

Voluntary Contribution Internal Policy Information

Per the Title III-C policy requirements, “Voluntary contributions methods are determined through consultation with stakeholders within the service area. The Division will monitor and approve voluntary contribution solicitation practices and materials upon development, implementation, and during the service provider evaluation process”.

Service providers shall develop and submit their internal policy for voluntary contribution solicitation methods with the supplement information required with the grant applications annually. The policy shall include at minimum:

1. Method of soliciting voluntary contributions from eligible participants. Examples include signs at the nutrition program, letters to eligible participants, and verbal communication to eligible participants.
2. Method of logging voluntary contributions.
3. Frequency of contribution solicitations (i.e. how often are you sending out letters, communicating to participants, etc.).