

## POLICY

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<b>Series:</b>	<b>Board Governance</b>	<b>COA: GOV 6, CFOP: 40-1</b>
<b>Policy Name:</b>	Board Donations	
<b>Policy Number:</b>	GOV005	
<b>Reviewed Date:</b>	01/21/2013, 7/14/2016, 12/13/2019, 10/20/2020, 8/17/2021	
<b>Revision #/Date:</b>	March 27, 2009, 2/28/2013, 8/25/2016, 12/10/2020, 8/26/2021	
<b>Effective Date:</b>	10/25/2007	
<b>Applicable to:</b>	BFP Family of Agencies Board of Directors	

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**PURPOSE:** The purpose of this policy is to outline for current and prospective Board members, the financial and participatory expectation of holding a Brevard Family Partnership Board seat. To promote the mission, vision, and purpose of Brevard Family Partnership and to substantiate commitment to the cause of protecting children, strengthening families, and changing lives, Board members will make an annual donation. This policy sets the guidelines for member donations for the purpose of establishing Brevard Family Partnership's credibility and to strengthen potential grant and funding solicitations. Members who are unable to donate because of regulations or guidelines that prohibit doing so will promote the vision and mission of the organization through attendance at events.

**References:** GOV 009 Board Member Role, GOV 011 Governance Model, PBR 3008 – Donor Recognition and Rights

**POLICY:**

### **Annual Contribution:**

Because of the importance board participation in fund-raising is to Brevard Family Partnership's ability to qualify for grants, board members will contribute an annual donation in an amount that is deemed reasonable by the individual member. The importance is not the amount, but the rate of participation, so any contribution, regardless of amount, will suffice. In addition, however, because BFP is a non-profit organization intended to rely on community support, members will represent the interests of BFP across the community and among their colleagues; family and peer groups, to actively solicit contributions as the opportunity arises. When members successfully solicit a donation of either in kind or monetary, they will inform the Board Liaison to ensure a letter of thanks and tax receipt is issued through the Public Relations Department. Annual board donations and or annual pledges will be made at the Annual Board Meeting. Board donations are intended to demonstrate a member's commitment and support for the mission of Brevard Family Partnership. The Public Relations Department will compile and aggregate the total amount donated by the Board members and the member will receive an acknowledgement and receipt on a quarterly basis from the BFP Public Relations Department designated staff member. This information will be used primarily for solicitation of funding through grants and related activities. It is understood that unless otherwise authorized by the Board, the contributions made by Board members are confidential.

## Events:

To the extent possible, it is expected that Board members will attend a minimum of two (2) events on an annual basis. Other events which have a ticket price will be paid for by the Board members and guests unless otherwise determined by the Board of Directors and/or availability of funding. Board members are encouraged to attend events that do not carry a cover charge or ticket price where partners and community members participate. It is anticipated that Board members will avail themselves of these opportunities to network on behalf of the agency and as an endorsement of the agencies mission, vision, and purpose.

## Special Activities:

There may be special activities locally or out of town which have significant impact on the organization and its continued viability. These may be in the form of legislative sessions, the annual Dependency Court Summit, and public hearings sponsored by either the DCF Secretary, the Florida Coalition for Children (FCC), the Brevard County Board of County Commissioners or other parties vested in child welfare in the State of Florida. These activities may require Board participation and active involvement to support not only Brevard Family Partnership but also, to support children and families in the Brevard County System of Care. For these events, Board members will be solicited to attend and demonstrate their ongoing support. They may also be asked to participate in panel discussions or to represent the interests of the organization to officials and legislators. When these events occur outside of Brevard County, or involve an entire day, those Board members in attendance will be reimbursed for allowable travel expenses according to the DCF travel policy in force CFOP 40-1, Florida Statute 112.061.

Approved by the Brevard Family Partnership Board of Directors on August 26, 2021.

AS APPROVED BY THE BOARD OF DIRECTORS:



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BARBARA J. LOFTUS  
Board Chair

BY DIRECTION OF THE CHIEF EXECUTIVE OFFICER:



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PHILIP J. SCARPELLI  
Chief Executive Officer

Signature Date: 9/11/2021

Signature Date: 9/11/2021