

ENVISION UTAH GIFT ACCEPTANCE POLICY

Envision Utah solicits and accepts charitable contributions that will further and fulfill its mission. While Envision Utah prefers unrestricted gifts, it recognizes and encourages appropriate collaborations with a variety of stakeholders, including private and public donors, which ensures careful control of the content and integrity of its programs and fiscal responsibility.

Envision Utah encourages donors to seek their own legal or tax counsel before making a gift. Envision Utah is unable to provide legal or tax advice.

Envision Utah accepts gifts of cash and marketable securities (all marketable securities will be sold promptly upon receipt unless otherwise directed by Envision Utah's Executive Committee), or in-kind support.

Gifts in the form of remainder and lead interests in trusts, real estate, personal property, closely held securities, tangible items, retirement plans through bequests or beneficiary designation and life insurance will be accepted only after review by the Executive Committee. The Executive Committee meets every month (with the exception of July) and may review such gifts then. In determining whether to accept tangible items, Envision Utah will consider factors such as the age and condition of the item, evidence of ownership, delivery requirements, etc. Envision Utah will clarify with the donor under what circumstances, if any, it will pay for legal or professional fees with respect to completing a gift.

Envision Utah 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 Executive Committee. The Executive Committee's discussion will be guided by the goal to be consistent with our mission and preservation of our goodwill in the community.

Donor Imposed Restrictions

It is the policy of the Envision Utah to comply with and accept donor restricted contributions if those restrictions fall within the purpose and operations of the organization.

The types of restrictions that are typical are as follows:

1. Time restriction
2. Purpose restriction
3. Both purpose and time restrictions

Envision Utah should receive in writing from the donor their specific restriction requests and make a determination as to the acceptability of the restrictions.

Envision Utah will deem all contributions that are accompanied without explicit donor instructions as to restrictions to be unrestricted and used for any purpose within the operations of the organization.

The recording and reporting of individual donor restricted contributions will be maintained in the accounting system of Envision Utah.

Donor Recognition

It is the policy of Envision Utah to acknowledge all donations with a thank you letter that complies with the current IRS guidelines. As a policy the organization will acknowledge each donation at the time of receipt. Donors will also be recognized in Envision Utah's annual report, on the organization's website, and on any project materials that relate directly to the gift. The organization will honor a donor's wish to have the exact donation amount kept confidential on public documentation, such as a year-end report, the organization's website, and other project websites. Envision Utah typically will not accept anonymous gifts wherein the donor's name is withheld from external organizational documents.

This Gift Acceptance Policy supersedes all previous Envision Utah Gift Acceptance Policies and Grant Review Policies. This Gift Acceptance Policy will be reviewed yearly by Envision Utah's Executive Committee.

Date approved by Executive Committee: August 15th, 2019