



Policies and Principles for Tax Deductible Donations to Adventures in Missions, Inc. ("AIM")

Principles

- To maximize the positive impact of AIM's ministry accomplished with all donations.
- To be knowledgeable of, and adequately compliant with, IRS rules and regulations, ECFA recommendations, and known best practices to support the tax deductibility of donations entrusted to AIM by donors.
- To consider restrictions and preferences expressed by donors to the extent allowable and practicable.

Policies

(Numbered for Reference Only)

1. Standard Statement and Reference. The following statement will be used on all relevant AIM Donations and Fundraising Materials with the reference being to the policies that follow herein: *Adventures In Missions, Inc. is a 501(c)(3) non-profit organization and a long-time member of ECFA. Your donations are tax deductible based on the policies and principles at www.adventures.org/policies.*
2. Qualified Charity. AIM is a non-profit corporation and has been determined by the Internal Revenue Service to be tax-exempt as a 501(c)(3) organization. We are also a member in good standing of the Evangelical Council for Financial Accountability (ECFA), which requires its members to adhere to important standards of financial accountability.
3. Unrestricted and Restricted Donations. AIM gratefully accepts contributions to support our overall ministry and also recognizes the desire by some donors for AIM to restrict the use of their donations to specified purposes, such as particular mission trips, staff support, relief efforts, or other important causes. Restricted donations are used to support the purpose for which they were originally intended until that purpose has been satisfied, after which any excess funds are used for other purposes consistent with AIM's ministry. Donations expressing a preference for an individual, who may have made the appeal, are considered to be restricted to the purpose for which such person is currently raising funds.
4. Donations Irrevocable When Made. Tax deductible contributions must be irrevocable; therefore, all donations are non-refundable and non-transferable.
5. Deputized Fundraising. AIM utilizes the accepted practice called "deputized fundraising" to raise donations to support many of our activities. Individuals, who desire to participate in mission trips, to join AIM's staff, or to be involved in other projects or activities, become fundraisers for AIM with the mutual intention of participating, under AIM's direction, in carrying out the purpose(s) for which they are appealing for donations. It is acceptable practice to agree on, and monitor success towards, individual and project fundraising goals. However, as the qualified "charity," AIM must maintain discretion and control over the use of all tax-deductible contributions, without any obligation to directly benefit the fundraiser or any other individual. Accordingly, it is not acceptable for tax deductible contributions raised by a deputized fundraiser to be set aside to reimburse trip related or other expenses incurred by and for such individual fundraiser/participant.
6. Deputized Fundraising – Excess Funds. If an individual's fundraising goal for a mission trip is met and the individual participates in the trip, their objective, their donors' objectives, and AIM's ministry objectives are all satisfied. However, for example, if the participant does not participate directly or proportionately in using the donations raised or raises funds above the goal, AIM cannot be expected to give the participant or the donors alternative direct benefits or refunds based on the amount of funds raised and used because this would not be consistent with AIM maintaining discretion and control. Accordingly, consistent with AIM's overall policy described under item 3 above,



donations in excess of the individual goal for a deputized fundraiser, regardless of the reason for the excess, are used to support the mission trip or other purpose for which they were originally intended until that purpose has been satisfied, after which any excess funds will be used for other purposes consistent with AIM's ministry.

7. Deputized Fundraising – Reporting. Donations expressing a preference for a particular deputized fundraiser are accumulated in a “support account” system to communicate progress towards each person’s fundraising goal as well as the overall goal for the intended trip or other purpose. The support account system is for informational purposes only. Such reporting should in no way be interpreted to indicate that fundraisers or donors may exercise any rights to or control over the gross or net amounts reflected in these support accounts.
8. Deputized Fundraising – Shortfalls from Goals. For each mission trip or other purpose for which AIM employs deputized fundraising, goals for individual participant/fundraisers are set and communicated well prior to trip launch. Even though such amount might sometimes be referred to as the price or the cost of a trip, it does not constitute a traditional contractual relationship. Nonetheless, AIM believes it and the other trip participants have the right to expect each participant to use all reasonable efforts and means to achieve both the agreed upon benchmarks and the ultimate goal. In those cases where a participant leaves or completes a trip without reaching either the proportionate or full goal, AIM expects the participant to continue striving to raise their share of the funding. AIM reserves the right to terminate a participant from a trip or other purpose in its sole discretion.
9. Reporting to Donors. Donors will receive acknowledgements during the year confirming the amounts and dates of gifts, as well as calendar year-end tax receipts documenting such gifts as deductible contributions for income tax purposes in the United States. Each donor is advised to consult your personal income tax advisor for the applicability of such contributions in your own circumstances.
10. Tax Deductions for Short-Term Trip Payments. It is not unusual for missions organizations to not provide tax receipts for very short-term trips (such as a week or less) where a church or an individual makes payments for the missions organization to lead the trip and to pay a certain portion of the expenses, but with the participant or participating church paying certain of the expenses directly such as airfares or other transportation costs. AIM and reputable authorities believe, however, that individual taxpayers should be able to take tax deductions for payments to AIM for their participation in such trips because we lead them in a manner to be consistent with our tax-exempt purposes. Also, we believe a taxpayer may claim a charitable contribution deduction for travel expenses necessarily incurred directly by them while away from home performing charitable services in connection with such AIM trips if there is no significant element of personal pleasure, recreation, or vacation in such travel. The deduction should not be denied simply because the taxpayer enjoys providing such services. Therefore, AIM (starting for 2011) will provide calendar year-end receipts for payments made to AIM by such donor/participants. Obviously, AIM does not have information related to payments made directly by participants and cannot provide either tax receipts or information regarding any element of personal pleasure, recreation, or vacation related to such payments made directly by participants.
11. Reporting Goods or Services Provided. Normally, AIM’s mission trips and other activities do not involve providing any goods or services to donors in partial return for the donations. In those cases where there might be token take away items such as tee shirts or journals that are intended primarily for use on a trip, the fair market value of such typically used items is considered by AIM to be insubstantial with the donations being 100% tax deductible. In any cases where AIM provides goods or services that have value to the donor in excess of that year’s IRS token exception rules, such estimated value will be disclosed by separate communication or together with the calendar year-end receipt.

(Updated Effective May 31, 2011)