



#### **Administrative Policy**

Policy Type: Fiscal Operations  
Policy Title: Donations  
Office Responsible: Business Services  
Related Policies:  
Related Procedures:

#### **Policy Statement**

The College shall encourage all donors to make gifts and bequests other than gifts-in-kind, directly to the Oakland Community College Foundation. The Foundation is a 501(c)3 entity with a primary mission of raising funds to benefit the College.

Gifts-in-kind (e.g., real estate, vehicles, books, artwork, equipment, software, or intellectual property) should be directed to the College. The Chancellor, Vice Chancellor for Administrative Services or their designee will have the authority to accept gifts-in-kind, which must be consistent with OCC's mission, vision, and values and provide a net benefit to the College. In addition to the procedures established for the review, acceptance, accounting, and acknowledgement of gifts-in-kind, the College will adhere to all IRS regulations. Gifts-in-kind contributed to the College become the property of the College and are subject to the same controls and regulations that govern the use of other College-owned properties. Disposal of gifts-in-kind will follow College disposal policies as well as appropriate IRS regulations regarding disposal of donated property.

#### **Change Log**

1/28/1993 Revised  
7/1/2018 Effective date (formerly 3.1.3)