
GIFT ACCEPTANCE POLICY

California Pacific Charter Schools (CPCS) accepts gifts for purposes that will help the organization further and fulfill its mission. CPCS urges all prospective donors to seek the assistance of personal legal and financial advisors in matters relating to their gifts, including the resulting tax consequences. The following policies and guidelines govern acceptance of gifts made to CPCS for the benefit of any of its operations, programs or services.

Donations will only be accepted upon approval of the Board of Directors at a public board meeting. The board meeting agenda will state the pertinent information regarding the donation including the name of the donor and any other information necessary for public notice. The Board of Directors will ensure that no donation accepted will be in conflict with the Board's obligation under the conflict of interest policy and the individual members' financial disclosure requirements in the Statement of Economic Interest.

Use of Legal Counsel - CPCS will seek the advice of legal counsel in matters relating to acceptance of gifts when appropriate. Review by counsel is recommended for:

- A. Transactions with potential conflicts of interest.
- B. Primary Benefit - whether the primary benefit is to CPCS, versus the donor.
- C. Public Relationships - whether acceptance of the gift damages the reputation of CPCS.

Restrictions on Gifts - CPCS will not accept gifts that (a) would result in CPCS violating its corporate charter, (b) would result in CPCS losing its status as an IRC § 501(c)(3) not-for-profit organization, (c) would result in any unacceptable consequences for CPCS, or (d) are for purposes outside CPCS's mission. Decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the Board of Directors, in consultation with the Executive Director. The primary consideration will be the impact of the gift on the organization.

Gifts Generally Accepted Without Review of Legal Counsel - Gifts without donor restrictions are acceptable by check, money order, wire transfer, or ACH. Donors wishing to make a gift by ACH must request banking information from the Assistant Director of Fiscal Services. Appropriate documentation regarding the donation must be provided prior to the donation being made.

Gifts Generally Not Accepted -

- A. Gifts of real property, personal property or securities may not be accepted by CPCS. Such gifts are too difficult or too expensive to administer in relation to their value.
- B. Gifts requiring CPCS to assume financial or other obligations will not be accepted.
- C. Documents naming CPCS as trustee or requiring CPCS to act in any fiduciary capacity will not be accepted.