

Utah Symphony | Utah Opera  
**GIFT ACCEPTANCE POLICY**  
November 2015

The Development Office of Utah Symphony | Utah Opera (USUO) is responsible for the solicitation, receipt, processing, and stewardship of all gifts, including grants, to USUO. These gift acceptance guidelines provide equitable protection for the interests of USUO and the interests of those who financially support the organization's activities and services through charitable gifts. USUO urges all prospective donors to seek the assistance of personal legal and financial advisors in matters relating to their gifts, including the resulting tax and estate planning consequences.

1. USUO encourages financial support that furthers the mission of USUO and is within the organization's capacity to administer, without encumbering USUO with gifts that may be restricted in a manner that is not in keeping with its mission, are likely to generate a disproportionate cost or obligation for the benefit received by the organization, or may cause adverse publicity or legal liability. When considering whether to solicit or accept gifts, USUO adheres to federal, state, and local laws and regulations. Additionally, it will take into account the following factors:
  - Values: whether the acceptance of the gift compromises any of the core values of USUO;
  - Compatibility: whether there is compatibility between the intent of the donor and USUO's use of the gift;
  - Public relations: whether acceptance of the gift will damage the reputation of USUO;
  - Primary benefit: whether the primary benefit is to USUO, versus the donor;
  - Form of gift: whether the gift is offered in a form that USUO can use without incurring substantial expense or difficulty;
  - Effect on future giving: whether the gift will encourage or discourage future gifts.
2. Donations will generally be accepted from individuals, corporations, foundations, and government agencies.
3. Gifts generally accepted without review include:
  - Cash: Cash gifts are accepted in any form, including by check, money order, credit card, or online;
  - Marketable securities: Marketable securities may be transferred electronically to an account maintained at one or more brokerage firms or delivered physically with the transferor's endorsement or signed stock power attached. All marketable securities will be sold promptly upon receipt unless otherwise directed;
  - Bequests and beneficiary designations under revocable trusts, life insurance policies, commercial annuities, and retirement plans: Donors are encouraged to make bequests to USUO under their wills; and to name USUO as the beneficiary under trusts, life insurance policies, commercial annuities, and retirement plans;

- Charitable remainder trusts: USUO will accept designation as a remainder beneficiary of charitable remainder trusts;
  - Charitable lead trusts: USUO will accept designation as an income beneficiary of charitable lead trusts.
4. Certain forms of gifts or donated properties may be subject to review prior to acceptance. Examples of gifts subject to prior review include: tangible personal property, life insurance, real estate.
  5. Unrestricted gifts to the organization are expendable to any purpose in performing USUO's primary objectives; they permit USUO to provide for the organization's most pressing needs as they arise. Gifts that are restricted by the donor or other outside agency for specific operating or capital purposes are segregated for accounting purposes and may be used only for the designated purpose.