

Effective Date: 11/19/1998, Motion #98-072
Revised Date: 1/11/2017
Review Date: 1/11/2017

North Sound Behavioral Health Organization

Section 3000 – Fiscal: In-Kind Donations and Services

Authorizing Source:

Cancels:

See Also:

Responsible Staff: Fiscal Officer

Executive Director Signature:

Approved by: Board of Directors

Motion #: 98-072

Date: 11/19/98

Date: 1/11/2017

POLICY #3019.00

SUBJECT: IN-KIND DONATIONS AND SERVICES

POLICY

The North Sound Behavioral Health Organization (North Sound BHO) shall accept in-kind donations and services from individuals, counties, or other parties if they serve to meet the mission of North Sound BHO, as long as there is not conflict of interest as described in the policy governing Conflict of Interest.

PROCEDURE

North Sound BHO shall accept in-kind donations and services as authorized by the Executive Director. The Executive Director shall notify the Financial Officer when an in-kind donation or service has been received. The Accounting Specialist shall record the transaction in the official accounting records of the agency.

In-kind donations shall be recorded at fair market value less accumulated depreciation at the time of receipt.

North Sound BHO shall provide a receipt to the donor to acknowledge all in kind donations and services. The receipt shall not assign any value to the donor.

In-kind donations and services shall be reported on North Sound BHO Financial Statements in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting, Auditing and Financial Reporting (GAAFR) standards.

Donated hours of service shall be valued at fair market value.

ATTACHMENTS

None