

<b>Policy Title:</b>	<b>Acceptance and Solicitation of Gifts and Contributions - The Foundation- SVHC</b>	<b>Policy ID</b>	<b>1140</b>
<b>Department</b>	<b>*Foundation</b>		
<b>Keywords</b>	<b>Not Set</b>		

**I. Purpose of Policy**

To enhance the building and maintenance of relationships with donors, to maximize the potential for philanthropic support to further strategic, system-wide goals and to ensure that contributions are recorded, reported, acknowledged and expended in accordance with principals of sound stewardship

**II. Policy Scope**

President & CEO, acting through the Vice President of Corporate Development

**III. Definitions**

Not Applicable

**IV. Policy Statement**

- A. The Board of Trustees has the ultimate authority for approving the solicitation of all gifts and contributions, including grants and corporate underwriting, and for authorizing their acceptance.
- B. The Board of Trustees has delegated the the President & CEO, acting through the Vice President of Corporate Development, the authority to solicit and accept gifts and contributions of cash and marketable securities that further the strategic goals and objectives of the corporation. The solicitation and acceptance of contributions of real estate and other tangible or intangible property, including closely held stock, will be subject to the approval of the Board of Trustees generally acting upon the recommendation of the Finance Committee. The solicitation and acceptance of contributions for additional capital equipment needs will be in keeping with priorities established by the President & CEO and will be subject to the approval of the Board of Trustees, generally acting upon the recommendation of the Finance Committee.
- C. The solicitation and acceptance of gifts of stock is further governed by the policy on acceptance of gift of stock.

- D. The solicitation and acceptance of gift annuities is further governed by the policy on charitable gift annuities.
- E. The solicitation and acceptance of gifts that are permanently restricted are further governed by the policy on named funds.
- F. The Vice President of Corporate Development shall maintain adequate and confidential records for all gifts and contributions, establish and maintain procedures for their timely receipt and acknowledgment in adherence with applicable regulations of the Internal Revenue Service, and provide reports upon request to the Board of Trustees.

**V. References**

<b>Responsible Owner:</b>	Leslie Keefe	<b>Original Creation Date</b>	04/07/1992
<b>Approved By:</b>	PolicyTech Oversight Committee, Leslie Keefe	<b>Last Modified</b>	08/01/2018
<b>Approval Date:</b>	08/07/2018	<b>Next Periodic Review</b>	08/22/2019
<b>Related Polices &amp; Procedures:</b>	<a href="#">Named Funds - The Foundation- SVHC</a>		
<b>Related Job Aids:</b>	<a href="#">Charitable Donation and Support Application Form- The Foundation - SVHC</a>		