



Susan's Lowcountry Non-Profit Corp.

~ Gift Acceptance Policy ~

Adopted On: October 25, 2025

Purpose:

The purpose of this policy is to provide guidelines for the acceptance of gifts and donations to Susan's Lowcountry Non-Profit Corp., further referenced in this document as the "Corporation," This policy ensures that all gifts given to or donated to the Corporation are consistent with the mission and values of the organization and are used to support its programs, services, initiatives, clients, and the community at large.

General Policy:

The Corporation encourages and accepts gifts that support its mission to enhance the quality of life for senior citizens and disabled veterans by providing free, accessible day trips and support services that foster social connection and joy. All gifts must align with the organization's values and ethical standards.

Types of Acceptable Gifts:

1. Cash and Cash Equivalents –

- Monetary donations in the form of cash, checks, electronic transfers, and credit card payments.

2. Tangible Personal Property –

- Gifts of tangible personal property, such as artwork, vehicles, equipment, supplies, auction items, etc. that are useful to the organization or can be readily sold at fair market value (appraisal values must be obtained and provided in writing by the donor of the item to the Corporation).

3. Securities –

- Publicly traded securities, including stocks and bonds, that can be sold promptly.

4. **Real Estate –**

- Real property that is free of encumbrances and can be sold or used by the organization (appraisal value of property must be obtained and provided in writing by the donor of the property to the Corporation).

5. **Planned Gifts –**

- Bequests, trusts, life insurance policies, and other planned giving vehicles.

6. **In-Kind Donations –**

- Non-monetary gifts such as services, expertise, and goods that support the organization's operations and programs.

Additional Types of Acceptable Gifts –

1. Donor-Advised Fund (DAF) Contributions:

Contributions received from Donor-Advised Funds (DAFs) are acceptable provided that the donation originates from a qualified sponsoring organization recognized by the IRS. No goods, services, or other benefits may be provided to the DAF donor or any related party in exchange for a DAF contribution. The Corporation will acknowledge receipt of such contributions to the sponsoring organization in compliance with IRS regulations but will not issue a charitable contribution receipt directly to the individual donor who recommended the grant unless specifically requested by the Third Party overseeing management of the DAF.

2. Grant Funding (Private, Corporate, Foundation, DAF, or Individual Sources):

The Corporation may accept grant funding from private foundations, corporations, donor-advised funds, and individual grantors. Grant funds may be **restricted or designated** (for a specific program, project, or purpose) or **unrestricted or non-designated** (for general operating support). Acceptance of grant funding is contingent upon the organization's ability to comply with the donor's intent and all reporting and expenditure requirements associated with the grant award.

3. Corporate Sponsorships:

Corporate sponsorships are acceptable when the support provided by a business or corporation aligns with the mission and values of the Corporation and does not conflict with its charitable purpose or create undue benefit to the sponsor. Sponsorships may include monetary or in-kind support in exchange for limited recognition (such as name or logo placement) consistent with IRS guidelines for qualified sponsorship payments. All corporate sponsorship arrangements shall comply with applicable IRS and State of Georgia regulations to ensure such payments are treated as charitable contributions and not as taxable advertising income.

Restricted and Unrestricted Gift Management –

The Corporation shall manage all gifts in accordance with the donor's intent and applicable accounting and reporting standards for nonprofit organizations. Gifts may be classified as either **restricted (designated)** or **unrestricted (non-designated)** at the time of acceptance.

- **Restricted/Designated Gifts:**

These are contributions or grants that the donor has specified must be used for a particular program, project, or purpose. Such funds will be recorded in the organization's accounting system as restricted and shall be used solely in accordance with the donor's written designation. Expenditures of restricted funds will be tracked separately and reported to the donor as required.

- **Unrestricted/Non-Designated Gifts:**

These are contributions provided without donor-imposed restrictions on use. Unrestricted funds may be applied at the discretion of the Board of Directors and Executive Leadership to support the organization's general operations, programs, or areas of greatest need.

Any proposed reallocation or modification of a donor restriction must be reviewed and approved by the Board of Directors, in consultation with legal or financial counsel if necessary, and must comply with applicable IRS regulations and State of Georgia charitable trust laws.

Organizational Review and Internal Approval Process:

1. **Initial Review –**

- All proposed gifts will be reviewed by the CEO, CFO, and / or internal leadership team at the Corporation to ensure they align with our mission and values and fall within gift acceptance compliance guidelines in accordance with the law.

2. **Board Approval –**

- Certain gifts, including real estate, closely held securities, and other non-standard gifts, will require approval by the Corporation's Board of Directors.

3. **Valuation and Receipts –**

- Donors are responsible for obtaining appraisals for gifts of property other than cash or publicly traded securities. The Corporation will provide an acknowledgment of the gift, including a description of the property, but will not assign a monetary value as this must be determined and identified by the donor.

Conditions for Declining Gifts:

The Corporation reserves the right to decline any gift that:

- Does not align with the organization's mission or values.
- Could result in a financial burden or liability to the organization.
- Could harm the reputation of the organization.
- Comes with usage restrictions or conditions that the organization cannot meet satisfactorily or that are inconsistent with its policies.
- Requires the organization to engage in acts of proselytization.

Usage of Gifts –

- All gifts will be used to further the Corporation's mission. Restricted and designated gifts will be used in accordance with the donor's wishes as long as they align with the organization's goals and capabilities and do not violate ethical fundraising practices.

Donor Recognition and Privacy –

- Donors will be recognized appropriately for their contributions, subject to the donor's preference for anonymity. The Corporation respects donor privacy and will not share personal information without consent.

Compliance and Ethical Standards –

- All fundraising activities and gift acceptance practices will comply with applicable laws and ethical standards. The Corporation adheres to our established Donor Bill of Rights and our Code of Ethics as established by the organization.

Review and Amendments –

- This policy will be reviewed periodically by the CEO, CFO, and internal leadership, as well as the Corporation's Board of Directors to ensure it remains current and effective. Amendments to the policy must be approved by the Board of Directors.

By adhering to this Gift Acceptance Policy, Susan's Lowcountry Non-Profit aims to foster responsible and transparent stewardship of all gifts and donations, ensuring that they are used effectively, honestly, transparently, and to the best of our ability to support our mission and create a positive impact in the lives of those we serve.