



Big Brothers Big Sisters of Central Indiana

Gift Acceptance Policy

Big Brothers Big Sisters of Central Indiana, a not for profit organization organized under the laws of the State of Indiana, encourages the solicitation and acceptance of gifts to Big Brothers Big Sisters of Central Indiana (hereinafter referred to as the BBBSCI) for purposes that will help BBBSCI to further and fulfill its mission. The following policies and guidelines govern acceptance of gifts made to BBBSCI or for the benefit of any of its programs.

BBBSCI prefers unrestricted gifts; however, it recognizes and encourages appropriate collaborations with a variety of stakeholders, including donors, which ensure careful control of the content and integrity of its programs and fiscal responsibility.

The mission of Big Brothers Big Sisters of Central Indiana is to develop mentors committed to helping boys and girls grow into the next generation of caring, confident, and competent adults.

I. Purpose of Policies and Guidelines

The Board of Directors of Big Brothers Big Sisters of Central Indiana and its staff solicit current and deferred gifts from individuals, corporations, and foundations to secure the future growth and missions BBBSCI. These policies and guidelines govern the acceptance of gifts by BBBSCI and provide guidance to prospective donors and their advisors when making gifts to BBBSCI. The provisions of these policies shall apply to all gifts received by BBBSCI for any of its programs or services.

II. Use of Legal Counsel

BBBSCI should seek the advice of tax and/or legal counsel where appropriate. It is recommended that BBBSCI consult with legal counsel for gifts of real estate, closely held stock or partnership or limited liability company interests and intellectual property interests. Legal counsel also should be consulted before BBBSCI agrees to serve as trustee of a trust.

BBBSCI will encourage donors to seek independent legal or tax counsel before making a gift. BBBSCI will clarify with the donor under what circumstances, if any, it will pay for legal or professional fees with respect to completing a gift.

III. Gift Acceptance Policies

BBBSCI accepts gifts of cash and marketable securities and, at the discretion of the Board of Directors, remainder and lead interests in trusts, real estate, closely held securities, tangible items, retirement plans through bequests or beneficiary designation and life insurance. Tangible items offered to BBBSCI may be accepted if they can be readily sold or if they are of “related use.”

BBBSCI reserves the right to refuse any gift that it believes is too restrictive in purpose or not in its best interest. The acceptance of a questionable gift or the decision to fulfill a questionable request from a donor will be brought to the Board of Directors. The Board’s discussion will be guided by consistency with our mission and preservation of our goodwill in the community.

BBBSCI will not accept any gift that violates any federal, state, local law or ordinance.

IV. Gift Acknowledgements

Acknowledgement of all gifts made to BBBSCI will be in compliance with current IRS requirements as stated in the following IRS Publications:

- IRS Publication 526 Charitable Contributions
- IRS Publication 561 Determining the Value of Donated Property

V. Gift Acceptance Policy Changes

These Policies and Guidelines have been reviewed and accepted by the Board of Directors of Big Brothers Big Sisters of Central Indiana (BBBSCI). The Board must approve any changes to or deviations from these policies.

Approved by the Board of Directors of Big Brothers Big Sisters of Central Indiana (BBBSCI) on the 21st day of May 2009.