

JEWISH COMMUNITY CENTER OF GREATER COLUMBUS

SOLICITATION AND ACCEPTANCE OF GIFTS POLICY

JCC solicits and accepts gifts that are consistent with its mission and that support its core programs, as well as special projects.

JCC solicitations will be accurate, truthful and candid. Solicitation materials shall comply with federal and state requirements for solicitations.

Donations will generally be accepted from individuals, partnerships, corporations, foundations, government agencies, or other entities without limitations—unless acceptance of gifts from a specific source is inconsistent with the mission of JCC.

In the course of the regular funding activities, JCC will accept donations of the following: money, securities, real property and personal property.

Certain types of gifts must be reviewed prior to their being accepted because they will create liabilities or impose special obligations on JCC. The types of gifts that will require review, and the review process, are as follows:

1. Gifts of real property—land and/or buildings may only be accepted upon approval of the Executive Director and the Executive Committee of JCC Board of Trustees.
2. Gifts of personal property
 - a. Personal property such as automobiles, furniture, business equipment, etc. may only be accepted upon approval of the Executive Director and the President of the JCC Board of Trustees.
 - b. Gifts of Jewelry and gems; paintings and artwork require an appraisal be provided at the expense of the donor. These gifts may only be accepted upon approval of the Executive Director and President of the Board of Trustees in consultation with a JCC Arts committee.
3. Gifts of securities—stocks, bonds, or other securities may only be accepted upon approval of the JCC Executive Director and the Chief Finance Officer.
4. Restricted gifts—gifts that may only be used for restrictive purposes may only be accepted upon approval of the JCC Executive Director, its Chief Financial Officer, and President and Treasurer of the JCC Board of Trustees.
5. Unusual gifts—Gifts are that are out of the ordinary, such that they differ significantly from the amounts or types of gifts that are routinely received by the organization, may only be accepted upon approval of the Executive Director and the JCC's Executive Committee.

The policy for items 1 – 5 above may be waived by the Executive Director for gifts of under a \$5000 value.

JCC may elect to refuse gifts of cash, securities, real estate, or other items of value if there is reason to believe that such gifts are incompatible with the mission of the organization, conflict with its core values, or would create a financial, administrative or programmatic burden. The Executive Director is directed to refer questionable gifts to the JCC's Executive Committee Members for guidance on a case-by-case basis. Employees of the organization are encouraged to bring to the attention of the Executive Director, or Associate Director, any concerns they may have about the appropriateness of accepting any gift.

JCC will record a gift received by the JCC at its valuation for gift purposed on the date of the gift.

JCC may elect to refuse gifts of any type if the potential gift poses a conflict of interest—including but not limited to real conflicts of interest, appearances of conflicts of interest or perceived conflicts of interest.

JCC will follow the Donor Bill of Rights (developed by American Association of Fund Raising Counsel, Association for Healthcare Philanthropy, the Council for Advancement and Support of Education, and the Association of Fundraising Professionals). *Attached here to and incorporated by reference therein.

When funds are accepted with restrictions, said restrictions will be honored.

Requests by donors to remain anonymous have their names removed from mailing lists, or to restrict appeals will be honored. Information about donors will be kept private and will not be made public. Donors will not be subject to excessive pressure when solicited for contributions.

JCC Executive Director will approve all fundraising activity conducted by any staff, volunteers, consultants, board members, contractors, and others soliciting on behalf of the JCC organization.

Accepted by the Gifts Acceptance Task Force on May 6, 2014

Approved by the JCC Board of Trustees on September 15, 2015

A Donor Bill of Rights

PHILANTHROPY is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To ensure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the non-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

I.

To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.

II.

To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities

III.

To have access to the organization's most recent financial statements.

IV.

To be assured their gifts will be used for the purposes for which they were given.

V.

To receive appropriate acknowledgement and recognition.

VI.

To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.

VII.

To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.

VIII.

To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.

IX.

To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.

X.

To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

DEVELOPED BY:

Association of Fundraising Professionals (AFP)
Association for Healthcare Philanthropy (AHP)
Council for Advancement and Support of Education (CASE)
Giving Institute: Leading Consultants to Non-Profits

ORIGINALLY ENDORSED BY:

Independent Sector
National Catholic Development Conference (NCDC)
National Committee on Planned Giving (NCPG)
Council for Resource Development (CRD)
United Way of America

Adopted in 1993

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