Suggested Formats for Accepting Conditional and Unconditional Gifts

CONDITIONAL DONATION - SUGGESTED FORMAT

DETERMINATION UNDER SECTION 635(d) OF THE FOREIGN ASSISTANCE ACT (FAA)

Pursuant to the gift acceptance and use authority delegated by the Administrator under section 103.x.xx the ADS, I hereby accept the proposed gift by ________________ as evidenced by the acceptance letter attached to this document. Based upon a review of the documents and issues, the following criteria have been met:

1. The Agency can comply with conditions of the gift and still use the gift in furtherance of the purposes of the FAA;

2. The Agency can comply with conditions of the gift in a reasonable and cost efficient manner; and

3. Acceptance of the gift will not result in, or create the appearance of, a conflict of interest.

SUMMARY OF DETERMINATION:

Date of Determination: ____________________

Amount of Gift: __________________________

Purpose for which Funds are Available: _____________________________________

Further Conditions/Restrictions on Fund Use: ________________________________

_____________________________________________________________________

_________________________________ ____________________
Assistant Administrator, Date

Bureau for __________________

Attachment: Gift Acceptance Letter
UNCONDITIONAL DONATION - SUGGESTED FORMAT

DETERMINATION UNDER SECTION 635(d) OF
THE FOREIGN ASSISTANCE ACT (FAA)

Pursuant to the gift acceptance and use authority delegated by the Administrator under section 103.x.xx of the ADS, I have accepted the gift made by ________________ as evidenced by the acceptance letter attached. Based upon a review of the documents and other facts, acceptance of the gift will not result in, or create the appearance of, a conflict of interest.

SUMMARY OF DETERMINATION:

Date of Determination: _____________________

Amount of Gift: ___________________________

Purpose for which Funds are Available: _____________________________________

________________________________________

Assistant Administrator, Date

Bureau for __________________________

Attachment: Gift Acceptance Letter