



## Donation Policy

Revised 5.11.2018

Approved 8.11.2018

### I. Introduction

- a. The Dexter Community Players (DCP) donation program provides an opportunity to give through gifts and donations to those in the community with various philanthropic interests. It is not intended to compete with other non-profits or groups with which DCP works, but rather to provide those that are specifically interested in DCP the opportunity to give.

### II. Objectives

- a. Encourage the donation of facilities, cash, services and/or equipment to DCP by establishing clear guidelines for giving.
- b. Ensure that donations are consistent with the DCP's existing and proposed facilities and goals.
- c. Ensure that donations do not cause unbudgeted expenditures or significant ongoing maintenance responsibility for the organization.

### III. General

- a. DCP shall encourage donations.
- b. Donations must comply with an adopted plan or standard.
- c. In cases where the donation is not consistent with the DCP's adopted policies, DCP will attempt to identify alternatives for the donor's consideration.
- d. DCP reserves the right to deny any donation.
- e. The DCP Board of Directors shall revise this policy as necessary.

### IV. Acceptance of Donations

- a. The following criteria will apply to all individuals, groups, or organizations wishing to donate to DCP:
- b. Type: Cash Donations
  - i. All cash donations shall be directed to Dexter Community Players.
  - ii. DCP will accept funds donated for specific enhancements to programs. The donor has two options:
    1. Allow DCP to specify the best use of funds, or
    2. Specify the use of funds with approval from the DCP Board, consistent with the conditions of these policy guidelines.
  - iii. Items typically purchased by means of cash donations include basic amenities such as equipment, show expenses, etc. Donors are by no means limited to these items, as any improvements or items that are consistent with amenity standards will be considered.
- c. Type: Materials and other donations
  - i. Donations of materials and equipment must be consistent with adopted standards and specifications or policies and plans.
- d. Type: Sponsorships
  - i. Solicitation of Gifts
  - ii. Receipt of Donations
  - iii. Receipt Guidelines
  - iv. Reporting