

APPENDIX 2.12

Inn of the Good Shepherd Fund Policy

Purpose and Origin

For decades the members of Grace have actively supported the Inn of the Good Shepherd (the "Inn") by making food donations (e.g. the first Sunday of each month is designated as Food Bank Sunday), by making cash donations and also providing a monthly meal (on the 4th Wednesday of the month). Monetary donations are either forwarded to the Inn directly or used to reimburse the meal preparation expenses of Grace volunteers.

Until 2011 any outstanding donations received by Grace during the year, but not yet spent or donated to the Inn, was reported in the year end financial statements in an Accounts Payable table, or listing.

In 2011 the accounting presentation was changed. The year-end balance of money going into and out of the Inn's account in the General Ledger was no longer reported as an Accounts Payable, but as the year-end balance in a Non-segregated Fund.

In 2017 the Inn of the Good Shepherd Fund and all other Non-segregated funds were extracted completely from the General Fund and added to the already existing and separately invested list of Segregated Funds. This complete list of segregated funds are now collectively referred to as the Special Funds.

Parameters of the Fund

Donations to the Inn of the Good Shepherd Fund (the "Fund") include private donations, the proceeds of fundraisers (such as soup luncheons), and donations to purchase food supplies for the lunch preparation & serving outreach activity.

The Church Office Administrator assists the Finance Committee with ensuring that the donated givings to the Fund (and other Segregated Funds) are accurately allocated to the correct General Ledger account and not included with general givings to the Operating Fund.

Authority and Approvals

Spending from the Fund is under the authorization of the Outreach Committee. The Outreach Committee is accountable to Council for the Fund.