



GIFT ACCEPTANCE POLICY

Assistance League a Greater Cincinnati (ALGC) is a nonprofit all-volunteer organization dedicated to meeting critical needs of children and adults by identifying, developing, implementing, and funding ongoing community programs.

ALGC solicits and accepts cash donations and donations of items that are consistent with its mission and that support its core programs, as well as special projects. ALGC reserves the right to refuse a donation if it is determined to be outside of the organization's mission.

ALGC does not accept previously owned or used items or goods for use in philanthropic programs, unless there is prior approval from the Board. Some previously owned or used products, goods or items may be accepted for use in fundraising events and activities, subject to the approval by the chairperson of the event.

The donor assigns the value to any product, item or non-cash donations; not the ALGC.

After being accepted and acknowledged, all donations become the property of ALGC.

Donors should be aware that while items may be accepted for use in a program, project, or event program, project needs might change. Therefore, ALGC reserves the right to:

- Sell an item
- Raffle an item
- Donate an item to another philanthropy
- Recycle an item or dispose of it as need dictates

Donations will be acknowledged on ALGC letterhead, email or receipt to the donor to include all appropriate pertinent information, e.g. donation type and amount, ALGC contact information and that the donation is tax deductible to the donor.

DONOR PRIVACY POLICY ACKNOWLEDGMENTS

ALGC respects the privacy wishes of all individuals and organizations making cash or in-kind donations. We do not copy, publish, post, distribute, share or sell the name, personal contact information, or description of donor contributions to any outside individual or business.

The only exceptions shall be those required by law, requested in grant applications or in connection with bank credit or debit card transactions that may be made without prior knowledge or consent of the donor. All donors will be acknowledged by name and/or description of donation, unless the donor notifies us that no acknowledgement shall be made. Acknowledgments might be included in, but are not limited to: newsletters, brochures, press releases, event invitations, event programs, stationary, solicitation materials, media thank you ads, the ALGC website (www.assistanceleaguecincinnati.org) or other means of expressing appreciation. Samples of the acknowledgement forms are available for donor review by contacting ALGC at the address below.

EXAMPLE of DONOR ACKNOWLEDGEMENT

Please provide a brief description of the donated item(s) and a valuation of the item(s).	
Item Description _____	
Donor Stated Value _____	
Donor Name _____	
Address _____	
City _____ State _____ Zip _____	
Phone # _____ Email _____	
____ Yes, you may publish my name. ____ No, do not publish my name or any information related to this donation.	
Chair of Event Signature _____	Date _____
Assistance League of Greater Cincinnati is a 501(C)(3) organization EIN: 31-1452221	
<i>Your donation is tax deductible</i>	

Assistance League of Greater Cincinnati

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