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## **Fundraising from Friends Statement May 2018**

Girl Scouts in the Heart of Pennsylvania's (GSHPA) Property Committee is a committee formed by the Board of Directors. The Property Committee's purpose is to oversee all properties owned by GSHPA; this includes oversight into maintenance and capital improvements. The committee is very cognizant of the great number of supporters GSHPA has regarding their programs and their properties. In addition to other duties, the Property Committee will provide oversight for contributions that are made specifically to the camps outlined in the long range program and property committee report.

GSHPA accepts contributions from individuals for specific projects or camps. We have, and always will, honor donor intent regarding contributions adhering to the board approved Gift Acceptance Policies of the organization. We are committed to following professional ethical fund raising standards as well as honoring the tenants of the Donor Bill of Rights.

Any monies received that have a specific intent will be deposited in a temporarily restricted account following guidelines of GAAP (Generally Accepted Accounting Principles) and overseen by the Chief Financial Officer (CFO). The CFO will provide the chair of the Property Committee monthly statements and or balance sheets reporting on these funds. Any inquiries regarding the funds, the account balances and use of monies can be directed to the Property Committee Chair.

### **Guidelines:**

- Friends raising funds for properties must be in accordance with the Council's Gift Acceptance Policies.

- Fundraising activities coordinated for a specific property must be accountable to the organizer. If an individual organizes a fundraising activity, that individual is responsible for the accounting of income and expenses related to that activity. All funds must be accountable to the organizer of the fundraiser.
- Contributions must clearly state (if via check, in the memo field) the camp and/or project the donor intends the funds to be used to support. If there is no indication of camp and/or project, funds will be deposited in the GSHPA general operating account.
- Funds raised/collected will only be used for the stated purpose and cannot be used for personal expenses or any unrelated activities.
- GSHPA will continue its philanthropic development work to support Board and Council approved capital projects unrelated to Friends activities.
- This statement does not prevent individuals from sending contributions directly to GSHPA.
- Contributions will be accepted for those properties, deemed under review, during the full Board approved review time period.
- If funds are received for a property slated for retirement, the donor will be contacted, as funds will be returned or re-purposed at the donor's written request.

This statement has the support of the Board Executive Committee, CEO, CFO and the Gift Acceptance Committee of GSHPA.