

**POLICY C-AD10****Charitable Donations**

Prepared By: Legislative and Administrative Services

Council Approval Date: September 27, 2011

Effective Date: September 27, 2011

Council Resolution No.: 294-11

References: Nonprofit Organization Funding  
Policy C-RP14

Previous Revision Date: New

Function: Financial Management

LAS Endorsement:

**PURPOSE**

The purpose of this policy is to ensure that a uniform process is followed in responding to requests for charitable donations.

**POLICY STATEMENT**

Parkland County shall not make any monetary charitable donations to residents of Parkland County or to charitable/nonprofit organizations, unless otherwise approved for specific purposes under other Parkland County policies or grants.

**SCOPE**

This policy shall be applied to all requests for charitable donations.

**MANAGEMENT RESPONSIBILITIES**

The Chief Administrative Officer (CAO) and Manager of Legislative and Administrative Services are responsible for overseeing this policy.

**STANDARDS**

In support of charitable/nonprofit organizations and their fund raising efforts:

1. Parkland County may post or advertise information on behalf of the charity or nonprofit organization on staff or public bulletin boards in County facilities, or in local newspapers, at the discretion of the CAO or Manager of Legislative and Administrative Services, at no incurred cost to Parkland County.
2. Parkland County may provide promotional Parkland County items for fund raising purposes, at the discretion of the CAO or member(s) of Council.