

CNPS Policy on Soliciting and Accepting Donations

Approved by the Board of Directors June 2, 2006

I. INTRODUCTION

The California Native Plant Society (CNPS) actively pursues donations that advance our goals and mission. Donations and sponsorships can be important sources of funding and the Society welcomes cooperation with individuals, corporations, and private businesses in the pursuit of shared values. However, the integrity of the Society's policies, programs, and actions must not be compromised as a result of such donations. The Board of Directors of CNPS has adopted the following policy to clarify the conditions under which CNPS accepts donations, to provide the underlying principles for soliciting donations, and to identify situations for which Board approval is required prior to acceptance of a donation.

II. IMPLEMENTATION

This donations policy will be used to guide and inform the fundraising activities of the Society. CNPS staff and volunteers are expected to comply with this policy.

Program staff and volunteers will work with the Executive Director in advance of soliciting donations, when appropriate, to ensure that the intent of this policy is carried out. The Executive Director is directed to evaluate donations for consistency with this policy. For donations that are not consistent with the policy, the Executive Director must either decline the donation or seek approval from the Board of Directors for an exception to the policy.

The Board is to be informed on a quarterly basis of the type and dollar amount of the donations made to CNPS.

III. POLICY

A. DONATIONS - GENERAL

1. ACCEPTANCE OF DONATIONS

CNPS gratefully accepts monetary or in-kind donations if:

- a) The donation is wholly consistent, in fact and appearance, with the activities, policies, mission, goals, and/or programs of the CNPS.
- b) The donation is not linked to a requirement that CNPS endorse any products, policies, or services.

2. LIMITATIONS

- a) CNPS will accept any unrestricted donation or any restricted donation that clearly corresponds to an existing element of the CNPS strategic plan. Where a donor wishes to make a contribution and the restrictions do not correspond to an existing element of the strategic plan, the Board must approve the project and restrictions, or CNPS must decline to accept the donation.
- b) CNPS reserves the right to decline to accept donations from donors that operate in ways or advocate policies that are inconsistent with CNPS objectives.

- c) CNPS will seek to limit the number of permanently restricted donations by encouraging donors to give to the general fund or to existing restricted accounts.

3. ACKNOWLEDGEMENT

CNPS will be pleased to provide recognition to donors in a mutually agreeable format.

4. DISCLOSURE

- a) CNPS will provide a copy of the Donations Policy and the Society's Mission and Vision Statement to any corporation, business, organization or individual that requests them.
- b) CNPS will post its Donations Policy on the CNPS website.

B. CORPORATE AND BUSINESS DONATIONS

In addition to the policies described under "A. DONATIONS - GENERAL," the following also apply to corporate or business donations.

1. ELIGIBILITY

CNPS gratefully accepts monetary or in-kind donations from any corporation or business provided that the donation comes without conditions or requirements that negatively affect the integrity, or the appearance of the integrity, of the activities, policies, mission, goals, and/or programs of CNPS.

2. BOARD APPROVAL

Board approval is required for corporate or business donations that exceed \$10,000 in cash or value.

3. CONFLICT OF INTEREST

To avoid potential conflicts of interest, board members that have a financial interest in a business or corporation shall recuse themselves from the vote to accept a donation from that business or corporation. Ownership of stock through a diversified mutual fund does not require recusal.

4. ACKNOWLEDGEMENT

- a) Corporate and business donors will be acknowledged in a method comparable to that of individual Major Donors.
- b) Recognition of a corporate donation on a product specific basis (*e.g.*, acknowledgement of the donation of printing services or costs for a publication) is allowed, but the size and style of the recognition must not dominate the product, and the recognition must be compatible with the purposes of the product.