



Gwinnett Experimental Aircraft Association Chapter 690, Inc.
690 Airport Road Hangar #1 Lawrenceville, GA 30046
www.eaa690.org

A 501(c)(3) Corporation

EAA 690 Donation Policy (11/21/2019)

This document provides guidelines with respect to donations to EAA Chapter 690 located at Briscoe Field- KLZU, in Lawrenceville, GA

Our chapter encourages all forms of donations from individuals and organizations: such as; monetary, materials and tools, project aircraft, services and personal volunteer time.

Our chapter accepts the aforementioned donations with the goal of supporting our chapter activities to include (but not limited to):

- Young Eagles
- STEM Activities-
- Youth Build Program
- Aviation Summer Camp
- Scholarships
- Eagle Flights
- Flying Start

Our chapter wants to insure the items donated effectively support the above activities in a timely manner and due to the limited space available for storage; we request that prior to acceptance of any donated items, they are

approved by either the Board of Directors (BOD) or Board of Trustees (BOT) or

a designated representative authorized by the BOD or BOT to accept donations.

The BOD, BOT or a designed representative:

Polls the directors for the above activities quarterly; to determine what type of donations, especially materials and equipment, will help support their respective activities.

Is encouraged to solicit assistance from chapter members with the valuation process for the donations, utilizing the member's knowledge with respect to the donated items.

Recommends to the BOD the options available for the donated items; use internally, sell, salvage, trash or donate to entity.

Creates a record of the donated items

With assistance from other chapter members; conducts a sale of the donated items, if warranted by the quantity of donated items.

Final disposition of donated items is at the discretion of the Board of Directors.

Upon acceptance of the donations the chapter will supply the EAA 690 Donation Form, if requested by the donor (see below).



EAA CHAPTER 690 RECEIPT OF CHARITABLE DONATION

EAA CHAPTER 690 acknowledges and expresses appreciation for the following contribution:

_____ Cash donation in the amount of \$ _____

_____ Donation of the following goods or personal property:

_____ In-kind contribution of:

Donation received from: _____

Date of Donation: _____

The Gwinnett Experimental Aircraft Association, Chapter 690, Inc. is a Georgia Corporation and is recognized as a 501(c)(3) not-for-profit organization by the Internal Revenue Service.

Donation Received by: _____ Authorized Representative

Date: _____

IRS Guidelines

Charitable contributions to 501 (c) (3) organizations

If you itemize deductions on your federal tax return, you may be entitled to claim a charitable deduction for your EAA Chapter 690 donations. According to the Internal Revenue Service (IRS), a taxpayer can deduct the fair market value of items being donated. Fair market value is the price a willing buyer would pay for them. Value usually depends on the condition of the item.

By law, a charity cannot tell you what your donated items are worth. This is something you must do yourself. To assess "fair market value" for your donations:

Consult a local tax advisor who should be familiar with market values in your region

Review the following tax guides available from the IRS

Determining the Value of Donated Property — defines "fair market value" and helps donors and appraisers determine the value of property given to qualified organizations. It also explains what kind of information you must have to support the charitable contribution deduction you claim on your return. (Publication 561)

Charitable Contributions — explains which organizations are qualified to receive deductible charitable contributions, the types of contributions you can deduct, how much you can deduct, what records to keep, and how to report charitable contributions (Publication 526)

Noncash Charitable Contributions — applies to deduction claims totaling more than \$500 for all contributed items. If a donor is claiming **over \$5,000** in contribution value, there is a section labeled “Donee Acknowledgement” in Section B, Part IV of Internal Revenue Service (IRS) Form 8283 that must be completed. The form and instructions are available on the IRS site and can be accessed through this link, [IRS Tax Forms](#). A member of the management staff must verify that the donation receipts match the completed form and fill in the date of donation/s in this section. In addition, EAA Chapter 690’s name (Gwinnett Experimental Aircraft Assoc Chapter 690 Inc), address (690 Airport Rd Hangar 1, Lawrenceville, GA 30045) and identification number (54-2065782) must be completed.

IRS Links for Forms and Instructions — IRS Tax Forms Form 8283 is used to report information about noncash charitable contributions. Form 8282 is used to report information to the IRS and donors about dispositions of certain charitable deduction property made within 3 years after the donor contributed the property.

EAA Chapter 690 will be happy to provide a receipt as substantiation for your contributions in good used condition, only on the date of the donation.