Power of Humans, Inc. Gift Acceptance Policy

Power of Humans, Inc. solicits and accepts gifts for purposes that will help the organization further and fulfill its mission. Power of Humans, Inc. urges all prospective donors to seek the assistance of personal legal and financial advisors in matters relating to their gifts, including the resulting tax and estate planning consequences. The following policies and guidelines govern acceptance of gifts made to Power of Humans, Inc. urges for the benefit of any of its operations, programs or services.

Use of Legal Counsel: Power of Humans, Inc. urges will seek the advice of legal counsel in matters relating to acceptance of gifts when appropriate.

- Review by counsel is recommended for:
  - Gifts of securities that are subject to restrictions or buy-sell agreements.
  - Documents naming Power of Humans, Inc. as trustee or requiring Power of Humans, Inc. urges to act in any fiduciary capacity.
  - Gifts requiring Power of Humans, Inc. to assume financial or other obligations.
  - Transactions with potential conflicts of interest.
  - Gifts of property which may be subject to environmental or other regulatory restrictions.

Restrictions on Gifts: Power of Humans, Inc. will not accept gifts that:

- Would result in Power of Humans, Inc. losing its status as an IRC § 501(c)(3) not-for-profit organization.
- Are too difficult or too expensive to administer in relation to their value.
- Would result in any unacceptable consequences for Power of Humans, Inc.
- Are for purposes outside Power of Humans, Inc. stated mission.

Decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the Executive Leadership team.

Gifts Generally Accepted Without Review:

- Financial contributions
  - Cash gifts are acceptable in any form, including by check, money order, credit card, or on-line. Donors wishing to make a gift by credit card must provide the card type (e.g., Visa, MasterCard, American Express), card number, expiration date, and name of the card holder as it appears on the credit card.
  - Marketable securities may be transferred electronically to an account maintained at one or more brokerage firms or delivered physically with the transferor's endorsement or signed stock power (with appropriate signature guarantees) attached. All marketable securities will be sold promptly upon receipt unless otherwise directed by Power of Humans, Inc. Executive Leadership. In some cases, marketable securities may be restricted, for example, by applicable securities laws or the terms of the proposed gift; in such instances the decision whether to accept the restricted securities shall be made by the Executive Leadership.

- Donors are encouraged to make bequests to Power of Humans, Inc. under their wills, and to name Power of Humans, Inc. as the beneficiary under trusts, life insurance policies, commercial annuities and retirement plans.
- Power of Humans, Inc. will accept designation as a remainder beneficiary of charitable remainder trusts.
- Power of Humans, Inc. will accept designation as an income beneficiary of charitable lead trusts.

Gifts Accepted Subject to Prior Review:

- Certain forms of gifts or donated properties may be subject to review prior to acceptance. Examples of gifts subject to prior review include, but are not limited to:
  - Tangible Personal Property. The Executive Leadership Team shall review and determine whether to accept any gifts of tangible personal property in light of the following considerations:
    - Does the property further the organization's mission?
    - Are there any unacceptable restrictions imposed on the property?
    - Are there any carrying costs for the property for which the organization may be responsible?
    - Is the title/provenance of the property clear?
  - Life Insurance. Power of Humans, Inc. will accept gifts of life insurance where Power of Humans, Inc. is named as 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.
  - Real Estate. All gifts of real estate are subject to review by the Executive Leadership Team. Prior to acceptance of any gift of real estate other than a personal residence, Power of Humans, Inc. shall require an initial environmental review by a qualified environmental firm. In the event that the initial review reveals a potential problem, the organization may retain a qualified environmental firm to conduct an environmental audit. Criteria for acceptance of gifts of real estate include:
    - Is the property useful for the organization's purposes?
    - Are there covenants, conditions, restrictions, reservations, easements, encumbrances or other limitations associated with the property?
    - Are there carrying costs (including insurance, property taxes, mortgages, notes, or the like) or maintenance expenses associated with the property?
    - Does the environmental review or audit reflect that the property is damaged or otherwise requires remediation?

Power of Humans, Inc. In-Kind Donation Intake Form

Donor Name: _____

(This is the name that will be recognized in printed materials and website as the donor)

Contact Name: _____

Address:_____

City:_____

State: _____ ZIP: _____

Telephone: _____

Email:_____

Donation Item Description (Or Attach Separate Description):

Fair Market Value: _____

Delivery Instructions, Please select:

- ☐ Item Enclosed _____
- ☐ Item will be delivered/mailed on (date) _____
- ☐ Power of Humans, Inc. staff should pick up item. Pick up instructions:

  _____

  _____

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