

PURPOSE

The purpose of this policy is to ensure a defined and thorough process for decisions regarding the acceptance of gifts to Healthy Acadia that are potentially controversial, and to communicate to the public, including prospective and current donors, that Healthy Acadia reserves the right to refuse any gift that is not deemed appropriate in serving our mission and programs.

POLICY

Healthy Acadia is a non-profit 501(c)(3) organization which benefits in many ways from the generosity of members of our community who provide gifts that include financial contributions and many types of non-cash donations. We solicit and accept gifts and grants that are consistent with and serve to further our mission. Donations may be accepted from individuals, partnerships, corporations, foundations, government agencies, or other entities. In the course of our regular fundraising activities, Healthy Acadia may accept gifts of money, real property, personal property, stock, gifts of securities, and in-kind items or services.

Certain types of gifts must be reviewed prior to acceptance due to the special liabilities they may pose for Healthy Acadia. Whereas there is the potential for controversy if certain gifts are accepted, the organization has adopted the following Gift Acceptance procedure.

PROCEDURE

When considering whether to solicit or accept gifts, Healthy Acadia will consider the following factors:

- Values - whether the acceptance of the gift compromises any of the core values of Healthy Acadia;
- Compatibility - whether there is compatibility between the intent of the donor and the organization's use of the gift;
- Public Relationships - whether acceptance of the gift damages the reputation of Healthy Acadia;
- Primary Benefit - whether the primary benefit is to Healthy Acadia, versus the donor;
- Consistency - whether acceptance of the gift is consistent with prior practice;
- Form of Gift - whether the gift offered is in a form that Healthy Acadia can use without incurring substantial expense or difficulty; and
- Effect on Future Giving - whether the gift will encourage or discourage future gifts.

All decisions to solicit and/or accept potentially controversial gifts will follow this process:

- Development Director (and/or other key staff) will identify gift(s) that are potentially controversial
- Development Director, Finance Director and Executive Director will review identified gift(s) to determine whether or not potential controversy exists
- If potential controversy is determined, the gift(s) in question will be presented to Healthy Acadia's Board of Directors. The Board, in consultation with the Executive Director, Development Director, and Finance Director, will make a final determination on the controversy and next steps in accepting or refusing the gift. This can be done during a Board meeting, at a specially called Board meeting, or by email, per HA By-Laws.

Healthy Acadia reserves the right to refuse any gift that is not deemed appropriate in serving our mission and programs. For more information, or to discuss options for giving to support Healthy Acadia's mission and programs, please contact Shoshona Smith, Development Director, at Shoshona@HealthyAcadia.org or (207) 667-7171 Ext. 210.