GOVERNANCE & OPERATIONAL GUIDELINES

Binaytara Gift Acceptance Policy

ORGANIZATION	DOCUMENT TYPE	REVIEW CYCLE	GOVERNANCE BODY
Binaytara	Board Policy	Biennial (2 Years)	Board of Directors

1. PURPOSE & SCOPE

This Gift Acceptance Policy serves to guide the Board of Directors, executive leadership, staff, and donors of Binaytara regarding the acceptance, review, and administration of philanthropic gifts.

Primary Objectives:

- Ensure all accepted gifts support Binaytara's mission to minimize cancer health disparities.
- Safeguard Binaytara's tax-exempt status, ethical integrity, and financial stability.
- Ensure transparency, consistency, and proper stewardship in donor relations.

2. ETHICAL PRINCIPLES & GOVERNANCE

- **Donor Autonomy & Professional Advice:** Binaytara strongly encourages donors to seek independent legal, tax, or financial counsel prior to making significant gifts, particularly for complex, restricted, or planned gifts.
- **Conflict of Interest:** Staff and board members representing Binaytara shall not serve as legal, tax, or financial advisors to donors, nor shall they receive finder's fees, commissions, or direct personal incentives for securing gifts.
- **Donor Intent & Anonymity:** Binaytara strictly honors agreed-upon donor restrictions. Requests for anonymity will be respected to the extent permitted by law.

3. GIFT ACCEPTANCE CATEGORIES

A. Standard Gifts (Unconditional Approval)

The following gifts may be accepted directly by executive leadership without prior Board review:

- **Cash and Cash Equivalents:** Checks, electronic bank transfers (ACH/Wire), Venmo & credit card contributions.
- **Publicly Traded Securities:** Stocks, bonds, and mutual funds traded on recognized exchanges. *Policy Standard: Publicly traded securities will be liquidated immediately upon receipt unless otherwise directed by the Binaytara Board.*

B. Gifts Requiring Formal Review

The following require review and approval by the Executive Director and/or the Finance Committee before acceptance:

- **Restricted Gifts:** Gifts designated for specific programs, geographies, or projects. Restricted gifts will only be accepted if the purpose aligns with existing strategic priorities and does not impose unreasonable operational burdens.

- **Cryptocurrency & Digital Assets:** Evaluated for legal compliance, volatility risks, and transfer mechanisms. Accepted digital assets are liquidated immediately upon transfer.
- **Real Estate (Residential, Commercial, Land):** Subject to an environmental site assessment, title search, marketability appraisal, and tax review. The donor is responsible for third-party evaluation costs unless waived by the Board.
- **Tangible Personal Property:** Medical equipment, art, collectibles, or vehicles. Evaluated based on storage/maintenance costs, legal liabilities, immediate operational utility, or marketability for sale.
- **Closely-Held Securities & Business Interests:** Evaluated for valuation clarity, transfer restrictions, tax liabilities, and potential operational exposure.

C. Deferred & Planned Gifts

- **Bequests and Estate Distributions:** Binaytara welcomes provisions in wills and living trusts. Donors are encouraged to share legacy intent in advance to ensure funds can be deployed as desired.
- **Beneficiary Designations:** Designation of Binaytara as a primary or contingent beneficiary of retirement accounts (IRAs, 401ks), life insurance policies, or donor-advised funds (DAFs).
- **Charitable Trusts & Annuities:** Binaytara does not serve as a named corporate trustee for charitable remainder or lead trusts. External corporate or personal trustees must be designated.

4. GIFT REFUSAL CRITERIA

Binaytara reserves the right to decline any gift if it determines that acceptance:

1. Violates Binaytara's core values, ethical standards, or global health mission.
2. Imposes excessive administrative, legal, or financial burdens relative to the gift's value.
3. Limits Binaytara's independence in setting program strategy or organizational direction.
4. Creates an unmanageable conflict of interest or public reputation risk.
5. Derives from unlawful activities or sources fundamentally incompatible with healthcare ethics.

5. VALUATION, ACKNOWLEDGMENTS, & TAX COMPLIANCE

- **Receipting:** Binaytara will issue written tax receipts for all eligible contributions in accordance with IRS guidelines (or applicable tax authorities).
- **Valuation Responsibility:** For non-cash gifts exceeding standard tax reportable thresholds, the donor is responsible for securing a qualified independent appraisal. Binaytara records non-cash gifts at fair market value at the time of receipt for accounting purposes.

6. ADMINISTRATION & PERIODIC REVIEW

- **Authority:** The Board of Directors holds final authority over policy interpretation, exceptions, and amendments.
- **Review Schedule:** This policy shall be reviewed every two years by the board/governance committee to ensure continued compliance with regulatory standards and alignment with Binaytara's growth.