

Gateway Public Schools Gift Acceptance Policy

Gateway Public Schools actively solicits gifts and grants to further the mission of the organization. Whereas there is the potential for controversy if certain gifts are accepted, the organization has adopted the following Gift Acceptance Policy:

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

- **Values** – whether the acceptance of the gift compromises any of the core values of Gateway Public Schools, including, but not limited to: charter and district schools working in community and partnership; community-centric fundraising; antiracism and race equity; and the belief that all people belong and have the right to show up as their whole self to school and work.
- **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 Gateway Public Schools
- **Primary Benefit** – whether the primary benefit is to Gateway Public Schools, versus the donor
- **Consistency** – is acceptance of the gift consistent with prior practice?
- **Form of Gift** – Is the gift offered in a form that Gateway Public Schools can use without incurring substantial expense or difficulty?
- **Effect on Future Giving**—Will the gift encourage or discourage future gifts?
- **Undue burden** – Will the gift create a financial, administrative, or programmatic burden?

All decisions to solicit and/or accept potentially controversial gifts will be made by the Executive Committee of the Board in consultation with the Executive Director. The primary objective of this policy and the Executive Committee is to balance the fiscal impact of a gift with the cultural and values-based impact a gift may have on the organization. Gateway may elect to refuse gifts of any type if the potential gift poses a conflict of interest – including but not limited to real conflicts of interests, appearances of conflicts of interest, or perceived conflicts of interest.

Gifts Generally Accepted Without Review

Cash. Cash gifts are acceptable in any form, including by check, money order, credit card, or on-line. Donors wishing to make a gift by credit card must provide the card type, card number, expiration date, and name of the card holder as it appears on the credit card.

Marketable Securities. Marketable securities may be transferred electronically to an account maintained at one or more brokerage firms or delivered physically with the transferor's endorsement or signed stock power (with appropriate signature guarantees) attached. All marketable securities will be sold promptly upon receipt unless otherwise directed by Gateway Public Schools Investment Committee. In some cases, marketable securities may be restricted, for example, by applicable securities laws or the terms of the proposed gift; in such instances the decision whether to accept the restricted securities shall be made by the Executive Committee.

Bequests and Beneficiary Designations under Revocable Trusts, Life Insurance Policies, Commercial Annuities and Retirement Plans. Donors are encouraged to make bequests to Gateway Public Schools under their wills, and to name Gateway Public Schools as the beneficiary under trusts, life insurance policies, commercial annuities and retirement plans.

Charitable Remainder Trusts. Gateway Public Schools will accept designation as a remainder beneficiary of charitable remainder trusts.

Charitable Lead Trusts. Gateway Public Schools will accept designation as an income beneficiary of charitable lead trusts.

Gifts Accepted Subject to Prior Review

Certain forms of gifts or donated properties may be subject to review prior to acceptance. Examples of gifts subject to prior review include, but are not limited to:

In-Kind Donations. All in-kind donations shall be reviewed by the Chief Development Officer, Executive Director, school leaders and/or department/program leadership to determine need. In-kind donations will be given the following considerations: Is this a current need for the organization? Are there costs associated with receiving, maintaining or

repairing the items donated? Do the actual or estimated costs associated with accepting the gift outweigh the value of the in-kind contribution to the organization?

Tangible Personal Property. The Executive Committee shall review and determine whether to accept any gifts of tangible personal property in light of the following considerations: does the property further the organization's mission? Is the property marketable? Are there any unacceptable restrictions imposed on the property? Are there any carrying costs for the property for which the organization may be responsible? Is the title/provenance of the property clear?

Life Insurance. Gateway Public Schools will accept gifts of life insurance where Gateway Public Schools is named as both beneficiary and irrevocable owner of the insurance policy. The donor must agree to pay, before due, any future premium payments owing on the policy.

Real Estate. All gifts of real estate are subject to review by the Executive Committee. Prior to acceptance of any gift of real estate other than a personal residence, Gateway Public Schools shall require an initial environmental review by a qualified environmental firm. In the event that the initial review reveals a potential problem, the organization may retain a qualified environmental firm to conduct an environmental audit. Criteria for acceptance of gifts of real estate include: Is the property useful for the organization's purposes? Is the property readily marketable? Are there covenants, conditions, restrictions, reservations, easements, encumbrances or other limitations associated with the property? Are there carrying costs (including insurance, property taxes, mortgages, notes, or the like) or maintenance expenses associated with the property? Does the environmental review or audit reflect that the property is damaged or otherwise requires remediation?

Generally, real estate donated to Gateway will be immediately put up for sale and the funds from the sale will be put towards the general fund for operating costs or strategic initiatives of the organization. Gateway may use donated commercial property for programmatic reasons, but the organization is not in the business of property management or real estate.

Gateway Public Schools does not solicit or accept donations that go against the organization's anti-discrimination policy:

Companies or individuals that promote, endorse or participate in harassment, discrimination, and retaliation based upon: race; color; gender (including gender identity,

gender expression, and transgender identity, whether or not the employee is transitioning or has transitioned); sex (including pregnancy, childbirth, breastfeeding, and related medical conditions); religious creed (including religious dress and grooming practices); marital/registered domestic partner status; age (forty (40) and over); national origin or ancestry (including native language spoken and possession of a driver's license issued to persons unable to prove their presence in the U.S. is authorized by federal law); physical or mental disability (including HIV and AIDS); medical condition (including cancer and genetic characteristics); taking a leave of absence authorized by law; genetic information; sexual orientation; military and veteran status; or any other consideration made unlawful by federal, state, or local laws.

Additionally, Gateway does not accept donations from:

- Wal-Mart and its affiliated foundations and individuals
- Soft drink companies
- Oil, gas, or mineral related companies
- Tobacco and vaping-related companies
- Beer, wine, liquor or marijuana companies if the funds or in-kind contributions require branding, promotion or public listing of the company's name

For questions related to our gift acceptance policy and making your contribution to Gateway, please contact Chanda Lockhart, Chief Development Officer, at chanda@gatewayps.org.