

**Society for Military History
Policies and Procedures
Donations and Gifts Policy**

This policy outlines guidelines for the solicitation and acceptance of donations and gifts to the Society for Military History (SMH). The Executive Committee, Board of Trustees, and Membership should follow these guidelines and procedures when soliciting donations or making gifts.

General Principles:

1. Charged by the Society's Constitution as responsible for the direction, investment, and care of the Society's funds (Art. II, Sect. 4; Art. III, Sect. 9 C), the Board of Trustees and Executive Committee will diligently consider whether proposed donations and gifts would enhance the Society's mission. They will accept only those donations and other forms of support from individuals, partnerships, corporations, or other entities that they have determined to be in the best interest of the SMH and its members.
2. The president, vice president, executive director, and trustees are the principal agents permitted to engage in development activity. Other members of the Society who may wish to engage in development activity must first request approval from the president, who will vet requests through the trustees.

The SMH may accept:

1. Donations that enhance the mission, vision, reputation, and values of the SMH. Donations of all kinds should enrich the Society's goal to stimulate and advance the study of military history, and should adhere to/be in accordance with its commitment to academic freedom and integrity and its Code of Conduct.
2. Gifts of cash, publicly traded securities, and gifts in kind.
3. Donations or gifts made by virtue of being named beneficiary of retirement plans, life insurance, wills, or trusts.
4. Gifts designated for specific purposes that meet the organization's scholarly mission and academic commitments.
5. Unsolicited donations (such as those made in connection with annual membership renewals or those made directly to the organization) may be accepted without formal approval by the SMH. The Executive Committee will inform the BOT of proffered sizeable or noteworthy donations.

The SMH will not accept donations, gifts, or funds:

1. That come from entities whose support might jeopardize the credibility of the SMH's commitment to the principles of academic freedom and integrity, or that stipulate that they be used or expended in a manner inconsistent with the Society's mission, vision, and values.
2. Of a nature or purpose that may lead to the appearance of undue influence by the donor, endorsement of the donor by SMH, or that lead to a potential conflict of interest on the part of the SMH. Any donations that attempt to influence, or that suggest undue influence

on professional academic study and discussion, including the SMH annual meeting, will be rejected.

3. That jeopardize its status as a tax-exempt organization under state or federal law.
4. That place undue burden on staff.
5. The SMH reserves the right to decline or cancel promised gifts including annual installments if and when they violate, or attempt to violate, the organization's scholarly mission and academic commitments.

Review Process:

1. The Council must approve all solicited donations.
2. Gifts or donations for specified purposes will usually require an agreement between the SMH and the donor that specifies the purpose and terms of the gift, subject to approval by the Board of Trustees and Executive Committee.
3. In the event of an anonymous gift, the Board of Trustees and Executive Committee would determine if the donation is consistent with the SMH mission, vision, and values.
4. The SMH may revoke or rename a gift, prize, or award if the Board of Trustees and Executive Committee determine that doing so is in the best interests of the Society, including if the existing name or gift would be harmful to the reputation or fiduciary concerns of the society. When possible, the SMH would consult with the donor.

Prize and Award Donations:

1. The principles outlined above that guide the acceptance of gifts and donations also guide the acceptance, naming, and management of donations to establish prizes and gifts.
2. Donors wishing to establish prizes or awards may recommend the name of the prize or award, subject to Board of Trustees and Executive Committee approval.
3. Named prizes and awards should recognize individuals who have made a significant contribution to the discipline and/or the SMH, and who adhere to the Society's professional Code of Conduct.
4. Prizes or awards should be designed broadly enough to garner a sufficient number of competitors and candidates and, hence, to impart a level of prestige worthy of such a prize or award.
5. Proposed prizes and awards should be endowed with sufficient funds to be self-sustaining for the duration of the award.
6. In the event that a prize or award donation exceeds the amount needed for its specific purpose, the SMH may redirect the excess toward other purposes consistent with its mission, vision, and values.
7. Winners of prizes and awards will be selected by an SMH committee, commensurate with the policies and procedures applying to other similar committees.

Annual Meeting Sponsorships:

1. No sponsorship or donation to the SMH annual meeting will result in masthead naming privileges, although this prohibition does not preclude other types of recognition.
2. Donors may sponsor particular events at the annual meeting, such as a break reception, the opening reception, or keynote address, provided they adhere to the aforementioned principles and guidelines.

3. The SMH Executive Director may determine the levels of funding necessary to sponsor particular events.
4. The SMH may redirect any donated monies that exceed the amount necessary to fund the designated event toward other purposes consistent with its mission, vision, and values.

Approved by Council, April 28, 2022.