

**GRANT AWARD  
AND  
GIFT ACCEPTANCE POLICY  
POLLINATOR PARTNERSHIP (P2)**

Pollinator Partnership (P2), a not-for-profit organization organized under the laws of the State of California and exempt as a public charity under Section 501(c)3 of the Internal Revenue Code, encourages the solicitation and acceptance of gifts for purposes that will assist Pollinator Partnership to further and fulfill its mission. Pollinator Partnership also awards grants after Requests for Proposals have been solicited and vetted and awarded through a standard panel assessment process. The following policies and guidelines govern the awarding of grants and the acceptance of gifts made to the Pollinator Partnership or for the benefit of any of its programs.

***GRANT AWARD POLICY***

***I. Grant Award***

A Request for Proposals will be developed for each program for which awards will be granted. The standing policy for the Pollinator Partnership as a 501(c)3 not-for-profit organization is to not pay overhead on funded research grants.

***GIFT ACCEPTANCE POLICY***

***I. Purpose of Policies and Guidelines***

The Board of Directors of Pollinator Partnership (P2) and its Executive Director and staff solicit current and deferred gifts from individuals, corporations, and foundations to secure the future growth and mission of Pollinator Partnership (P2). It is the purpose of these Policies and Guidelines to govern the acceptance of gifts (including grants) by Pollinator Partnership (P2) and to provide guidance to prospective donors and their advisors when making gifts to Pollinator Partnership (P2). The provisions of these Policies shall apply to all gifts received by Pollinator Partnership (P2) for any of its programs or services.

***II. Restrictions on Gifts***

Pollinator Partnership (P2) will accept unrestricted gifts, and gifts for specific programs and purposes, provided that such gifts are not inconsistent with its stated mission, purposes, and priorities. Pollinator Partnership (P2) will not accept gifts that are too restrictive in purpose. Gifts that are too restrictive are those that violate the charitable trust of Pollinator Partnership (P2), gifts that are accompanied by an improper economic benefit to the donor such as a gift that is conditioned on a commercial preference to the donor or affiliated company, or gifts that vest the donor with inappropriate control such as a gift that requires Pollinator Partnership (P2) to hire a specific person or take some other unacceptable action. All final decisions on the restrictive nature of a gift, and its acceptance or refusal, shall be made by the Board of Directors.

***III. Gift Vehicles***

**Pollinator Partnership (P2) will accept gifts through the following gift vehicles:**

- Outright donations
- Testamentary bequests
- Charitable remainder trusts
- Charitable lead trusts

**Pollinator Partnership (P2) does not offer the following gift vehicles:**

- Charitable gift annuities
- Pooled income funds

Cash or Cash Equivalents	Acceptable.
Charitable Pledge Agreements	Acceptable if payable only in assets listed herein.
Publically Traded Securities	Acceptable. P2 shall promptly sell any contributed securities in accordance with P2's investment policies.
Closely-Held Securities and other Intangibles	Acceptable. P2 shall not accept securities and other intangible assets which may not be sold, have no value, or may result in additional liability to P2.
Tangible Personal Property	Acceptable, subject to review by the Board of Directors. P2 shall not offer to value the contributed property. The donor shall sign a statement of ownership and disclose any liens on the property. P2 will not accept any property subject to a restriction on P2's ability to use, sell, or otherwise deal with the property as it deems necessary.
Life Insurance	Acceptable. P2 may accept the gift of a life insurance policy, provided that P2 is the owner and the irrevocable beneficiary of the policy. If the policy is not fully paid-up, the donor shall be encouraged to make annual gift to P2 sufficient to cover additional premiums. P2 shall have the right to retain the life insurance policy, cash it in, or otherwise make use of its value.
Real Estate	Acceptable subject to review by the Board of Directors. P2 will not accept any real estate subject to a restriction on P2's ability to use, sell or otherwise deal with the property as it deems necessary. The basic policy of P2 is to sell all contributed property as soon as practicable. Costs related to acceptance of gifts of real

	property such as legal fees, surveying costs, hazardous waste surveys, etc., will be allocated as mutually agreed and will not affect the recorded value of the gift. Appraisal costs are the responsibility of the donor.
In-Kind Gifts	Acceptable if approved by the Executive Director. In-kind contributions include gifts of supplies, equipment, services and the like which are beneficial to P2. Costs incurred as a result of accepting the gift, such as transportation and storage, must be approved by the Executive Director. The Executive Director shall report all in-kind gifts to the Board.

***IV. Assets***

Pollinator Partnership (P2) is authorized to accept the following assets, subject to these Policies and Guidelines.

Pollinator Partnership (P2) shall accept all bequests of real estate unless the Board of Directors determines otherwise. Pollinator Partnership (P2) shall review all proposed *inter vivos* gifts of real estate and shall consider such factors as sale and holding costs, current and expected future value, encumbrances, liabilities, title, restrictions, and any potential environmental issues prior to acceptance.

Prior to accepting an *inter vivos* gift of real estate, the following steps will generally be taken:

- Complete a profile of the property.
- Obtain a copy of the deed, any encumbrances, leases, and current tax bill.
- Consider obtaining a title report.
- Inspect the property.
- Consult with a real estate advisor as to marketability.
- Evaluate the potential for any environmental liabilities. Consult with an environmental engineer or comparable advisor if necessary.

***V. Miscellaneous Provisions***

**A. Executive Director.** Except as provided in Article II above, the Chief Executive Officer shall have discretion and authority to accept unrestricted gifts, allowable under these Policies and Guidelines, of a value up to \$100,000. As to restricted gifts, the Executive Director shall have discretion and authority to accept restricted gifts of a value up to \$75,000. Gifts above those amounts may be accepted only by the Board of Directors.

**B. Legal counsel.** The Executive Director may seek the advice of legal counsel where appropriate and shall seek the advice of legal counsel in all matters pertaining to the acceptance of a gift which may have adverse legal, ethical, or policy consequences to Pollinator Partnership (P2). All prospective donors shall be urged to seek the assistance of personal legal and financial advisors in matters relating to their gifts and the resulting tax and estate planning implications.

**C. Securing appraisals and legal fees for gifts to Pollinator Partnership (P2).**

Pollinator Partnership (P2) shall not appraise property. It shall be the responsibility of the donor to secure an appraisal where required. Pollinator Partnership (P2) shall not pay the legal fees of the donor. The donor shall pay any fees for appraisals and legal advice required.

**D. Valuation of gifts for development purposes.** Pollinator Partnership (P2) shall record a gift received by Pollinator Partnership (P2) at its valuation for gift purposes on the date of gift, following generally accepted accounting principles (GAAP).

**E. Responsibility for IRS filings upon sale of gift items.** Pollinator Partnership (P2) is responsible for filing IRS Form 8282 upon the sale or disposition of any asset sold by Pollinator Partnership (P2) within two years of receipt where the charitable deduction value of the item was \$5,000 or greater. Pollinator Partnership (P2) must file such form within 125 days of the date of sale or disposition of the asset.

**F. Written acknowledgment.** Written acknowledgment of all gifts made to Pollinator Partnership (P2) and compliance with the current IRS requirements in acknowledgement of such gifts shall be the responsibility of Pollinator Partnership (P2).