



<b>Policy Name:</b>	Philanthropy Policy		
<b>Section:</b>	System	<b>Effective Date:</b>	October 24, 2019
<b>Motion Number:</b>	19-66	<b>Reviewed Date:</b>	October 24, 2019
<b>Policy Number:</b>	SYS-12	<b>Next Review Date:</b>	September 2027

## Purpose

Financial contributions to the Barrie Public Library are a means of supporting enhanced services, programs and designated capital campaigns.

## Policy

### Gift Acceptance

The Barrie Public Library solicits and accepts gifts that are consistent with its mission and strategic directions and reserves the right to refuse any philanthropic gift which is deemed to be inappropriate or unsuitable to the advancement of the Library.

Philanthropic vehicles accepted include the following:

- Direct Donation (Cash, Debit, Credit, Cheque, Online)
- Planned Gifts (Bequests, Gifts of life insurance, Charitable remainder trust, Gifts of Property)
- Publicly Traded Securities
- Endowment Funds
- Gifts in Kind

Financial and In-Kind Donations and other forms of philanthropic support will generally be accepted from individuals, partnerships, businesses, foundations, government agencies, or other entities, subject to the following limitations:

- The Library will not accept gifts that are not recognized by the Canadian Revenue Agency, or that violate federal, provincial or municipal laws
- The Library will not accept gifts that will compromise our commitment to our mission and values and/or risk the Library's image in the community

A professional third-party appraisal must be provided in writing by the donor for any gifts-in-kind. In-kind donations are not attributed a cash value for recognition purposes.

### Donor Recognition

The Library practices a donor-centered approach which adheres to the following principles:

- The Library welcomes designated giving to capital campaigns, library programs and areas of most urgent need
- The Library appropriately recognizes all individuals, corporations, service clubs, community organizations and philanthropic foundations who make monetary donations to the Library
- Monetary gifts over a defined cash value, as set by the Director, Business and Development, will be acknowledged with a charitable tax receipt
- Monetary gifts not designated for a specific purpose will be transferred to the appropriate Library reserve fund

- Our donors do not receive solicitations along with gift acknowledgment or information about their gifts
- The Library will recognize donors in writing within a reasonable time
- Unless otherwise requested, donors can expect to be kept informed of their philanthropic impact to the Library and encouraged to be involved in Library activities and events
- The Library does not track cumulative giving for the purposes of donor recognition
- Individualized recognition programs will be put in place for sponsorship, fundraising events or campaigns, and foundation grants

The donor deserves the right to remain anonymous and to decline public (or private) recognition at all times. In lieu of placing a name on any public listing of donations, the word “anonymous” shall be used.

### Planned Giving

The Library offers Planned Giving as a philanthropic vehicle by which a donor can arrange a substantial gift to the Library for the future. The Library’s responsibility is ensuring the donor’s needs and objectives are in line with our mission.

We welcome both outright and deferred gifts from our donors. Types of deferred gifts include:

- Bequests
- Gifts of life insurance
- Charitable remainder trust
- Gifts of property

The Lamplighter Society has been established to recognize and honour patrons who have made provisions for the Library in their estate plans. The long-term commitment of members of the Lamplighter Society enables the Library to plan for the future and ensures that the lifelong learning needs of our community will continue to be met.

The Lamplighter Society recognizes the special role of individuals who make a long-term commitment by establishing a charitable gift to the Barrie Public Library through their estate plans. Only the CEO and Director, Business & Development are authorized to arrange planned gifts with prospective donors.