

Subject:  
**Recognition of Donation**

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**Purpose:**

To recognize donations that support and enhance VPD events, publications, programs and facilities while ensuring that advertising in VPD parks is appropriate for all age levels, is not offensive to the general public and is in the best interest of the community.

**Policy:**

To assure that all donor recognition is consistent throughout the District the following guidelines will be followed:

- Donation must be approved in advance.
- A donor will be recognized once per site.
- Recognition will be provided in one location at the site.
- Recognition will be made by including each sponsors name on a plaque or sign in lettering and size standard to all.
- The design and material of the plaque or sign must be compatible with the site or program.
- Maintenance of the sign or plaque will be the responsibility of the District for as long as the program or site is part of the District. The District is not required, however, to replace a sign or plaque due to vandalism or loss if not practical.

All proposed plaques or signs must be reviewed by District Administration and approved by the Board of Commissioners.

**Applicability:**

The District will only accept donations that are supportive of the District's goals and are in the best interests of the community and the VPD.