

Iowa Cancer Consortium Condolence Policy

Effective Date: February 24, 2017

Reviewed/Renewed by Board of Directors: February 20, 2018



Purpose

This policy governs spending on gifts such as flower arrangements or donations in the event of a hospitalization, illness, injury or death of an Iowa Cancer Consortium partner, staff or board member.

Guidelines

1. The gift must be approved by treasurer or other board member.
2. In case of a death, a donation will be made in place of sending flowers if a charity has been identified by the family and if that charity's mission aligns with that of the Iowa Cancer Consortium.
3. The amount spent must not surpass \$100.
4. The funding source will come from the Iowa Cancer Consortium's general account.