

## **ENDOWMENT FUND MINISTRY (EFM) GUIDELINES**

### **NPC Endowment Fund Ministry**

**The NPC Endowment Fund was established by the congregation in 1987 for the purpose of building up an endowment that will perpetually fund benevolent causes that are over and above what is included in the church's annual operating budget and to fund improvements to church property and equipment (not to exceed 50% of the total funds expended for that year).**

#### **Endowment Fund Ministry Makeup:**

- Six persons appointed by the Session; three groups of two people serving three-year staggered terms
- Senior minister is a permanent member
- All members must be active members or on the staff of NPC
- Two members shall be active officers, at least one, an active Elder

#### **Current Endowment Fund Ministry Members:**

##### **Class of 2022**

Kate Davis, Secretary (Elder, Class of 2021)

John Lambert

##### **Class of 2023**

Gwyn Kozma, Vice Chair (Deacon, Class of 2023)

Vicki Hunter, Assistant Secretary (Deacon, Class of 2024)

##### **Class of 2024**

Joy Gugert, Treasurer (Elder, Class of 2024)

Erik Swindlehurst, Chair

##### **Permanent Member**

David Jones II, Senior Pastor

## **Condensed Bylaws**

1. In November each year, the Session shall appoint replacements for those whose terms are expiring at the end of the year, considering the EFM recommendations.
2. Vacancies on the Endowment Fund Ministry shall be filled by the Session.
3. Endowment Fund Ministry shall have regular meetings, at least semi-annually. The first meeting for each year shall be on the third or fourth Sunday in January. The EFM may disperse the funds of the Endowment Fund as ordered by the Session. The second meeting for each year shall be in December.
4. No part of the income or the principal of the Endowment Fund shall be applied to the operating budget of the Church.
5. All income (interest and dividends) derived from the undesignated assets of the Endowment Fund shall be used solely on benevolences, which are over and above the regular benevolence of the Church, or for improvements or renovations to Church buildings and property (not to exceed 50% of the total income amount expended in one year).
6. The books and records of the Endowment Fund will be audited annually.
7. The EFM will give a Financial Statement of its transactions each quarter to the Session and each year to the congregation, showing all receipts, disbursements and charges made in connection with the Endowment Fund. Also, a copy of the annual audit shall be delivered to the Session.
8. Currently, all gifts given "In memory of" or "In honor of" to the Newnan Presbyterian Church will be deposited in the NPC Endowment Fund, unless otherwise specified by the family of the deceased or the donor.

## Newnan Presbyterian Church Request for Funding from NPC Endowment Fund Ministry

In order to qualify for consideration, the project must meet one or more of the following criteria:

1. In some way spread the Gospel of Jesus Christ.
2. Fits with or enhances the stated mission of NPC.
3. Must be outside the scope of the operating budget of NPC.

Date of application: \_\_\_\_\_

Ministry Requesting: \_\_\_\_\_

Ministry Chair: \_\_\_\_\_

Description of planned activity or event. Include amount requested.

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Why do you think this activity should be funded from the NPC Endowment Fund?

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Recommendation of the Endowment Fund Ministry

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Session:    Approval \_\_\_\_\_                  Denial \_\_\_\_\_