

**Gift Acceptance Policy
of
Military Veterans Resource Center**

As part of its conflict of interest policy, Military Veterans Resource Center requires that directors, officers, employees and volunteers decline to accept certain gifts, consideration or remuneration from individuals or companies that seek to do business with [NONPROFIT] or are a competitor of it.

Acceptance of any contribution, gift or grant is at the discretion of Military Veterans Resource Center (the Organization). The Organization will not accept any gift unless it can be used or expended consistently with the purpose and mission of the Organization.

The Organization will not provide advice about the tax or other treatment of gifts and will encourage donors to seek guidance from their own professional advisors to assist them in the process of making their gift or contribution.

The Organization will accept donations of cash, publicly traded securities and in-kind products or services at the discretion of the Organization. Certain other gifts, real property, personal property, in-kind gifts, non-liquid securities and contributions whose sources are not transparent or whose use is restricted in some manner, must be reviewed prior to acceptance due to the special obligations raised or liabilities they may pose for the Organization.

The Organization will provide acknowledgments to donors meeting IRS substantiation requirements for property received by the charity as a gift. However, except for gifts of cash and publicly traded securities, no value shall be ascribed to any receipt or other form of substantiation of a gift, donation or contribution received by the Organization.

The Organization will respect the intent of the donor relating to gifts for restricted purposes and those relating to the desire to remain anonymous. With respect to anonymous gifts, the Organization will restrict information about the donor to only those staff members with a need to know.

The Organization will not compensate, whether through commissions, finders' fees, or other means, any third party for directing a gift or a donor to the Council of Nonprofits.

Except as approved by the Executive Director, or for gifts of a value less than \$50 which could not be refused without discourtesy, no director, officer, employee or volunteer may accept gifts, entertainment or other favors from any person or entity which:

- a. Does or seeks to do business with Military Veterans Resource Center
- b. Does or seeks to compete with Military Veterans Resource Center, or
- c. Has received, is receiving, or is seeking to receive, a contract or other transaction with Military Veterans Resource Center.

At the end of each fiscal year, each Director and key employee of the Organization shall provide a signed agreement that he or she has read this Gift Acceptance Policy and thereby certifies that he/she has not received any improper gifts, entertainment or other favors during the preceding fiscal year.

Approved: September 4, 2014