

Baltimore Research and Education Foundation, Inc.	Policy regarding the acceptance of personal contributions	No.		52
		Effective Date		03/24/2009
		Revision Letter		B
		Final Approval Signature	Approved at the BREF Board meeting held 1/26/2011.	

1.0 Purpose

The purpose of this policy is to establish the terms whereby the Baltimore Research and Education Foundation, Inc. (BREF) will accept personal contributions.

2.0 Scope

This policy applies to BREF Board members, principal investigators, employees and others associated with BREF.

3.0 Policy

3.1 When BREF considers accepting contributions from individuals associated with BREF, such as board members, PIs, employees, etc, it must insure that the donor or an individual appointed by the donor, not have an advisory role or expect to exert influence with respect to the use of the funds.

3.2 Personal donations accepted from those closely associated with BREF must be deposited into a separate BREF account that will be used for the general support of research or education.

3.3 All proposed expenditures from this fund will be first scrutinized by the Executive Director of the BREF then approved by the Board of Directors to ensure that there will be no more than an incidental personal benefit to the donor(s) of the fund.

4.0 Revision History

Revision Date	Revision Letter	Name of Document Author	Description of Change
03/24/2009	A	Heather Riley	Policy is put into approved format
01/26/2011	B	Shirley Rutledge	Minor wording changes. Policy approved at the BREF Board meeting held 1/26/2011.