

Shea Fashion Donation Acceptance Policy

Purpose

This policy provides guidelines for the acceptance and management of donations to Shea Fashion to ensure that all contributions align with the organization's mission, values, and legal requirements.

Scope

This policy applies to all donations offered to Shea Fashion, including those from individuals, corporations, foundations, and other entities.

1. Types of Donations

Shea Fashion may accept the following types of donations:

a. Monetary Donations

- **Cash Donations:** Contributions made in cash, check, or electronic transfer (e.g., wire transfer, ACH).
- **Credit Card Donations:** Contributions made via credit card, either online or in person.
- **Pledges:** Commitments to donate a specified amount, either as a one-time gift or on a recurring basis.

b. In-Kind Donations

- **Goods:** Tangible items such as clothing, materials, supplies, or equipment.
- **Services:** Pro-bono or discounted professional services, including legal, consulting, marketing, or design work.
- **Real Estate:** Property or land donated for use or sale by Shea Fashion.
- **Securities:** Stocks, bonds, mutual funds, or other financial instruments.

c. Planned Gifts

- **Bequests:** Donations made through a will or trust.
- **Charitable Trusts:** Contributions through a trust, which may provide income to the donor or beneficiaries before benefiting Shea Fashion.
- **Life Insurance Policies:** Donors may name Shea Fashion as a beneficiary of a life insurance policy.

- **Retirement Plan Assets:** Donations made through retirement accounts like IRAs or 401(k)s.

d. Event Sponsorships

- **Corporate Sponsorships:** Financial or in-kind support from businesses in exchange for promotional opportunities at events or programs.
- **Named Sponsorships:** Donations made to sponsor a specific event, program, or initiative, which may include naming rights.

e. Grants

- **Government Grants:** Funding from local, state, or federal agencies.
- **Foundation Grants:** Contributions from private, corporate, or family foundations.

f. Matching Gifts

- **Corporate Matching Gifts:** Donations where a company matches an employee's donation, often doubling the impact.

2. Criteria for Accepting Donations

Shea Fashion reserves the right to decline any donation that does not meet the following criteria:

- **Alignment with Mission:** Donations must align with Shea Fashion's mission and values.
- **No Conflicts of Interest:** Donations must not create, or appear to create, a conflict of interest for Shea Fashion or its representatives.
- **Compliance with Laws:** All donations must comply with applicable local, state, and federal laws.
- **No Unreasonable Conditions:** Donations must not come with conditions that are unreasonable or that would compromise the integrity or independence of Shea Fashion.
- **Marketability of In-Kind Donations:** In-kind donations must be useful to Shea Fashion or easily marketable to support its mission.

3. Donor Recognition

Shea Fashion is committed to recognizing donors appropriately while respecting their preferences for anonymity or specific acknowledgment.

- **Public Acknowledgment:** Donors may be recognized publicly unless they request anonymity.

- **Named Funds or Endowments:** Donors contributing significant amounts may have the opportunity to establish named funds or endowments, subject to board approval.

4. Acceptance Process

- **Review and Approval:** All donations, particularly in-kind and planned gifts, must be reviewed and approved by the Executive Director or designated representatives.
- **Legal and Financial Review:** Donations of real estate, securities, or other complex assets may require legal and financial review to ensure compliance and feasibility.
- **Documentation:** A formal agreement or acknowledgment letter will be provided for all accepted donations.

5. Donor Privacy

Shea Fashion is committed to protecting donor privacy and will not share or sell donor information without explicit consent.

6. Use of Donations

All donations will be used as designated by the donor. If no designation is made, the donation will be allocated to Shea Fashion's general fund to support its mission.

7. Return of Donations

In exceptional circumstances, Shea Fashion may return a donation if it cannot fulfill the donor's intent or if the donation jeopardizes the organization's integrity or financial health.

8. Review and Amendment

This policy will be reviewed annually and may be amended to ensure it remains consistent with the needs and goals of Shea Fashion and compliant with legal standards.

Effective Date: 08/26/2025

Review Date: [Insert Date]

Approved by: Will Lopera