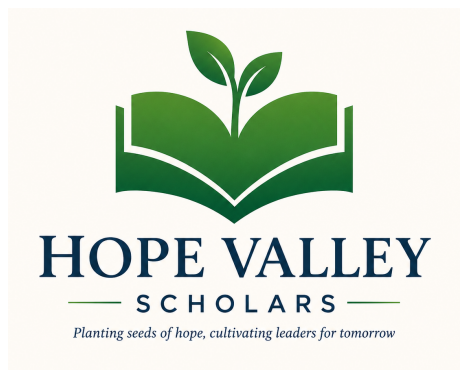




HOPE VALLEY SCHOLARS INC.

Gift Acceptance and Donor Restrictions Policy

Mission-aligned gifts, independent charitable control and responsible stewardship.

This policy protects charitable independence and donor trust by defining which gifts may be accepted, who may approve restrictions and how gifts are acknowledged, administered, declined or returned.

OUR COMMITMENT: Hope Valley Scholars applies this document to the programs, people and activities within its scope. Questions or requests for an accessible copy may be sent to the contact information below.

Version	1.0
Policy owner	Treasurer and Board of Directors
Effective date	01/01/2026
Review cycle	Annual
Website address	https://www.hopevalleyscholars.org/Documents/pdf/Hope%20Valley%20Scholars%20Gift%20Acceptance%20and%20Donor%20Restrictions%20Policy.pdf

Organization: Hope Valley Scholars Inc. | U.S. 501(c)(3) public charity | EIN 41-2924425

Contact: info@hopevalleyscholars.org | +1 (302) 898-6006 | <https://www.hopevalleyscholars.org>

1. Purpose and authority

Hope Valley Scholars Inc. welcomes gifts that advance its charitable mission and can be administered responsibly. The Organization retains exclusive legal control over accepted charitable funds and may decline a gift that creates unacceptable legal, ethical, financial, safeguarding, reputational or administrative risk.

The Board has ultimate authority. It may delegate routine acceptance to the Treasurer or another authorized officer within written limits. No director, employee, volunteer, mentor, scholar, family member, partner or donor may accept a gift on behalf of Hope Valley Scholars without authority.

2. General acceptance standards

Before accepting a material gift, consider whether:

- The gift and proposed use are consistent with the mission, tax-exempt purposes and applicable law.
- Hope Valley Scholars can satisfy the restriction, reporting, timing, recognition and administrative requirements.
- The gift preserves the Organization's control over charitable funds and scholarship selection.
- Ownership, source, valuation and transfer are reasonably documented.
- The gift creates debt, liability, environmental risk, ongoing cost, private benefit, sanctions risk, safeguarding risk or an appearance of improper influence.
- Legal, tax, accounting, investment, insurance or appraisal advice is needed before acceptance.

3. Gift categories and approval

Gift type	Default treatment	Approval
Cash, check, ACH or reputable online payment	Accept if source and purpose are lawful and processing information is complete.	Authorized staff or officer within approved controls.
Publicly traded securities	Accept through an approved account; ordinarily liquidate promptly unless an investment policy permits holding.	Treasurer or Board designee.
Tangible goods and services	Accept only if useful, safely distributable or saleable and storage, customs, transport and disposal costs are reasonable.	Program lead plus Treasurer; Board for material obligations.
Real estate, closely held interests, cryptocurrency, life insurance or planned gifts	Do not accept routinely; require due diligence, valuation, legal and tax review and an exit plan.	Board approval.
Restricted or named-purpose gift	Accept only through written terms that are feasible, lawful and consistent with charitable control.	Authorized officer within approved program; Board for material or unusual restrictions.
Donor-advised fund or foundation grant	Accept subject to sponsor rules; no impermissible benefit, pledge satisfaction or quid pro quo.	Treasurer or grant authority.

4. Restricted gifts

- Record every accepted restriction in writing and code or segregate it sufficiently for accurate tracking.

- Do not accept a restriction that requires illegal discrimination, unsafe conduct, misleading reporting, excessive donor control or spending unrelated to the mission.
- A donor may support a scholarship program, cohort, educational level, geographic initiative or approved budget category, but may not privately choose or direct the treatment of a scholar outside the approved selection process.
- If a purpose becomes impossible, impracticable, unlawful or wasteful, consult the gift terms and qualified counsel before seeking donor consent, modification, redirection or return.
- Public appeals must state whether gifts are restricted, how overfunding will be handled and whether Hope Valley Scholars may use excess funds for closely related charitable needs.

5. Gifts that will ordinarily be declined

- Gifts conditioned on selecting, excluding, hiring, disciplining or privately benefiting a particular person outside lawful approved procedures.
- Gifts requiring false or misleading statements, secrecy inconsistent with law, political campaign intervention or unlawful lobbying.
- Assets with disputed ownership, unexplained source, sanctions concerns, liens, debt, contamination, unsafe items or costs disproportionate to benefit.
- Gifts that expose a child or scholar to donor contact, publicity, travel, employment, dependency or other access outside approved safeguarding arrangements.
- Gifts requiring endorsement of a product, service, political position or personal belief inconsistent with organizational independence.

6. Donor advice, valuation and receipts

Hope Valley Scholars does not provide personal legal, tax or financial advice and encourages donors to consult independent advisers. The donor is responsible for obtaining any required qualified appraisal. A receipt shall accurately state the date and amount of cash or describe noncash property without assigning value, and shall disclose any goods or services provided when required.

7. Recognition, anonymity and privacy

Recognition, naming and publicity require authorized written terms and may be declined or discontinued if continued association would materially harm the mission or people served. Reasonable anonymity requests will be honored subject to law, audit, banking, payment-processing and regulatory obligations. Donor information is handled under the Privacy Policy and is not sold or traded.

8. Conflicts, gifts to insiders and fundraising conduct

A director, officer, employee, volunteer, mentor or related person with an interest in a proposed gift, vendor, appraisal, sale or recognition arrangement must disclose it and follow the Conflict of Interest Policy. Personal gifts to scholars, families, mentors or decision-makers are not organizational donations and may violate safeguarding or ethics rules.

9. Refunds, chargebacks and rejected gifts

Accepted gifts are generally irrevocable. Refund requests follow the Donation Refund Policy. Hope Valley Scholars may reject, return or reverse a gift when required by law, payment error, unauthorized use, inability to honor an unspent restriction, fraud prevention or a Board-approved risk determination. Any tax acknowledgment shall be corrected when appropriate.

10. Documentation and oversight

- Maintain the proposal, gift instrument, restriction, due diligence, approvals, receipt, recognition terms, spending and reporting records.
- Reconcile restricted balances and review unusual gifts at least annually.
- Do not publicize a material gift until acceptance, wording and necessary consent are confirmed.
- Report suspected diversion, fraud, improper influence or retaliation through the Whistleblower and Organizational Complaint Policy.

11. Official references

- [IRS charitable-contribution guidance](#)
- [IRS Publication 526, Charitable Contributions](#)

Document control: The current public version is maintained by Hope Valley Scholars Inc.; printed or downloaded copies may become outdated. **Related:** [Donation Refund Policy](#) | [Conflict of Interest Policy](#) | [Privacy Policy](#).

Version 1.0 | Effective 01/01/2026 | Next scheduled review: 01/01/2027.