

HOW CAN MBF HELP A DONOR MAKE A GIFT OF STOCK TO A CHURCH OR MINISTRY?



Donating a gift of stock to a church or ministry is a great way to support the ministry that matters to you, and minimize tax liability. As taxable capital-gains are avoided on the stock donation, in essence, the donor will be able to make a larger contribution.

What the Donor Does:

- 1) The donor notifies their broker of their desire to gift stock via a letter of instruction. This letter gives the donor's broker instructions on which stock and how many shares to transfer to the MBF Stifel account. See attached "*Donor to Broker Instruction Letter template*".
- 2) The donor notifies MBF of their desire to gift the stock, via a letter of instruction, to MBF for benefit of a specified church or ministry. Additional direction to the charity can be included in the letter (e.g. for benefit of building fund.) See attached "*Donor to MBF Instruction Letter template*".

Mail or Email to: Missouri Baptist Foundation
PO Box 1113
Jefferson City, MO 65102-1113
mbfoundation@mbfn.org

Note:

- **For the stock gift to be processed, the stock must have arrived in the MBF Stifel account AND the "*Donor to MBF Instruction Letter*" must be received by MBF.**
- **The date when the stock arrives in the MBF Stifel account will be the official "Gift Date" for gift substantiation purposes.**

What MBF Does:

- 1) When both the stock and the "*Donor to MBF Instruction Letter*" are received, MBF will order the sale of the stock. Within 2 business days, Stifel will mail a check for the amount of the sale, minus Stifel's fees (fee schedule below) to MBF.
$$\begin{aligned} & \$0-\$10,000 \times .0084 + \$25 \\ & \$10,000 - 25000 \times .0065 + \$25 \\ & \$25,000 - \$50,000 \times .0045 + \$25 \\ & \text{Max. } \$200 \text{ fee} \end{aligned}$$
- 2) MBF will prepare a MBF check for the full amount received (minus MBF fees of 25 basis points or \$25, whichever is greater) to the church or ministry.
- 3) MBF will prepare a letter with any necessary instructions, including the name and address of the donor, and mail with the check to the church or ministry.
- 4) MBF will send a gift substantiation letter stating the "Gift Date" value of the stock, which is then used for reporting the gift on the donor's tax return.

Note:

- **MBF does not market time, all stock that is transferred will be liquidated as soon as is practical.**

For questions, call MBF at 573.761.0717