

**I. PURPOSE**

This policy outlines the means by which Athlos Academy of St. Cloud will accept and manage cash and non-cash gifts and donations.

**II. POLICY**

- A. Athlos Academy of St. Cloud is not required to accept any cash or non-cash donations.
- B. Cash donations made to the school will be handled according to cash management procedures outlined Athlos Academy of St. Cloud's finance manual.
- C. Cash donations will become a part of the general fund unless otherwise designated by the donor.
- D. Non-cash donations will only be accepted if they are of legitimate use within the school.
- E. If a non-cash donation is sold at a later date, the gain or loss on the sale will be recorded in the financial statements.
- F. Donations requiring excessive time or cost to administer will not be accepted.