

**HALFMOON TOWNSHIP**  
**CENTRE COUNTY, PENNSYLVANIA**

**RESOLUTION NO.2019-10**

**DONATION POLICY**

**RESOLVED** by the Board of Supervisors of the Township of Halfmoon, Centre County, Pennsylvania, that

**WHEREAS**, there are numerous non-profit organizations providing a host of valuable services to the residents of Halfmoon Township, the Centre Region and Centre County, and

**WHEREAS**, the Board of Supervisors desires to establish a set of guidelines to appropriately direct the donation of funds collected through taxes levied on the residents and property owners of Halfmoon Township,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the Township of Halfmoon, Centre County, Pennsylvania, hereby establish the following policy for making donations to non-profit organizations serving the community.

Halfmoon Township may donate funds to local non-profit organizations that serve a public purpose and enhance the health, safety or welfare of Halfmoon Township residents, businesses and/or property owners.

These organizations should be qualified by Internal Revenue Service tax exemptions (501(c)(3), 501(c)(4), 501(c)(6) or the like).

The Board shall consider the following guidelines when determining if a donation of public funds is appropriate:

- The activity or organizational function supported through a Township donation must be open to all Halfmoon Township residents.
  - o Examples of appropriate activities include First Night State College, Fourth Fest, the Centre County Economic Development Partnership, local conference sponsorships (Affordable Housing summit and Community Diversity Conference), and the Spring Creek Water Monitoring project.
- Funding priorities are given to mission areas where Halfmoon Township provides infrastructure or services.

- Donations will not be made to individuals
- Donations will not be made to religious organizations
- Donations may be in cash or may include "in kind" use of Township facilities, equipment, labor and/or services.

Any organization accepting a donation from Halfmoon Township shall accept the following responsibilities and requirements.

- The organization shall furnish proof of their non-profit status.
- The organization shall provide a copy of their latest financial audit or IRS Form 990.
- The organization shall provide a signed letter documenting how the donated funds will be spent.

The Township may make modest memorial donations in recognition of staff members, their families, or volunteers who have provided significant service to the township.

Funding requests from taxing entities, authorities, or other governmental agencies (i.e. council of governments, or state department of transportation) will not be considered donations under this policy. However, the Board of Supervisors may consider these requests on a case-by-case basis.

RESOLVED this July 25 2019.

**HALFMOON TOWNSHIP BOARD OF SUPERVISORS**

*Danielle Del Cu*

ATTEST

*[Signature]*

(SEAL)