

**Camp Wonderful
Gift Acceptance Policies**
Approved 2/25/98

A. Overview

1. The several benefits enjoyed by Camp Wonderful under the law include active support and voluntary contributions from individuals, corporations, foundations, government, associations, and societies. The relations among all these parties are essential to the mission of Wonderful, especially its financial stability. Responsibility for preservation and enhancement of philanthropy shall be retained by the Board of Directors.
2. All charitable contributions, regardless of value, form, or designated use, shall be made only to Camp Wonderful of Pioneer Valley. Incorporated in the state ofts and designated as a 501(c)3 organization, the council is the only tax exempt entity. Gifts may be received on behalf of projects, programs, geographic units, troops or groups.
3. Camp Wonderful of Pioneer Valley will comply with applicable tax laws and public reporting requirements. Members and donors shall have full disclosure of the financial operations of the council.
4. All fund raising methods employed by Camp Wonderful of Pioneer Valley shall be in keeping with the principles for which the organization stands.
5. The Board of Directors has the right to refuse gifts or contributions that do not enhance, promote and ensure the long range financial viability of the council in keeping with the principles for which the organization stands.
6. Use of the name of Camp Wonderful of Pioneer Valley for any fund raising purpose by any other organization or entity shall require prior approval of the Fund Development Committee. The policies of Camp Wonderful of the U.S.A. shall act as a guide for entering into joint fundraising ventures where there is no implied endorsement or selling of unapproved products.
7. Joint ventures, benefits, marketing and solicitation partnerships shall be in accordance with regulations of federal, state, and local laws, council policies and individual written contracts for each event approved by the Board of Directors.

B. Donors

1. Donor wishes will be considered to the extent possible, so long as their intended use of funds is in keeping with the mission of Camp Wonderful, and the policies and priorities of the council as expressed in the corporate plan. Resolution of donor wishes outside

approved priorities and established programs shall be by the Board of Directors upon recommendation of the Fund Development Committee.

2. Formal recognition of Camp Wonderful donors shall include methods of recognition that enhance the image of Wonderful, show appreciation to the donor, and provide opportunities for public acknowledgement. Gift levels and recognitions shall be developed by the Fund Development Committee with approval of the Board of Directors.
3. All gifts, regardless of value, form, or designated use, shall be acknowledged by Camp Wonderful of Pioneer Valley with official correspondence. Acknowledgement represents to the donor acceptance of the gift along with its restriction, notice of what goods and services were or were not received, and may also serve the donor as evidence to certify a possible tax deduction.
4. The Fund Development department shall maintain confidentiality concerning all correspondence regarding contributions, gift records, prospect cards, and other data on donors, and should ensure that it is used only for the support of fund raising.

C. Types of Gifts

1. Besides monetary gifts in the form of cash, checks, money orders, and charges to approved credit cards, nonmonetary gifts may be accepted, such as: bonds and securities, real property, tangible personal property, gifts in kind to be used in the form in which they are given, royalties, copyrights, and trademark rights, and insurance policies naming this council as a beneficiary in whole or in part.
2. **Unrestricted and Restricted Gifts** ~ Gifts with no stipulation by the donor as to their purpose are unrestricted. Gifts given for a specific purpose designated by the donor shall be restricted.
3. **Appraisal Rules and Procedures** ~ Current IRS regulations will be observed when calculating the charitable contribution deduction value of gifts with an understanding that it is the donor's responsibility to obtain appraisals for tax purposes. Current regulations (1995) do not require the Council to include a dollar amount in acknowledgments of noncash gifts and the Council has no obligation to place a value on the donation. Noncash contributions estimated with a value over \$500 shall comply with IRS Form 8283, (Noncash Charitable Contributions and the qualified appraisal rules).
4. **Memoriums and Honorariums** ~ Both restricted and unrestricted commemorative gifts may be received in the form of "in memory of" "in honor of" or "on the occasion of" from any source. Unless their use is specified by the donor or the person or family named, they shall be considered unrestricted gifts.
5. **Gifts in Trust** ~ The organization may accept gifts in trust, agreeing to hold and manage a donor's principal resources and assets in exchange for life income, after which the principal and future income become the property of the Council, in accordance with the

council's Planned Giving Program and/or Camp Wonderful of the U.S.A.'s planned giving program.

6. **Property** ~ Personal property may be accepted with Board approval when the property can be sold or the property can be used in keeping with the mission of the organization. All gifts of property must be appraised by a certified professional appraiser, and a copy of the appraisal must be provided by the donor and accompany the gift. The gift value shall be the appraised value at the time of the gift. If the property is sold within two years of its receipt, IRS Form 8282 will be completed and submitted to the IRS.

All donated property must be free and clear of any liens or encumbrance.

Real Estate, with Board approval, in the form of a residence, business, commercial building, undeveloped land, etc., may be accepted when the regulatory environmental and toxic waste review is completed by the donor and the property can be sold or the property can be used in keeping with the mission of the organization and it is free and clear of any liens or encumbrance.

7. **Legacies and Bequests** ~ A donor may arrange in a Will or Living Trust that Camp Wonderful be designated as a beneficiary to receive a direct gift from the estate. Unless otherwise specified by the donor, legacy and bequest income are received in the Council's endowment.
8. **Gifts in kind** ~ Gifts of material or products may be accepted when the form of the gift can be used immediately by the organization.

D. Procedures

1. Fund Raising methods, techniques and procedures shall be developed by the Fund Development Committee with approval of the Board of Directors. Gift processing, acknowledgment in accordance with IRS regulations and accounting shall be the responsibility of the fund development director in line with his/her accountability to the executive director.
2. The Board, by a majority vote of $\frac{3}{4}$, in a case-by-case basis, may accept gifts in contravention of the above policies.
3. If the purpose for the gift is no longer in existence, the Board, in their discretion, can redirect the funds as close as possible to the original purpose and where they are most needed.