

DONATIONS

Donations or gifts of cash to the District are always appreciated. If the donation is subject to restrictions, the East Marshall School Board (Board) must approve the restrictions before the cash donation may be accepted by the District.

Donations of property other than cash are subject to the following guidelines:

1. Personal Property or Equipment. The donor of personal property or equipment must submit a written application to the Board containing the following:
 - A. The property or equipment to be donated.
 - B. The need of the District for the donated property.
 - C. Initial and continuing costs including a good faith estimate as to the future maintenance expenses to the District.
 - D. The education merit of the proposed donation.
 - E. Any restrictions regarding the use or disposal of the property or equipment.
2. Structures, Facilities or Improvements. If the donation or gift requires the construction, installation or maintenance of the donated property by the District, in addition to the application required in Paragraph 1 above the donor must:
 - A. Submit the application to the affected building principal and the building and grounds director for their joint recommendation prior to submission to the Board. If the proposed gift concerns technology, the technology director must join in the recommendation process. These people will constitute the project committee referred to in this policy.
 - B. Once the gift committee has determined its recommendation, the written application and the committee's recommendation must be submitted to, reviewed by and discussed with the Superintendent.
 - C. If the proposed gift or donation involves construction or repair of facilities on District property, the plans and specifications for the construction or repair must be submitted to a licensed engineer, architect or contractor for an independent opinion as to the necessity, feasibility, cost and future maintenance expenses of the donated structure.
 - D. Prior to submission to the Board, the donor must submit written evidence to the committee that the donor has cash on hand to pay for the donated property, construction, installation and all other related expenses. 10% contingency cash will also be on hand for construction projects.

Once all of the steps in the approval procedure have been completed, the project will be submitted to the Board for approval. If the project involves the construction or repair of structures or other facilities on District real estate, the Board may grant tentative approval subject to the donor's securing a binding contract for the construction or repair of the structure or other facilities which is equal to or less than the cash resources allocated to the gift by the donor.

The Board of Directors reserves the right to refuse any gift for any reason whatsoever.

All gifts shall become the property of the District and, unless otherwise stated, will not be returned to the donor without approval of the Board of Directors. In no case shall acceptance of a gift be considered to be an endorsement by the District of a commercial product, business enterprise or institution