



GIFT ACCEPTANCE POLICY 2018-2019

Assistance League Antelope Valley's Gift Acceptance Policy defines the types of gifts that the chapter will accept and the manner in which such gifts shall be administered.

Assistance League Antelope Valley, a nonprofit (501 (c) (3)) corporation, solicits current and deferred gifts from individuals, corporations, foundations and others to fulfill and further the mission of the organization. The following policy governs the acceptance of gifts by Assistance League Antelope Valley and provides guidance to prospective donors and their advisors when making gifts to Assistance League Antelope Valley.

The mission of Assistance League Antelope Valley is to make a positive difference in the lives of children and their families in our community through our service programs.

Assistance League Antelope Valley encourages all prospective donors to seek the assistance of appropriate legal and financial advisors in all matters related to their charitable gifts, including the resulting tax and estate planning consequences of such gifts. Assistance League Antelope Valley will provide the donor with appropriate acknowledgements of gifts as required of the organization by federal or state law.

Assistance League Antelope Valley will accept unrestricted gifts, and gifts for specific programs and purposes, provided that such gifts are not inconsistent with its stated mission, purposes and priorities. Certain types of gifts will be accepted without review as specified below. All other types of gifts shall be reviewed by the Board of Directors prior to acceptance.

Assistance League Antelope Valley shall not accept gifts that:

- A. Violate the terms of Assistance League Antelope Valley's organizational documents;
- B. Would jeopardize Assistance League Antelope Valley's status as an exempt organization under federal or state law;
- C. Are too difficult or expensive to administer;
- D. Are for purposes outside of Assistance League Antelope Valley's mission; or

- E. Could damage the reputation of Assistance League Antelope Valley.

The following types of gifts will generally be accepted by Assistance League Antelope Valley:

- A. Cash. Cash gifts are acceptable in any form; including check, money order, online, or credit card.
- B. Marketable Securities. Unrestricted marketable securities may be transferred electronically to an account maintained by Assistance League Antelope Valley at one or more brokerage firms or delivered physically with the transferor's endorsement or signed stock power (with appropriate signature guarantees). All marketable securities will be sold promptly upon receipt.
- C. Tangible Personal Property. This is not applicable; we do not have a thrift store.
- D. Bequests. Donors and supporters of Assistance League Antelope Valley are encouraged to make bequests to Assistance League Antelope Valley under their wills and trusts. The bequests will not be recorded as a gift until the gift is irrevocable.
- E. Life Insurance or Retirement Plan Beneficiary Designations. Donors and supporters of Assistance League Antelope Valley as beneficiary or contingent beneficiary of their life insurance policies or retirement plans. Such designations shall not be recorded as a gift to the organization until the gift is irrevocable.

Certain forms of gifts or donated properties are subject to review by the membership prior to acceptance. Examples of gifts subject to prior review include, but are not limited to:

- A. Other Tangible Personal Property. Gifts of tangible personal property other than specified above shall be reviewed by the membership prior to acceptance.
- B. Real Estate. All gifts of real estate are subject to review by the membership.
- C. Closely-Held or Restricted Marketable Securities. Gifts of closely-held or restricted marketable securities shall be reviewed by the membership prior to acceptance.
- D. All Other Types of Gifts. All other types of gifts not listed above shall be subject to review by the membership prior to acceptance.

Assistance League Antelope Valley will not accept gifts without adequate time to perform due diligence on the gift prior to acceptance.

Assistance League Antelope Valley will accept gifts restricted for specific programs and purposes if such gifts are consistent with its stated mission, purposes and priorities. The organization will not accept gifts subject to restrictions if the restrictions violate the terms of the organization's corporate charter, are too difficult to administer or are for purposes outside the organization's mission.

Assistance League Antelope Valley shall seek the advice of legal counsel in matters relating to the acceptance of gifts when deemed necessary and appropriate as determined by the members.

This Policy will be required to be reviewed annually and to acknowledge such in writing.