



## **Gifts for Tomorrow Legacy Gift Guidelines**

The Cosumnes Legacy Foundation offers many ways to commemorate an event or memorialize a person through the "Gifts for Tomorrow" program. It's an excellent way to honor individuals, businesses, and community clubs, groups and organizations while contributing to your community at the same time.

The following represents the current policies:

- Your donation will fund the purchase and installation of your gift and provide for its ongoing maintenance and one replacement if applicable.
- Gift costs are subject to change based on increase of item cost, shipping, installation and maintenance.
- Gifts must be paid for in advance and installation dates may vary pending on the type of gift and location.
- Gift donors will receive a receipt, certificate and letter of acknowledgement.
- Trees may be ordered at anytime but can only be planted November through March.
- Plaques are optional and only available on appropriate irrevocable gifts valued at \$1,600 and up.
  - Donor is responsible for the cost of recognition plaque and replacement cost (if desired) for stolen or severely vandalized plaques.
  - Plaques are cast bronze, all weather, and are permanently installed.
  - Plaques installed in grass are maintained with mowing but not edging.
  - All plaque messages must be approved through the Cosumnes Legacy Foundation and the CSD Parks and Recreation Department. Staff will work closely with donor to assure all interests are served.
  - In general, plaque sizes are reflective of the gift amount.
    - Gifts with a minimum of \$1,600 to \$10,000 merit a 4" x 10" permanent plaque.
    - Gifts over \$10,000 merit a larger plaque and size is determined by the value and type of gift.
    - "Capital Campaigns" projects may have donor recognition in a "ladder" plaque with donors being recognized by the same plaque size but in different categories based on donation.

Although guidelines have been established there is considerable flexibility and all donor requests are taken into account and reviewed accordingly.