Windfall Donations Policy

**Purpose:** The intent of the following policy is to affirm the CDS Family & Behavioral Health Services, Inc. (CDS)/Community Alternative Foundation, Inc. (CASF) Boards of Directors respective recognition to manage certain donations to CDS in a prudent manner.

**Policy:** The CDS and CASF Boards acknowledge that Windfall donations funds will be used in accordance to the wishes of the donor, on either a restricted or unrestricted basis, and allocated as set forth below.

**Definitions:**

**Windfall Gift:** a restricted or unrestricted gift of $10,000 or more made in the form of cash, pledges, securities, partnership interests, commercial property (contracts, promissory notes, mortgages, deeds of trust), insurance and benefits (life insurance, annuities, IRAs and pension benefits), real property, tangible and intangible personal property, or Bequest.

**Bequest:** any gift, intended to take effect upon or after death, by a donor through a will, a trust, an IRA, pension plan or similar benefit plan, an annuity or insurance policy of any type, any type of survivorship account or similar wealth transfer document or plan.

**Procedure and/or Process:**

1. Windfall Gifts specified by a donor to be restricted to an endowment, either through outright gift, gift agreement, Bequest, or other estate arrangement, will be 100% placed in the CDS Endowment Fund.
2. Windfall gifts not specified by a donor to be restricted to an endowment will be allocated (a) no less than eighty-percent (80%) to the CDS Endowment Fund and (b) no more than twenty-percent (20%) to CDS’ capital or operational needs of CDS. Specific clause (b) allocations shall be made at the recommendation of the CDS Board Finance & Audit Committee with the approval of the Board of Directors.
3. Exceptions to the above policy requiring less than an eighty-percent (80%) allocation to the CDS Endowment Fund will require a two-thirds majority vote of the CDS Board of Directors.
4. The CDS Endowment Fund will be managed by the CASF Board of Directors, acting on behalf of CDS, subject to the terms of this policy, pursuant to the Florida Uniform Prudent Management of Institutional Funds Act (FUPMIFA).