



Foundation

PIKES PEAK STATE COLLEGE

Gift Acceptance Form

(All non-cash charitable gifts to Pikes Peak State College Foundation or Pikes Peak State College, follow this process. Please contact the Foundation directly for cash and securities donations.)

Date: _____

Please complete this form fully and accurately using all available information.

Donor Information

Name of Donor: _____ Contact Person (if applicable): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Gift Information

Department Receiving Gift: _____

Department Contact: _____ Phone: _____

Description of Gift (Include non-cash gift* type and any relevant identifying details such as brand, model, serial number, or VIN, as applicable): _____

Estimated Fair Market Value (if applicable): \$ _____

(For non-cash gifts valued at \$5,000 or more, a qualified appraisal and title (if applicable) is required – see next page)

Restrictions on Use (if any): _____

Gift Designation

Please indicate how this gift is intended to be used:

☐ **Gift to the Pikes Peak State College Foundation**

(To support the Foundation's general or restricted charitable purposes)

☐ **Gift for Pikes Peak State College**

(To support a specific College department, program, or purpose)

**Non-cash gifts may result in consumption for instructional purposes.*

For Pikes Peak State College Foundation Office Use Only

PPSC Department to Receive Gift: _____

Cost of Accepting Gift: \$ _____ Physical Location of Gift: _____

Accepted by:

- ☐ PPSC Executive Dean _____ Date: _____
- ☐ PPSC Vice President for Academic Services/President _____ Date: _____
- ☐ Pikes Peak State College Foundation _____ Date: _____

Item received by: _____ Date: _____



Foundation

PIKES PEAK STATE COLLEGE

Important Information About Your Donation

All charitable gifts—whether cash, securities, or non-cash property—are **accepted by the Pikes Peak State College Foundation**, which serves as the receiving entity for charitable, legal, and reporting purposes. Please contact the Foundation directly for any cash and securities donations.

Gifts designated for college use are subsequently **transferred to Pikes Peak State College** for educational, instructional, or operational purposes in accordance with donor intent, Foundation policies, and applicable state and federal regulations.

All gifts must be reviewed and approved by the Pikes Peak State College Foundation prior to acceptance. The Foundation will work with the college department and the donor to complete the form **before a gift receipt is issued**.

For non-cash gifts, the donor is responsible for all costs associated with transporting or transferring the gift to the Foundation or College, unless otherwise approved in writing.

Pikes Peak State College is required to report all gifts in accordance with **C.R.S. § 24-75-104(3)(a)**, which states they must provide “a complete listing, in accordance with generally accepted accounting principles, of all endowments, gifts, and bequests made to or expenditures in excess of two hundred fifty dollars made on behalf of said state institution of higher education during the immediately preceding state fiscal year.”

IRS Reporting Requirements

The following IRS requirements apply **only to non-cash charitable contributions**.

Gifts under \$5,000:

For non-cash gifts valued at **more than \$500 and up to \$5,000**, the donor must file **IRS Form 8283**. The donor is responsible for determining and reporting the fair market value.

Gifts of \$5,000 or More:

For any single non-cash gift valued at **\$5,000 or more**, the donor must obtain a **qualified independent appraisal** at their own expense and submit a copy to the Foundation. **IRS Form 8283** is required.

Motor Vehicles, Boats, and Aircraft:

For gifts of motor vehicles, boats or aircraft, the donor must provide:

- A Certificate of Title
- A qualified appraisal (if valued at \$5,000 or more)

Gifts of vehicles valued at more than \$500 require **IRS Form 8283** and **IRS Form 1098-C**.

If the Foundation sells, transfers, or otherwise disposes of a non-cash gift valued at more than \$500 within three years of receiving it, the Foundation must file **IRS Form 8282** and provide a copy to the donor. An exception applies to item #2 on Form 8282: if the donated property is used up or consumed in carrying out the College’s mission, the Foundation is not required to file Form 8282 or notify the donor.

IRS Forms:

- IRS Form 8283: <http://www.irs.gov/pub/irs-pdf/f8283.pdf>
- IRS Form 1098-C: <http://www.irs.gov/pub/irs-pdf/f1098c.pdf>