YOUR LOGO HERE

[Your Organization's Name]

[Gift Acceptance Policy]

At [Your Organization's Name], we are grateful for the support and generosity of our donors. This policy outlines the types of gifts we accept and provides guidelines for the acceptance process. By adhering to this policy, we ensure that gifts align with our mission, comply with legal and ethical standards, and support the long-term sustainability of our organization.

**Purpose:**

1.1. The purpose of this policy is to provide guidelines for accepting gifts that support our organization's mission and are consistent with our values.

1.2. This policy helps maintain transparency, protects the organization's reputation, and ensures compliance with legal and regulatory requirements.

**Types of Acceptable Gifts:**

2.1. We accept monetary gifts, both unrestricted and designated for specific purposes that align with our mission and programs.

2.2. We accept tangible gifts, such as equipment, supplies, artwork, and other items that can be used to further our mission or be converted into resources to support our programs.

2.3. We accept gifts of publicly traded securities, real estate, bequests, life insurance, and other planned gifts, subject to the organization's capacity to accept and manage such gifts.

2.4. We may accept in-kind services or expertise that directly contribute to our programs and operations, subject to evaluation and approval.

**Considerations for Gift Acceptance:**

3.1. The organization will consider the following factors when evaluating gift acceptance:

a. Consistency with our mission, goals, and values.

b. Legal and ethical considerations, including compliance with applicable laws, regulations, and industry standards.

c. Financial and operational capacity to accept and manage the gift effectively.

d. Potential impact on the organization's reputation, including any association with controversial or conflicting interests.

e. Potential costs, risks, and obligations associated with accepting and maintaining the gift.

**Gift Acceptance Process:**

4.1. All potential gifts will be reviewed and evaluated by the designated authority, such as the executive director or a gift acceptance committee, before acceptance.

4.2. The organization may seek external advice, such as legal or financial counsel, when necessary to evaluate the suitability of complex or significant gifts.

4.3. The acceptance or refusal of a gift will be communicated promptly and courteously to the donor, providing reasons for the decision if appropriate.

4.4. The organization reserves the right to decline any gift that does not meet the established criteria or poses a potential conflict of interest or legal risk.

**Stewardship and Donor Recognition:**

5.1. Donors will be acknowledged and recognized for their gifts, as appropriate, in alignment with the organization's donor recognition and stewardship practices.

5.2. The organization will respect donor preferences regarding public recognition or anonymity, and will adhere to any legal or ethical obligations regarding donor privacy.

**Policy Review and Updates:**

6.1. This Gift Acceptance Policy will be reviewed periodically to ensure it remains up to date with changing legal requirements and organizational needs.

6.2. Any updates or changes to the policy will be communicated to relevant staff members, and training will be provided as necessary.

By following this Gift Acceptance Policy, we establish clear guidelines for accepting gifts that support our mission, comply with legal requirements, and align with our organization's values. The policy ensures transparency, accountability, and responsible stewardship of donor contributions. If you have any questions or require further information regarding gift acceptance, please contact the designated authority within the organization.

*The templates provided are for general guidance only and not legal advice. Their use is at your own risk, and we are not liable for any damages arising from their use. Consult legal or professional advisors for tailored policies.*