**TOWN OF HERNDON, VIRGINIA**
**TOWN COUNCIL**

**RESOLUTION**

**AUGUST 12, 2025**

**Resolution- to establish a De Minimis Donation Policy Statement, appropriate funds for the program and delegate approval authority.**

The Town Council for the Town of Herndon, Virginia is supportive of providing small (de minimis) donations to qualified organizations. The proposed policy statement on de minimis donations provides the administrative framework for small donation requests received by the Town of Herndon. Under the Code of Virginia, 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.

**THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Herndon, Virginia that:

1. The De Minimis Donations Policy Statement, dated August 12, 2025, is adopted.

2. The Town Council authorizes a budget transfer of $2,500 to appropriate funding for the program.

3. The Town Council delegates approval authority for donations under this policy to the Town Manager.

4. The De Minimis Donations Policy Statement and program are in effect as of adoption.