Town Council Regular Meeting
Agenda Item 7.e.

Agenda Item: **Resolution 26-G-66 to amend Town of Herndon Community Donation Program Policy Statement**

Meeting Date: November 17, 2026

Category: Consent

Prepared by: Kirstyn Jovanovich, Interim Town Manager

Description:
This is a request to amend the Community Donation Program Policy Statement following discussion at the November 4, 2026, Town Council Work Session.

Background/Timing Impact:
The Town Council adopted the Community Donation Program Policy on March 24, 2026, establishing eligibility requirements and evaluation criteria for donations to qualifying nonprofit organizations. The Town has since completed its first round of applications under the program. At its November 4, 2026, work session, the Town Council requested that staff amend the policy to expand eligibility to include qualifying veterans' organizations recognized under Section 501(c)(19) of the Internal Revenue Code. The proposed amendment has been incorporated into the policy for the Town Council's consideration and adoption. All other eligibility requirements and evaluation criteria remain unchanged.

Timing Impact:
Amending the Community Donation Program Policy will allow qualifying veterans' organizations to be included in the type of non-profit organizations that can apply under the program.

Strategic Focus Area:
Strong Fiscal Stewardship
Good Governance
Thriving Community

Fiscal Impact:
Donations are discretionary and subject to Town Council approval through the annual budget process. Any funding designated for community donations will be allocated and appropriated by Town Council as part of that process. Distribution of approved funds will be administered in accordance with the Town Council–adopted Community Donation Policy and applicable administrative guidelines.

Legal Impact:
In accordance with the Code of Virginia Section 15.2-953, localities may appropriate funds to any charitable or non-profit organization if the organization provides services to the residents of the locality and if such organizations are not controlled in whole or in part by any church or sectarian society.

Staff Recommendation/Next Steps:
Recommend approval as presented.

Attachments:
1. Resolution (Proposed)
2. Policy, Amended