

THE CHURCH OF THE COVENANT  
ENDOWMENT COMMITTEE

MINISTRY PLAN

1. Monitor annually and quarterly the endowment funds of the church and gifts to the Church, whether donor or session restricted or if permanent funds established by donors managed by outside concerns.
2. Prepare annual and quarterly (where appropriate) reports.
3. Follow the bylaws of the Endowment Committee regarding the Funds basic purpose, management and control.
4. To define the benchmarks to be used by the Endowment committee, select investment managers and ensure the managers are performing up to expectations.
5. Meet with the investment managers at least twice a year to review their performance, the fund's performance and the investment policy guidelines are being followed.
6. Supervise and schedule the annual endowment program for the Church, including a detailed report to be distributed to the congregation in connection with the annual donors meeting or at any other appropriate time, ensuring that all of the information that the session needs to deal with the endowment is provided and to include whether or not each endowment with restrictions has been spent accordingly.
7. Ensure that the restriction placed on the gifts by the donors are honored.
8. Present to the congregation a request for trust giving in addition to trusts used in estate planning:
  - a. As coordinated with Stewardship.
  - b. Have an endowment as part of our next capital campaign.
9. Notify Session what gifts are received by the Church and, where appropriate, the restrictions on those gifts, if any.