chosen to offer a gift to the Catalina United Methodist Foundation.

### Section II – Gift Description

This gift is offered as:

An immediate gift in the amount of \$ \_\_\_\_\_

In the form (see note below) of

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A future gift from my/our will/estate in the amount of \$ \_\_\_\_\_

In the form (see note below) of

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** Types of gifts include cash, publicly-traded securities, closely-held securities, real Property, tangible personal property, other property, bequests (wills), charitable remainder trusts, life estate gifts, life insurance, individual retirement accounts (IRAs), gift annuities, and retirement plans. The Board reserves the right to refuse any gift if such acceptance, ownership, possession or use is deemed to not be in the best interest of the Foundation or Catalina United Methodist Church for reasons of value, expense, impracticability or otherwise.



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### Section III – Gift Category

- Immediate Distribution (this gift can be any amount) – Select this option if you want your original gift amount distributed immediately to the Working Fund for expenditure.**

When you select this category the original gift amount will be distributed immediately to the endowment Working Fund.

Example: Kay selects Immediate Distribution for a gift to the Bob and Joan Briggs Scholarship Fund. This amount is put in the Working Fund and is available immediately to be distributed to a scholarship recipient.

- Specified Term Gift (must be \$10,000 or greater) – Select this option if you want your original gift amount distributed to the Working Fund of the Endowment over one of the specified time periods below.**

Time Period       3 years     5 years     10 years

When you select this category the amount of the original gift (adjusted by capital gains (losses)) will be distributed equally over the number of years you specify to the endowment Working Fund.

Example: Dan chooses a Specified Term Gift of \$10,000 in 2020 and designates it for the purpose of Program & Property. Dan determines he wants the gift distributed over 5 years. Every month interest and dividend earnings generated by his \$10,000 are distributed to the Program & Property Working Fund and per the Investment Policy, annually capital gains plus 1/5<sup>th</sup> of the \$10,000 original gift is distributed to the Working Fund.

- Enduring Gift – Select this option if you want your original gift amount preserved.**

When you select this category the original gift amount or principal is kept whole and only interest, dividends and capital gains are distributed to the working fund.

Example: Carlos chooses an Enduring Gift of \$5,000 in 2020 and designates it for the purpose of Missions. Every month interest and dividend earnings generated by his \$5,000 are distributed to the Endowment Working Fund and per the Investment Policy, annually capital gains are distributed to the Working Fund.



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### Section IV – Gift Naming and Purpose

- Unnamed Endowment (all gifts below \$5,000) -- Select this option if you want to direct your gift to existing funds.**

**Designated Purpose**

- Unrestricted Fund – Funds to be used for Program & Property  
 Restricted or Specified Purpose  
 Add to Existing Restricted Fund (see list below and attached descriptions)

Name of Existing Fund \_\_\_\_\_

Unrestricted Funds	Restricted or Designated Funds		
	Scholarships	Program Support	General Support
Program and Property	Alma Clayton	Catalina Day School	Davies Stephen Ministries
Lillian Lynes Brown	Betty High Memorial	Missions	Library
George and Marion Waudby	Bob and Joan Briggs	Music	Memorial Garden
	George and Elsie Nelson	Senior Adult Ministries	Stan Brown
	Geraldine Mackaben		
	Scholarship for Women		
	Keith Olon Leathers		
	Ministerial		
	Sarah Williams		
	Web and Jarean Bond		

- Named Endowment (gift be \$5,000 or greater) -- Select this option if you want to name your endowment.**

**Fund Name** \_\_\_\_\_

**Fund Purpose**

- Unrestricted – Funds to be used for Program & Property  
 Restricted or Specified Purpose

Please describe what you want your gift to support on the next page or attach extra pages or documents to this form if appropriate. Descriptions of current endowments may serve as a guide.





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### Section V – Signature Page

This form is intended to declare my/our intent as an expression of present plans and as such is subject to change or modification. It is not legally binding on my/our estate. If changes are made, I/we will notify the Catalina Methodist Foundation.

I/We choose **to**  / **not to**  have my/our names published as participants in support of the life and mission of Catalina United Methodist Church through our gift to the Foundation. If you choose not to have your name(s) published, the amount of the gift will be held in strict confidence.

#### Donor(s)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date (MM / DD / YYYY)

#### Foundation Board Member

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date (MM / DD / YYYY)

If you included additional details on separate sheets, please indicate how many separate sheet(s) are attached.

\_\_\_\_ Pages attached  
(number)



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### Section VI – Legal Representative(s) (Optional)

You may want us to designate a legal representative(s) to contact regarding your gift. If you want us to have that ability, please provide the appropriate information below.

#### Legal Representative(s)

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

#### Legal Representative(s)

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS





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### Section VII – Other Contact(s) (Optional)

You may want us to contact relatives or other designated agents on occasion (i.e., to provide information about the use of your gift) regarding your gift. If you want us to have that ability, please provide the appropriate information below (add more pages if necessary).

**Contacts(s)**

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

**Contacts(s)**

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS