

The Platelet Disorder Support Association Gift Acceptance Policy

Affirmed on March 15, 2023

The Platelet Disorder Support Association (PDSA) solicits and accepts gifts for purposes that will help the organization further and fulfill its mission. The following policies and guidelines govern acceptance of gifts made to PDSA for the benefit of any of its operations, programs, or services.

Mission:

The Platelet Disorder Support Association is dedicated to enhancing the lives of those living with immune thrombocytopenia (ITP) and other platelet disorders through education, advocacy, research, and support.

Conflict of Interest

All prospective donors shall be strongly urged to seek the assistance of independent personal legal and financial advisors in matters relating to their gifts and the resulting tax and estate planning consequences. PDSA and its employees and agents are prohibited from advising donors about the tax consequences of their donations.

PDSA makes every effort to ensure accepted gifts are in the best interests of the organization and the donor. PDSA follows The Donor Bill of Rights adopted by the AAFRC Trust for Philanthropy, the Association of Fundraising Professionals, and other professional organizations.

Donor Bill of Rights

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

- To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes
- To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities
- To have access to the organization's most recent financial statements
- To be assured their gifts will be used for the purposes for which they were given
- To receive appropriate acknowledgment and recognition
- To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law
- To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature
- To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors
- To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share

- To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers

The text of this statement in its entirety was developed by the American Association of Fund-Raising Counsel (AAFRC), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE) and the Association of Fundraising Professionals (AFP) and adopted in November 1993. It is printed here with express permission from AFP.

Acceptance of Gifts

Gifts Generally Accepted Without Review –

- *Cash.* Cash gifts are acceptable in any form, including by check, money order, currency/coin, and credit card.
- *Marketable Securities.* Marketable securities may be transferred electronically to an account maintained at our brokerage or investment firm 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 PDSA's Investment Committee. 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 Board.
- *Bequests and Beneficiary Designations under Revocable Trusts, Life Insurance Policies, Commercial Annuities and Retirement Plans.* Donors are encouraged to make bequests to PDSA under their final wills and testaments, and to name PDSA as the beneficiary under trusts, life insurance policies, commercial annuities and retirement plans.
- *Charitable Remainder Trusts.* PDSA will accept designation as a remainder beneficiary of charitable remainder trusts.
- *Charitable Lead Trusts.* PDSA 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 Investment Committee shall review and determine whether to accept any gifts of tangible personal property. The following are suggested, but not limited to, considerations when reviewing tangible personal property: Does the property further the organization's mission? Is the property marketable? 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 free and clear?
- *Life Insurance.* PDSA will accept gifts of life insurance where PDSA 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 Investment Committee and Board. PDSA will only accept gifts of real estate when marketable and insurable titles are being conveyed. Prior to acceptance of any gift of real estate, the gift shall be approved by the Investment Committee with the advice of PDSA's legal counsel. All costs associated with gifts of real estate, including maintenance and property taxes, will be at the expense of the donor.

Restrictions on Gifts- PDSA will accept unrestricted gifts, and gifts for specified programs and purposes, provided that such gifts are consistent with our stated mission, purposes and priorities. PDSA will not accept gifts that (a) would result in PDSA violating its corporate charter, (b) would result in PDSA losing its status as an IRS 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 PDSA, or (e) are for purposes outside PDSA's mission. Decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the Board, in consultation with the President and CEO.

Establishing the Value of Donated Property

It is the policy of PDSA to comply fully with the valuation rules set out in Publication 561 of the Internal Revenue Service and the relevant income, gift and estate tax laws and regulations. Copies of Publication 561 are available at www.irs.gov.

Miscellaneous Provisions

- a. *Securing appraisals, environmental review, assessment or remediation costs and legal fees for gifts to PDSA:* The cost to secure an appraisal, environmental review, assessment, or remediation (where required) and independent legal counsel for any gifts proposed to be made to or for the benefit of PDSA are the Donor's responsibility.
- b. *Fees and Commissions:* PDSA does not pay "finder's fees" or commissions to third parties in connection with any kind of gift to PDSA. No officer, employee, or agent of PDSA is or will be compensated in a manner that is dependent on the size or nature of gifts made to PDSA by any person. If PDSA engages legal counsel, accounting professionals, appraisers, or environmental consultants, their fees and expenses will be determined by the time they spend engaged in PDSA's work and not by reference to any particular gift in connection with which they are retained.
- c. *Responsibility for IRS filings upon sale of gift items:* The Executive Committee of the PDSA Board of Directors is responsible for complying with the Internal Revenue Code upon the sale or disposition of any asset sold within two years of receipt.

Use of Legal Counsel

PDSA will seek the advice of legal counsel in matters relating to acceptance of gifts when appropriate. Review by counsel is recommended, but not limited to the following:

- a. gifts of securities that are subject to restrictions or buy-sell agreements.
- b. Documents naming PDSA as trustee or requiring PDSA to act in any fiduciary capacity.
- c. Gifts requiring PDSA to assume financial or other obligations.
- d. Transactions with potential conflicts of interest.
- e. Gifts of property which may be subject to environmental or other regulatory restrictions.
- f. Other instances in which use of counsel is deemed appropriate by the President and CEO and Executive Committee of the Board.

Changes to Gift Acceptance Policies.

These policies and guidelines have been reviewed and accepted by the PDSA Board of Directors. The Executive Committee of the PDSA Board of Directors must approve any changes to these policies. The policies will be regularly reviewed.