

## Sample Board Giving Policy

Sample policy language can streamline the policy adoption process and is a good starting point. But it is never a good idea to simply insert your organization's name and present the document to the board for approval. The policy **MUST** be discussed and tailored to reflect your organization's culture and to conform to your other policies.

*This sample policy is distributed with the understanding that VLAA is not engaged in rendering legal or accounting counsel. We urge you to seek professional services to address your specific concerns.*

To demonstrate our commitment to our mission and to reach our fund-raising goal, board members agree that they must first make a gift themselves. This policy is intended to ensure that every board member supports Arts Organization with an annual donation. Board giving is distinct and in addition to attending special events, buying tickets or otherwise participating in our organization's activities. We will set a board-giving goal as part of the annual budget approval process. Monthly financial reports will include an update on board giving. All prospective board members will be given a copy of this policy. It will be included in our board manual and reviewed by the board on an annual basis.