Charitable Giving Regulations  
University of Pennsylvania Student Activities Council

Gifts from SAC-recognized groups to charitable organizations are permissible if the following qualifications are met:

1. Gifts are restricted to group revenue and in general may not exceed 50% of the group’s total revenues. Exceptions to this maximum will be determined in consultation with the Office of Student Affairs.
2. The gift must be made to a registered 501(c)(3) charitable organization and be approved by the University. Donations to political organizations, including campaigns, political parties, and political action committees, are not allowed.
3. Student groups must demonstrate that a majority of the membership of the group support making this donation.
4. Student groups must certify that the organization and individual members of the group have no financial interest in, or any management responsibility for, the receiving organization so that there is no real or perceived conflict of interest in donating to the receiving organization. If there are members of the student group who may have a conflict of interest, disclosure of that potential conflict to SAC Exec is mandatory so that any possible conflict can be appropriately managed.
5. Student groups must provide a rationale for the gift, including an explanation of how the recipient was selected, the amount proposed, and a description of the connection between the group and the receiving organization, if any.

There is no maximum or minimum amount that groups may donate to charitable organizations; however, donations should not place groups in poor financial standing. The SAC Executive Board may waive one or more of these requirements for specific groups in extenuating circumstances.

In submitting donations for approval, groups should provide:

1. The name, purpose, and location of the receiving organization.
2. The amount of the donation they wish to make.
3. A document demonstrating the support of their group’s general body or executive board.
4. A certification that no group members have conflicts of interests or a disclosure of any conflicts of interest.
5. A rationale for the choice of receiving organization and donation amount.