



# Planned Giving Policy

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## Purpose

To provide criteria for a Planned Giving at Lincoln Pelham Public Library.

## Policy Statement

Planned Giving is a philanthropic program by which a donor can arrange a substantial gift to the library for the future. The emphasis is on planning and is focused on matching the goals and objectives of Lincoln Pelham Public Library with the needs and objectives of the donor. Every effort will be made to ensure that recognition is given to the donor that is meaningful and appropriate for the donation and that the recognition is completed in a timely manner.

The Chief Executive Officer is authorized to negotiate planned gift arrangements with prospective donors within the program guidelines.

The Lincoln Pelham Public Library will adhere to planned giving ethical and standard professional practices in encouraging donors to make outright and deferred gifts including bequests, gifts of life insurance and other such gift arrangements approved by the Board.

In accepting a donation, bequest or gift, the Board agrees to abide by any conditions, restrictions or designations associated with the gift.

The Lincoln Pelham Public Library Board appreciates all gifts that support its mission.

## Library Materials, Artifacts, Furnishings, Equipment

1. Books and other collection materials may be accepted if they are suitable to the needs of the Lincoln Pelham Public Library.
2. Artifacts, equipment, and furnishings may be accepted if they are suitable to the needs of the library.

3. A gift shall be accepted only on the understanding that the Lincoln Pelham Public Library Board retains unconditional ownership of the gift and, if the Library cannot use it, the gift may be sold to further the library's mission, donated to another organization or discarded.
4. Gifts that require a financial commitment towards maintenance, use, or expansion are not acceptable unless otherwise determined by the board.

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