



**ANNA**  
American Nephrology  
Nurses Association

Policy .....	2.15
Revised Policy .....	7/10
Revised Procedure .....	8/10
Bylaws & Policy Committee .....	8/24
BOD Reviewed and Approved ...	9/24
DEI Reviewed .....	2022-23
Substituted for .....	8/08
Original Date .....	11/01

## **POLICY & PROCEDURE**

### **GUIDANCE FOR ANNA DONATIONS**

#### **POLICY**

All donations made with the American Nephrology Nurses Association (ANNA) funds should be consistent with the mission of ANNA. As fiduciaries, the ANNA Board of Directors (BOD) should also assure that monies are given to financially sound organizations.

#### **PROCEDURE**

1. All requests for donations will be directed to the Executive Director.
2. The Executive Director will review the request and obtain background information.
3. The Executive Director will:
  - a. Determine if the mission of the organization, project, or initiative is consistent with ANNA's mission and Strategic Plan.
  - b. Ensure the requesting agency is fiscally sound by:
    - (1) Requesting an annual report or written documentation of the organization, project, or initiative.
    - (2) Requesting financial information such as a financial statement and/or IRS 990 (tax return), when additional documentation is necessary to evaluate a request.
4. The Executive Director will provide the above information to the ANNA National President who will decide whether or not to propose the donation to the BOD for approval.