Epiphany Mission Endowment Fund FAQ's (Frequently Asked Questions)

1. What is the Epiphany Mission Endowment Fund (EMEF)?
   - The Endowment Fund exists to further the Mission of Epiphany Lutheran Church beyond what can be done through our regular offerings. The Fund will enable our congregation to further our community programs and other work of the church.

2. Why was the Endowment Fund established?
   - The Fund was established to serve three main functions:
     - To provide for the receipt of extraordinary gifts (e.g. estate gifts)
     - To promote the faithful Christian Stewardship of each person's accumulated assets
     - To use the **earnings** from the Fund to extend the Mission outreach of the congregation

3. What is an Endowment Fund?
   - Contributions to the Fund are not spent but invested in stocks, bonds, mutual funds, and other conservative investment instruments. The goal of the investments is to obtain a reasonable rate of return with concern for preservation of capital and socially-responsible investments. The **income** from the investments will be used for the Mission while the **principal** will continue to be invested. **Income** may be distributed one or more times per year.

4. How does the Endowment Fund differ from the Memorial Fund?
   - When member families and others served by Epiphany wish to have financial gifts designated to Epiphany Lutheran Church for purposes of ministry, the following will be the usual process for receiving and disbursing those gifts:
     - If gifts are designated for the Epiphany Mission Endowment Fund, they will be recorded and invested in a timely manner by this EMEF Trustees and the **income** from the whole Fund distributed in accordance with the Bylaws of the Fund.
     - If memorials are designated for a specific purpose (e.g. organ, Worship & Music, etc.), they will not be received by the EMEF.
     - If memorials are undesignated, they will be gathered and held for a minimum of six months in the Gifts and Furnishings fund in Epiphany's accounts.
     - After at least six months, the family of the memorialized will be contacted with the amount held in that person's name and offered ministry opportunities to which such funds might be directed.
     - In the case of both designated to the EMEF and undesignated memorial gifts, all gifts will be recorded and acknowledgment sent by Epiphany.

5. How will the Endowment Fund income be used?

- The **income** will be used to accomplish the Christian purpose for which the Endowment Fund was established. For example, **income** can be used for:
  - Outreach into the community and Synod, including grants to ELCA seminaries, colleges, or students attending such schools;
  - Special programs for people in our congregation or community who are in spiritual or economic need;
  - Support of the Mission of the ELCA including grants for new congregational development, professional leadership, global missions, and social ministries.

6. Are there any restrictions on the use of the Endowment Fund assets or income?
   - Only in an emergency can the Funds be used for the maintenance of the church's real or personal property or other uses not consistent with the Fund's purpose. Any such disbursement requires a 75% affirmative vote of the Epiphany Lutheran Church Council and then a 75% affirmative vote of the congregation attending a meeting duly called for such purpose.

7. How is the Endowment Fund administered?
   - The Endowment Fund is administered by a Board of Trustees. The five voting members are approved by Church Council. In addition, the senior pastor (or a duly designated pastor) and the Treasurer of the Church Council are ex-officio members. Additional ex-officio members may be appointed from time-to-time by Church Council. In general, the Board of Trustees conducts the day-to-day activities of the Fund while major decisions are confirmed by the Church Council.

8. How can I participate?
   - You can make a gift to the Endowment Fund at any time. Such gifts can include cash, bequests, trust distributions, estates, income proceeds and property acceptable to the Board of Trustees. Another way to accomplish a charitable purpose is to give appreciated stocks and avoid paying capital gains on those stocks. In general, gifts of $1000 or more are recognized by name placement on the Leaving a Legacy plaque.

9. How do I leave a legacy?
   - Through your Will, you can also provide lasting witness to the Gospel of Jesus Christ and ministries of the church that have been important to you during your life. As a life-long stewardship vehicle, your Will can be used to support the Endowment Fund. If you would like to make provision for the Endowment Fund in your Will, a prepared Codicil is attached for your convenience (see the last page of this document).

10. Who can I talk to for more information?
    - If you have any additional questions about the Endowment Fund or you would like to make suggestions, please call Epiphany's office at 614-837-2826 for information on how to contact one of the members of the Board of Trustees.

EPIPHANY MISSION ENDOWMENT FUND

WILL CODICIL INFORMATION

The attached codicil is to enable you to easily include a gift to the Epiphany Mission Endowment Fund in your Will. It offers an opportunity for you to leave a legacy to the work of God. On the reverse side is a "sample" codicil to help you understand how to fill in the blank areas.

This codicil can be added to an existing Will by signing it in the presence of three witnesses who are not beneficiaries of your Will. You will need to attach the original codicil to the original copy of your Will.

If you would like to change any wording, you can cross it out and write in your changes. Be sure to initial any changes. For extensive changes, you may wish to consult your attorney.

If you make a commitment to the Epiphany Mission Endowment Fund, please notify the Chairperson of the Board of Trustees. Your name will be kept confidential upon request.

If you have questions or would like to learn more about the Epiphany Mission Endowment Fund, please call Epiphany's office at 614-837-2826 for information on how to contact one of the members of the Board of Trustees.

Epiphany Lutheran Church
268 Hill Road North
Pickerington, OH 43147

Email: Epiphany@epiphany-lutheran.com
Website: www.epiphany-lutheran.com

SAMPLE

CODICIL TO LAST WILL AND TESTAMENT
OF
JANE DOE

I, Jane Doe, a resident of Pickerington, County of Fairfield, Ohio, declare this to be a Codicil to my Will dated XX / XX / XXXX ("Will").

ADDITION OF PROVISION

The following provision is hereby added to my Will:

I hereby make a specific bequest of $ XXXX to the Epiphany Mission Endowment Fund of Epiphany Lutheran Church, Pickerington, Ohio.

REPUBLICATION OF WILL

In every other aspect, I confirm and republish my Will as originally stated. IN WITNESS WHEREOF, I have executed this Codicil on December XX, 20XX.

_____Jane Doe_____
Jane Doe

The foregoing instrument was signed in our presence by Jane Doe, who acknowledged and declared this instrument to be the Codicil to their Last Will and Testament dated December XX, 20XX. We, at their request and in their presence, and in the presence of each other, have signed below as subscribing witnesses on December XX, 20XX.

*Signature:*_____residing at _____
*Print Name:*_____

*Signature:*_____residing at _____
*Print Name:*_____

*Signature:*_____residing at _____
*Print Name:*_____

CODICIL TO LAST WILL AND TESTAMENT
OF

_____

I, _____, a resident of _____, County of _____, Ohio, declare this to be a Codicil to my Will dated _____ ("Will").

ADDITION OF PROVISION

The following provision is hereby added to my Will:

I hereby make a specific bequest of $_____ to the Epiphany Mission Endowment Fund of Epiphany Lutheran Church, Pickerington, Ohio.

REPUBLICATION OF WILL

In every other aspect, I confirm and republish my Will as originally stated. IN WITNESS WHEREOF, I have executed this Codicil on _____.

_____
Signature

The foregoing instrument was signed in our presence by _____, who acknowledged and declared this instrument to be the Codicil to their Last Will and Testament dated _____. We, at their request and in their presence, and in the presence of each other, have signed below as subscribing witnesses on _____.

*Signature:*_____residing at _____
*Print Name:*_____

*Signature:*_____residing at _____
*Print Name:*_____

*Signature:*_____residing at _____
*Print Name:*_____