

Greater Lansing Catholic Education Foundation

Endowment Committee Charter

Approved March 10, 2009

Purposes

The Endowment Committee (Committee) advises and lends support to the fundraising activities of the Greater Lansing Catholic Education Foundation staff (Staff), in an effort to increase and retain membership in the John Paul II Donor Society. All donations from John Paul II Donor Society members are held in a separate endowment fund with the sole purpose of supporting the major programs of the Foundation. Activities overseen by the Committee include the ongoing solicitation of cash and planned gifts from current and potential John Paul II Donor Society members, a possible annual gathering of John Paul II Donor Society members, and review and approval of any donor-established endowment funds to be managed by the Foundation.

Committee Membership

The Chair of the Committee shall be a member of the Board of Trustees. Additional trustees may join as Committee members. Additional members may be sought from the Catholic community in the Northwest Region. The Committee shall consist of no fewer than two (2) members.

Committee Meetings

The Committee shall meet as needed (including through electronic communication) to conduct its business.

Key Responsibilities

To fulfill its purposes, the Committee shall:

1. Review and recommend to the Board an annual plan of action for increasing and retaining John Paul II Donor Society members.
2. Create, review and revise, as needed, a general template for donor established endowments. Recommend the new document and any major revisions for Board approval and inclusion in the policies and procedures followed by the office.
3. Assist in the planning and implementation of small hosted events for potential major gift donors/members of the John Paul II Donor Society.
4. Support staff by making introductions in the community and assisting with solicitations as appropriate.
5. Establish a John Paul II Donor Society Council (see John Paul II Council Charter). The Chair of this Committee or their designee shall serve as the board liaison to the John Paul II Council.