



Meals/Food Purchase Policy

Preamble

Connections for Independent Living (“Connections”) is committed to applying best practices commonly deployed by 501(c)(3) public charities. As such, the Connections Board of Directors supports an organizational culture that acknowledges and embraces the benefits – both tangible and intangible – that food and sharing of meals may provide to individuals, teams, and the organization as a whole. Connections recognizes the following two scenarios and guidelines when purchasing food or meals for consumers, clients, staff and volunteers in business related settings:

- **Group Trainings**

When a group of consumers, clients, staff or volunteers are asked to perform work on behalf of, or trainings to enhance performance on behalf of Connections, it is appropriate for Connections to provide light meals and food provisions. These expenses should be prudent and responsible and not exceed what would normally be acceptable under similar circumstances in the nonprofit business model. Cost of these food provisions should be pre-calculated in a department budget and approved annually in the operating budget by the board of directors.

- **Consumer Activities**

Connections recognizes that during some Consumer activities light meals and food provisions may be served. Cost of these food provisions should be pre-calculated in a department budget and approved annually in the operating budget by the board of directors. These expenses should be prudent and responsible and not exceed what would normally be acceptable under similar circumstances in the nonprofit business model.

Connections requires all purchases to be documented in compliance with GAAP and never approves the purchase of alcohol.

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