



Date \_\_\_\_\_

Donor/Donors Name \_\_\_\_\_

Address \_\_\_\_\_

We understand that you would like to make a gift to the First Presbyterian Church of Waynesville’s Endowment Program to form a legacy of faith and to further the mission of our church “To Love God and Love our Neighbors”.

The purpose of this worksheet is to indicate as clearly as possible what your gift will be and how you want it to be used. When we feel that we understand your plan, the Endowment Team will write a letter to you with details of your plan and ask that you provide a signature confirmation. This written confirmation will ensure that your gift will be designated as agreed.

**Your Gift:**

Please describe your gift plan: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The Purpose of your gift:**

1. Do you wish the principal of your gift to be restricted as a permanent fund with the annual income to be used as you designate? \_\_\_\_\_
2. Or do you stipulate that the principal may be expended after a stated period of time or upon the occurrence of a certain event (Please provide details)? \_\_\_\_\_

**Funds:**

Endowment Funds may be designated for a specific purpose, but we would like to encourage donors to use established funds whenever possible. If you plan to use one or more of these funds, please indicate which ones.

- \_\_\_\_\_ A. The General Endowment Fund:  
Distributions can be used for any purpose to further the Church’s ministry.
- \_\_\_\_\_ B. The Building and Major Capital Improvement Fund:  
Distributions are used for (1) non-routine maintenance or repairs (such as painting, roof repairs or overhaul of major equipment) or (2) replacement of or additions to the land, building or equipment of the church.
- \_\_\_\_\_ C. The Program Fund:  
Distributions are used to supplement the program activities of the Church, such as areas of Worship, Music, Education (Christian and other education opportunities) and Congregation Care
- \_\_\_\_\_ D. The Mission Service Fund:  
Distributions are used for financial assistance for local, national and international charitable or mission programs.

First Presbyterian Church – Waynesville, NC  
Endowment Program – Gift Planning Worksheet

Named Funds:

Funds may be named and established upon recommendation of the Endowment Committee and by action of the Session provided the gift is in the amount of \$ 50,000 or more. Does this apply for your gift? \_\_\_\_\_

The Endowment Team and the Session would like to publicly acknowledge your gift with thanks and gratitude unless you prefer to remain anonymous. We would plan to do so in a newsletter or annual report for example. We believe this will encourage others to follow your example and support the Church's mission through special or legacy gifts of their own.

The acknowledgement may look something like this:

“The Session acknowledges with appreciation a generous gift to the Endowment Program of First Presbyterian Church by (donor/donors). This/these gifts will be used as the donor/donors designate to further the mission of First Presbyterian Church, To Love God and Love Our Neighbors.”

Do you agree that your gift may be publicly acknowledged? \_\_\_\_\_

Thank you for your generosity.

Please return completed form to Hughes Roberts, Chair of Endowment Program  
Or Nancy Thompson, Endowment Treasurer.