

## **Gift Acceptance Policy**

Acceptance of any contribution, gift or grant is at the discretion of Start2Finish. Start2Finish will not accept any gift unless it can be used or expended consistently with the purpose and mission of the Organization.

No irrevocable gift, whether outright or life-income in character, will be accepted if under any reasonable set of circumstances the gift would jeopardize the donor's financial security.

Start2Finish will refrain from providing advice about the tax or other treatment of gifts and will encourage donors to seek guidance from their own professional advisors to assist them in the process of making their gift.

Start2Finish will accept donations of cash or publicly traded securities. Gifts of in-kind services will be accepted at the discretion of Start2Finish.

Certain other gifts, real property, personal property, in-kind gifts, non-liquid securities, and contributions whose sources are not transparent or whose use is restricted in some manner, must be reviewed prior to acceptance due to the special obligations raised or liabilities they may pose for Start2Finish.

Start2Finish will provide acknowledgments to donors meeting CRA substantiation requirements for in-kind gifts and gifts of property received by the charity. No value shall be ascribed to any receipt or other form of substantiation of a gift of property. A value may be ascribed to a receipt for an in-kind gift received by Start2Finish if: 1. Written proof of fair-market value is provided by the donor according to CRA guidelines, and 2. Start2Finish has confirmed in writing that the gift is eligible for a receipt.

Start2Finish will respect the intent of the donor relating to gifts for restricted purposes and those relating to the desire to remain anonymous. With respect to anonymous gifts, Start2Finish will restrict information about the donor to only those staff members with a need to know. With respect to gifts for restricted purposes, such gifts will be used for the designated purpose unless the specified purpose has already been fulfilled, in which case the gift will be used toward the Start2Finish program where it is needed most.

Start2Finish will not compensate, whether through commissions, finders' fees, or other means, any third party for directing a gift or a donor to Start2Finish.

### ***Revision History***

*Start2Finish adopted this Gift Acceptance Policy as of April 2016.*