

	<b>Montana Mental Health Nursing Care Center Policy Manual</b>	<b>Policy Number</b>	<b>201</b>
		<b>Original Date</b>	<b>05/16/1983</b>
		<b>Revised Date</b>	<b>04/28/2016</b>
	<b>Department: Fiscal Property</b>		<b>Donated Funds</b>

**Policy:**

Donated funds will be expended to benefit the residents.

**Procedure:**

1. All donated funds must be processed through the Business Office for deposit into the donation account. Unless designated by the donor for a specific purpose, donated funds may be used for any project that benefits the residents.
2. A committee will be appointed by the Superintendent to make recommendations for expenditure of donated funds.
3. The Superintendent will make the final determination concerning the expenditure of donated funds.

Reviewed: \_\_\_\_\_

Superintendent: \_\_\_\_\_