

Indian Bible College

Learning Resource Center

Gifts and Donations

Revised August 17, 2022 by LRC Staff

I. Gifts and Donations

Gifts of appropriate materials or funds for the purchase of materials can be accepted. Donated materials are expected to meet the same standards of quality and relevance to the collection as new titles. They should support the curriculum and the mission of the library as well as meet the collection development guidelines and policies.

1. Procedures

All inquiries for gifts and donations will be sent to the Learning Resource Director, Academic Dean, and/or the President before items are received or donated.

Final decisions on the retention and disposition of gifts are the responsibility of the Learning Resource Director and Academic Dean. The Learning Resource Director will review all proposed donations and may require presentation of a list of materials in order to determine acceptability for addition to the library collection.

Indian Bible College reserves the right to make decisions about the acceptance, disposition or location of gifts of materials or funds according to the LRC's collection needs and policy guidelines.

2. Appraisal of donated materials

Indian Bible College is not legally permitted to appraise the value of any non-cash gift for donor tax purposes. An appraisal (if desired) is the sole responsibility of the donor and should be done prior to the presentation of this material to the library. Donors will receive an acknowledgment letter with the number of titles donated.

An internal assessment of the monetary value of donations acquired will be calculated for budget and accreditation purposes.