



GIFT ACCEPTANCE POLICY

The Watch Hill Conservancy accepts gifts, defined as an irrevocable transfer of assets that is not subject to a reciprocal exchange, for purposes which help to further and fulfill its mission. The organization urges all prospective donors to seek the assistance of personal legal and financial advisors in matters relating to their gifts, including any resulting tax or estate planning consequences.

All decisions to accept gifts will be made by The Watch Hill Conservancy Executive Committee in consultation with the Executive Director. The primary consideration will be the impact of the gift on the organization. The Watch Hill Conservancy will seek the advice of legal counsel in matters relating to acceptance of gifts as necessary.

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

- **Values.** Whether the acceptance of the gift compromises any core values of The Watch Hill Conservancy.
- **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 The Watch Hill Conservancy.
- **Primary Benefit.** Whether the primary benefit is to The Watch Hill Conservancy versus the donor.
- **Consistency.** Is acceptance of the gift consistent with prior practice?
- **Form of Gift.** Is the gift offered in a form that The Watch Hill Conservancy can use without incurring substantial expense or difficulty?
- **Effect on Future Giving.** Will the gift encourage or discourage future gifts?

The following policies and guidelines govern acceptance of gifts made to The Watch Hill Conservancy for the benefit of any of its operations, programs or services. Gifts will generally be accepted from individuals, partnerships, corporations, and foundations.

Restrictions on Gifts

The Watch Hill Conservancy will not accept gifts that (a) would result in The Watch Hill Conservancy violating its charter, (b) would result in The Watch Hill Conservancy losing its status as a 501(c)(3) not-for-profit organization, (c) are too difficult or too expensive to administer in relation to their value, (d) would result in any unacceptable consequences for The Watch Hill Conservancy, or (e) are for purposes outside The Watch Hill Conservancy's mission. Decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the Executive Committee, in consultation with the Executive Director.

Generally Accepted Gifts

- **Cash.** Cash gifts are accepted in any form, including by check, money order, credit card, or on-line. Donors wishing to make a gift by credit card must provide credit card type (e.g. Visa, Mastercard, American Express), card number, expiration date, name of the card holder as it appears on the credit card, and billing address.
- **Bequests and Beneficiary Designations under Revocable Trusts and Retirement Plans.** Donors are encouraged to make bequests to The Watch Hill Conservancy under their wills, and to name The Watch Hill Conservancy as the beneficiary under trusts, commercial annuities and retirement plans.

- **Life Insurance.** The Watch Hill Conservancy will accept gifts of life insurance where The Watch Hill Conservancy is named 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.

- **Stock.** Publicly traded stock can be transferred electronically to a brokerage firm account. All stock will be sold promptly upon receipt unless otherwise directed by The Watch Hill Conservancy Executive Committee and is valued at the selling price on the date control of the asset is relinquished. In some cases stocks may be restricted by applicable securities laws or terms of the proposed gift; in such instances the decision whether to accept the restricted securities shall be made by the Executive Committee.

Unrestricted Donations

The Watch Hill Conservancy will accept an unrestricted gift as a donation given without any donor-imposed restrictions on how the funds can be used. The organization can use these funds at its discretion for any purpose consistent with its mission and priorities. This can include general operating costs.

Restricted Donations

The Watch Hill Conservancy will only accept a restricted gift if it can comply with the donor's conditions and ensure the funds are used in a way that supports the organization's mission. The Watch Hill Conservancy must be able to manage the restrictions cost-effectively and ensure the gift's purpose is not too narrow to be impractical. In such instances the decision whether to accept the restricted donation shall be made by the Executive Committee.