

## Beacon Policy on Special Donations – as approved by the Board, 2024 May 16

1. 'Special Donation' means a targeted donation with a specified purpose and is to be distinguished from Pledges.
2. Review and Evaluations - The Board and the Minister will review each Special Donation against established criteria.
3. Criteria include;
  - Is the Donation in keeping with Beacon's Vision and Mission?
  - Is there already a provision for that purpose in the Beacon Budget?
  - Is a targeted donation the best way to achieve the specified purpose?
  - Will the Special Donation commit the Church to an on-going unbudgeted expense?
  - Is there a potential conflict of interest in accepting the Special Donation?
4. Whenever possible, the Board requests that the donor approach the Board PRIOR to making the Special Donation, so that the Treasurer can review the situation. A collaborative approach is preferred.
5. The Board reserves the option to decline a Special Donation if the Board thinks that the Donation could commit the Church to an on-going unbudgeted expense, or if it is not in keeping with the Vision and Mission of the congregation. If the board decides to decline a donation, the Treasurer or designated representative will communicate respectfully with the donor. The communication will express gratitude for the donor's generosity and explain the reason for declining. Whenever possible, the Board will suggest alternate ways for the donor to support the organization (e.g. volunteering time, pledging, etc).