



## 7.15 Township Donations and Memorials

The Bath Township Board of Trustees recognizes that, from time to time, individuals or organizations in the community may wish to contribute money or property to Bath Township. The Board may accept any gift or grant of land with or without improvement, as well as, money or other personal property and the Board shall respect the purpose for which the gift was made.

All grants/donations must be preapproved in writing by the Board of Trustees. An application form is available on the Township website.

The Board shall provide an acknowledgment letter to the donor suitable for Federal Income Tax purposes. The Board reserves the right to refuse to accept any gift for any reason, including but not limited to, if the conditions and stipulations connected with it deprive the Board of control of the gift or when ownership would tend to reduce the resources of the Township.

Any gift accepted by the Board shall become the property of the Board and may not be returned without the approval of the Board in writing and is subject to the same controls and regulations as are other properties owned by the Board.

Contributions of equipment or services that may involve significant cost by the township for installation or maintenance or initial or continuing financial commitments from township funds shall be presented to the Board for consideration and prior written approval.

Individuals or organizations desiring to contribute to the township shall consult with township officials regarding the acceptability of such contributions in advance of the solicitation of funds or the making of budgetary appropriations within their organization.

The Board will make every effort to honor the intent of the donor and the use of the gift, but reserves the right to utilize any gift it accepts in the best interest of the township. In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product, business enterprise, or institution of learning.

No gifts shall bear the name of an individual, organization, or company, except as provided in this Donations Policy. The Board may allow a temporary sign (4 weeks) on township property to thank donors for their contributions.

### Memorials

The Board recognizes that the death of an employee or resident deeply impacts the staff or other residents, and their families. Memorials of a deceased staff or resident will be limited to endowments with a description of the purpose of the endowment. Following the death of a staff member, a moment of silence at a trustee meeting may be appropriate. Township resources cannot fund memorial items, maintenance or care thereof. Posthumous recognition will be considered after 12 months.

### Corporate/individual sponsorships

Consideration for acceptance will be given to proposals for naming agreements associated with corporate or individual sponsors for a facility but will only be granted for a defined period of time in conjunction with the major capital donation and/or pursuant to the terms of a lawfully executed contract. These naming rights shall have a maximum longevity of 10 years. It shall be the responsibility of the party requesting commemoration or sponsorship to provide appropriate recognition such as signage, plaque, or marker for the facility, subject to the written approval of the Board.