

GIFT ACCEPTANCE POLICY

MANNA FOODBANK

The MANNA Foodbank Board of Directors will, in its sole discretion, approve or deny specific requests for naming facilities and features. Decisions will be based on the mission and values of MANNA Foodbank. The Board will also approve the duration of any recognition, as well as the type of recognition that will be made for each gift or class of gift, as appropriate. MANNA's Board of Directors may, in its sole discretion, make exceptions to this policy.

DONOR RECOGNITION POLICY

The goals of the Donor Recognition Policy are (1) to acknowledge the contributions of those who have supported the food bank, no matter how large or small the amount of the contribution may be and (2) to encourage contributions by making contributors part of the legacy of the food bank for future generations.

MANNA's policy for The Space to Erase Hunger Capital Campaign donor recognition will be addressed as follows:

- Each donor will receive a written acknowledgement of their gift or pledge.
- All donors will be invited to the campaign celebration event.
- All donors will be listed in a special edition annual report, unless they wish to remain anonymous.

NAMING RECOGNITION POLICY

MANNA's policy for the Space to Erase Hunger Capital Campaign will address naming opportunities for the facilities and facility features as follows:

- The donor will be recognized with appropriate signage in the named area. Signage will be approved by both donor and MANNA.
- Naming gifts will be listed on all campaign-recognition materials.
- The naming gift can be a multiple-year pledge, but must be two-thirds paid prior to ordering or installing the signage.
- Gifts-in-kind will be acknowledged in the same manner as cash donations, as long as the gift is directly related to the Space to Erase Hunger Project.
- Naming rights are secured for the useful life of the facility or MANNA's ownership of the property.

(over)

- MANNA reserves the right to remove any naming entity convicted of a crime or conduct deemed detrimental to MANNA and its values.

NAMING OPPORTUNITIES

Major MANNA facilities and features may be named. MANNA would encourage donors to honor deceased individuals, individuals, families, cultures, or foundations.

The Space to Erase Hunger Capital Campaign offers the following naming opportunities:

<u>Naming Area*</u>	<u>Amount</u>	<u>Status</u>
Building 627	\$500,000	
Building 623	\$500,000	
New Freezer	\$300,000	
New Cooler	\$250,000	
New Produce Cooler	\$200,000	
Bulk Packaging Are	\$150,000	
Volunteer Reception	\$150,000	
Racking Row	\$50,000	

*Other features may be available for naming.