

**DUNDEE TOWNSHIP PARK DISTRICT**

**DONATION REQUEST POLICY**

The Dundee Township Park District will periodically receive requests from individuals and organizations to provide them with a donation from the District. The following guidelines will assist the District with those donation requests:

1. Dundee Township based not-for-profit organizations that provide services to the residents of Dundee Township will be considered a priority for a donation.
2. Dundee Township based organizations and programs that are generally non-selective in nature, and offer participation to general participants will be considered for a donation.
3. Non-Township based organizations that service Dundee Township residents will be considered for a donation.
4. Select, travel, club and AAU based athletic programs will not be eligible for a donation.
5. Non-Township based organizations with no affiliation to Dundee Township residents will not be eligible for a donation.
6. The Executive Director has the discretion to honor donation requests from non-resident organizations and individuals that may not fit into the above criteria.
7. The Executive Director, or their designee, are the only District employees authorized to approve donations.

Donations provided by the District will primarily be passes for golf, fitness, aquatics, zoo and other facility uses. The Executive Director may consider donations of other District property under a value of \$500.

Park District Code Reference \_\_\_\_\_

Date of Approval by Board of Commissioners January 20, 2016

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