

## POLICY STATEMENT

**Subject:** Gift Acceptance Policy

**Authority to amend/repeal:** Board of Directors

**Date Approved:** October 23, 2009

**Reference:** Internal Revenue Service Code § 501(c)(3).170  
Crossroads' Articles of Incorporation

---

### POLICY

It is the policy of Crossroads Diversified Services, Inc., that the organization may accept all gifts that fit the charitable mission as defined by the Internal Revenue Service, and described in the Articles of Incorporation of Crossroads Diversified Services, Inc.

#### Types of Gifts Accepted:

- **Current Gifts.** A current gift involves the donor's transfer of money or property to the charity, without the receipt of consideration or economic benefit.
- **Split interest Gifts.** A split-interest gift involves the donor's irrevocable transfer of an interest in an asset to the charity, but the donor generally retains either an income stream or the remainder interest.
- **Charitable Bequests.** A charitable bequest involves the donor's transfer of money or property to the charity *at the donor's death*, either through the donor's will or trust. The donor uses or controls the asset during his or her entire lifetime.
- **Inconsequential Current Gifts.** Current gifts with a value of \$100.00 or less, without the receipt of consideration or economic benefit, not identified by the donor as a charitable donation or a gift to the organization, e.g., items such as coupons, gift cards, various marketing and promotional handouts.

Gifts, except inconsequential current gifts, which are counter to or beyond the scope of the organization's mission and purpose will be rejected.

#### Authority to Receipt Gifts

The President/CEO shall receipt all gifts and bequests, except inconsequential current gifts.

Crossroads Diversified Services, Inc.  
Gift Acceptance Policy

Inconsequential current gifts may be accepted by any director, officer or employee of the organization provided such recipient does not provide the donor real or apparent consideration or economic benefit.

Where a gift exceeds \$100.00 in value, or is a bequest of any value, the President/CEO shall receipt the gift and notify the Governance Committee of the gift, at its next scheduled meeting. The Governance Committee is authorized to take such action in response as is necessary to ensure the gift is consistent with this policy.

Written Disclosure Statement

The President/CEO shall provide each donor of gifts, except inconsequential current gifts, a written disclosure statement which must:

1. Inform the donor that the amount of the contribution that is deductible for federal income tax purposes is limited to the excess of any money (and the value of any property other than money) contributed by the donor over the value of goods or services provided by the charity, and
2. Provide the donor with a good faith estimate of the value of the goods or services that the donor received.

Exclusive Rights to Manage

Upon receipt of a gift, except for bequests, Crossroads Diversified Services, Inc. retains exclusive ownership of, and rights to manage the gift in accordance with the legitimate and agreed to purposes of the donor, or in the absence of such purpose, according to the interests of the organization.

The organization reserves the right to consult legal counsel in any proceedings involving gifts.