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GIFTS AND DONATIONS GRANTED TO THE CHILDREN AND FAMILIES COMMISSION FOR SAN BERNARDINO COUNTY

Approved:

Linda Haugan
Linda Haugan, Chair

PURPOSE

It is the policy of the Children and Families Commission for San Bernardino County (CFC), hereafter referred to as First 5 San Bernardino (F5SB), to accept donations and gifts of property or money offered to F5SB when such offers are made without unreasonable restriction for the use, benefit and advantage of the citizens, ages zero to five years old, of the County of San Bernardino.

POLICY

While F5SB is appreciative of the generosity of the individuals and organizations who offer gifts or donations, gifts may sometimes result in unforeseen costs or operational costs to the F5SB.

In order that any unforeseen problems or costs may be avoided, the following stipulations will govern the acceptance of gifts by F5SB.

1. All gifts to F5SB shall be reviewed by the F5SB Executive Director to determine the potential impact of the gift on the F5SB Commission.
2. Except as otherwise approved by the F5SB Commission, gifts will not be accepted if they result in any unreasonable expense to F5SB, involve transfer of title to land or real property or if they have restrictions that are incompatible with F5SB operations or public policy.
3. The F5SB Executive Director is hereby authorized to accept gifts and donations on behalf of F5SB, when acting in accordance with this Policy and established procedures, when the estimated value of such gifts does not exceed ten thousand dollars (\$10,000) and there is no actual or perceived conflict of interest.
4. Gifts and donations of a time sensitive nature of any value may be accepted by the Commission Chair on behalf of F5SB, when acting in accordance with this Policy and established procedures and there is no actual or perceived conflict of interest.
5. Offers of gifts and donations must be in writing by the Donor, clearly setting forth a description of the gift, the Donor's estimated value, and any Donor restrictions on its use.
6. The Executive Director must advise the Commission within thirty (30) days of all gifts accepted on behalf of F5SB and arrange for public recognition as appropriate. Such gifts or donations shall be posted on the F5SB Internet site.

GUIDELINES

Provisions of this Policy are applicable to all gifts offered to F5SB.

Provisions of this Policy do not apply to the acquisition, by gift, by F5SB of any property where the gift was sought by and action initiated by F5SB.