

CKCU 93.1 FM Gift Acceptance Policy

1. Purpose

CKCU 93.1 FM, as a registered charity, recognizes the importance of fostering relationships with donors, ensuring the proper stewardship of contributions, and maintaining public trust. This Gift Acceptance Policy serves to guide the acceptance, management, and acknowledgment of gifts and donations made to the station. It ensures that all gifts align with CKCU's mission and values, comply with legal requirements, and protect the integrity of both the donor and CKCU.

2. Scope

This policy applies to all gifts and donations made to CKCU 93.1 FM, whether in the form of cash, securities, property, services, or other contributions, whether given by individuals, foundations, corporations, or other entities.

3. Guiding Principles

CKCU 93.1 FM will accept gifts that support its mission of promoting community engagement, cultural expression, diversity, and access to media. The station will consider each donation on a case-by-case basis to ensure it is consistent with our objectives and the best interests of both CKCU and the donor.

4. Types of Gifts

CKCU 93.1 FM will consider the acceptance of the following types of gifts:

- **Monetary Gifts:** Cash, cheques, and electronic funds transfers.
- **Securities:** Publicly traded stocks, bonds, and mutual funds.
- **Real Property:** Gifts of land, buildings, or other real estate.
- **In-Kind Donations:** Gifts of goods, services, equipment, or property.
- **Bequests and Planned Gifts:** Gifts from wills, trusts, and other estate planning instruments.
- **Other Gifts:** Such as event tickets, travel vouchers, or other non-financial contributions.

5. Gift Acceptance Criteria

CKCU 93.1 FM will review each gift based on the following criteria:

- **Mission Alignment:** The gift must align with the mission and values of CKCU 93.1 FM.

- **Legal Compliance:** The gift must comply with all applicable local, provincial, and federal laws and regulations governing charitable donations.
- **Public Image:** The station reserves the right to decline any gift that may harm its public image or reputation, or that is associated with controversial, illegal, or unethical activities.
- **Financial Considerations:** CKCU will assess the value of the gift and any associated costs, including but not limited to the cost of managing or liquidating the asset, tax implications, or ongoing maintenance.
- **Conflict of Interest:** Any gift that may create a conflict of interest or give undue influence to the donor over CKCU's operations will be carefully considered.

6. Gifts Not Accepted

CKCU 93.1 FM will not accept gifts that:

- Are encumbered by significant debts, obligations, or restrictions that would hinder the station's ability to use the gift in accordance with its mission.
- Involve or are associated with illegal, harmful, or controversial activities.
- Would require undue financial cost to CKCU in terms of administration, maintenance, or liability.
- Are made in exchange for favorable treatment or influence over station programming or policies.

7. Donor Recognition and Stewardship

CKCU 93.1 FM is committed to recognizing donors in a manner that reflects their contribution and ensures transparency and accountability. This may include:

- Providing receipts for tax purposes for all gifts eligible for charitable tax credits, in compliance with Canada Revenue Agency (CRA) guidelines.
- Ongoing stewardship to maintain and deepen the relationship with donors, including regular communication and invitations to special events.

8. Confidentiality

CKCU 93.1 FM will protect the confidentiality of all donor information and will only share personal or financial details in accordance with donor consent or where required by law. Donors may opt out of being publicly recognized or having their donation disclosed.

9. Roles and Responsibilities

The **Board of Directors** is responsible for approving this policy and overseeing its implementation.

The **Station Director** or designated staff will be responsible for evaluating, accepting, and acknowledging gifts, ensuring they align with the policy.

The **Budget & Finance Committee** will review any complex or large gifts (e.g., real property or securities) to ensure the gift is financially viable for the station.

10. Exceptions to the Policy

Any exceptions to this policy may be granted only with the approval of the CKCU 93.1 FM Board of Directors or its designated representatives. All exceptions will be documented and reviewed annually.

11. Review and Amendments

This policy will be reviewed annually by the Board of Directors and updated as needed to reflect changes in laws, regulations, or organizational priorities.