

CONTRIBUTIONS PROGRAM



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Objectives

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By the end of this module, participants will be able to:

1. Describe contributions authorities and policies
2. Identify types of contributions
3. Understand reporting requirements
4. Complete the "Can we accept it?" exercise
5. Apply guidelines for recognizing partners



Ethics Issue

Can I solicit contributions?





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USACE Employees Cannot ...

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... solicit or take any action that gives the appearance that they are soliciting contributions in support of USACE programs or activities.

The term “solicit” means any request made to a non-federal entity or group on behalf of USACE.

You CANNOT directly ask for contributions.

BUT

You CAN provide information!





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How to Approach a Potential Partner

USACE CAN directly ask organizations and individuals if they would be interested in **VOLUNTEERING**.

- This can be a good way to start a conversation about partnering and result in the potential partner offering contributions beyond volunteer time.

Use the Partnering with USACE handout when you approach a potential partner.

- Explain that you are reaching out to organizations within the community that have similar missions and goals, and we would like to find a way to work together.
- Ask the potential partner for an informal meeting, coffee, lunch, etc. to hear what they would like to see at the project and where we might work together.
- Explain budgetary/staffing/resource constraints that may prevent us from accomplishing the mission/goals.



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U.S. Army Corps of Engineers Partnership Opportunities

Connecting with the Corps

The U.S. Army Corps of Engineers (USACE) manages some of the most cherished lakes, rivers and lands near your cities and towns. Communities are proud of their special places in our parks. Great family memories are made while boating, fishing, camping, or after a quiet day of hiking or biking on one of our many trail systems. These experiences are important in strengthening families and organizations. Our parks also have significant economic impact, with 260 million visits per year supporting 210,000 jobs in communities near USACE lakes.

With you by our side, we can provide more services to the public.

Benefits of Partnering with the Corps

We believe in the power of partnerships to transform the experiences of our visiting public and enhance the sustainability of our public lands and waters.



National Exposure

Partnering with a federal agency such as USACE offers the opportunity for national exposure. USACE manages more than 400 lake and river projects on more than 12 million acres of land and water in 43 states.



Variety of Opportunities

The diverse missions of the Corps provide a variety of partnering opportunities. USACE provides over 4,700 recreation sites with more than 94,000 campsites, 3,700 boat ramps, and 7,400 miles of trails.



Economic Impact

Our parks have significant economic impact, with visitors spending upwards of \$16.8 billion annually on trip expenses and strengthening the environmental, social, and economic health of local communities.

90%

more than
of our lakes are within 50 miles of a
metropolitan area



To find out more about partnering with USACE please visit:
<https://corpslakes.erdc.dren.mil/visitors/partners.cfm>





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Social Media Outreach – Example from Rend Lake (MVS)

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OPPORTUNITY

ALERT!

*Calling all local businesses,
community groups,
volunteers, and others!*

The Rend Lake Project Office/Visitor Center would like to partner with local organizations for our annual Trick or Treat the Visitor Center event on Oct. 29!

For more information please call
618-724-2493 or email
breanna.f.whitley@usace.army.mil



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St. Louis District



COMMUNITY PARTNERS NEEDED!

CALLING ALL LOCAL BUSINESSES,
COMMUNITY ORGANIZATIONS,
VOLUNTEER GROUPS, ETC – THE
REND LAKE PROJECT
OFFICE/VISITOR CENTER NEEDS
YOUR HELP!



The Rend Lake Project Office/Visitor Center would like to partner with local groups to help with the Trick or Treat the Visitor Center event on October 31. Partners can contribute time, services, materials, etc.

For more information, please
contact Natural Resources
Specialist, Breanna Whitley

CALL:
618-724-2493

EMAIL:
BREANNA.F.WHITLEY@USACE.ARMY.MIL



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Email Outreach



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Good afternoon, Angelou,

I'm sorry that I missed you at the Outdoor Retailer show, but I understand you and a few other representatives from Greening Youth stopped by our Public Lands booth. Since you are located in the Atlanta area, one of my colleagues from the Forest Service gave me your card. I'm not sure how familiar you are with the Corps of Engineers, but we have four lakes within a 2 hour drive from Atlanta (Lanier, Allatoona, Carters, West Point) that collectively receive 14+ million visitors each year. As you may imagine, there can be significant impacts to the resource from recreation activities that include camping, swimming, hunting, fishing, boating, biking, hiking, and other day use, as well as pressures on the environment from shoreline development.

We have worked extensively with Student Conservation Association at many of our lakes around the country, but we are always looking for opportunities to work with other youth conservation associations as well. If you'd be interested, I'd like to set up a call between Greening Youth and a few of our Corps staff from the Mobile District so we can learn more about each other's organizations.

Just to give a little background on our overall Corps footprint:

- The Corps of Engineers manages 12 million acres of public lands and waters
- 403 lakes and rivers projects in 43 states
- 90% of USACE lakes/rivers are within 50 miles of a metropolitan area
- 5.3 million acres have significant waterfowl use
- 7 of the top 10 migratory bird flyways cross over USACE waters
- 81 million annual fishing visits
- 55,000 miles of shoreline
- 250 million recreation visits per year
- 18% share of US freshwater fishing with 3,000 tournaments per year
- <https://corpslakes.erdc.dren.mil/visitors/visitors.cfm> (for more info)

TIP: Give them time to digest/respond. Then follow up with a phone call!

Please let me know if you'd like to learn more about partnering with us. I've also attached an information sheet.



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Can USACE Accept Contributions and Donations from a Potential Partner?

YES!

- The Contributions Program allows the acceptance of contributions and donations from groups and individuals.
- Provided that the contribution or donation is NOT from a Prohibited Source!
- And you have a project or District Contributions Plan
- Contributions are the **simplest** and **most utilized** partnership type in USACE





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Contribution Authorities

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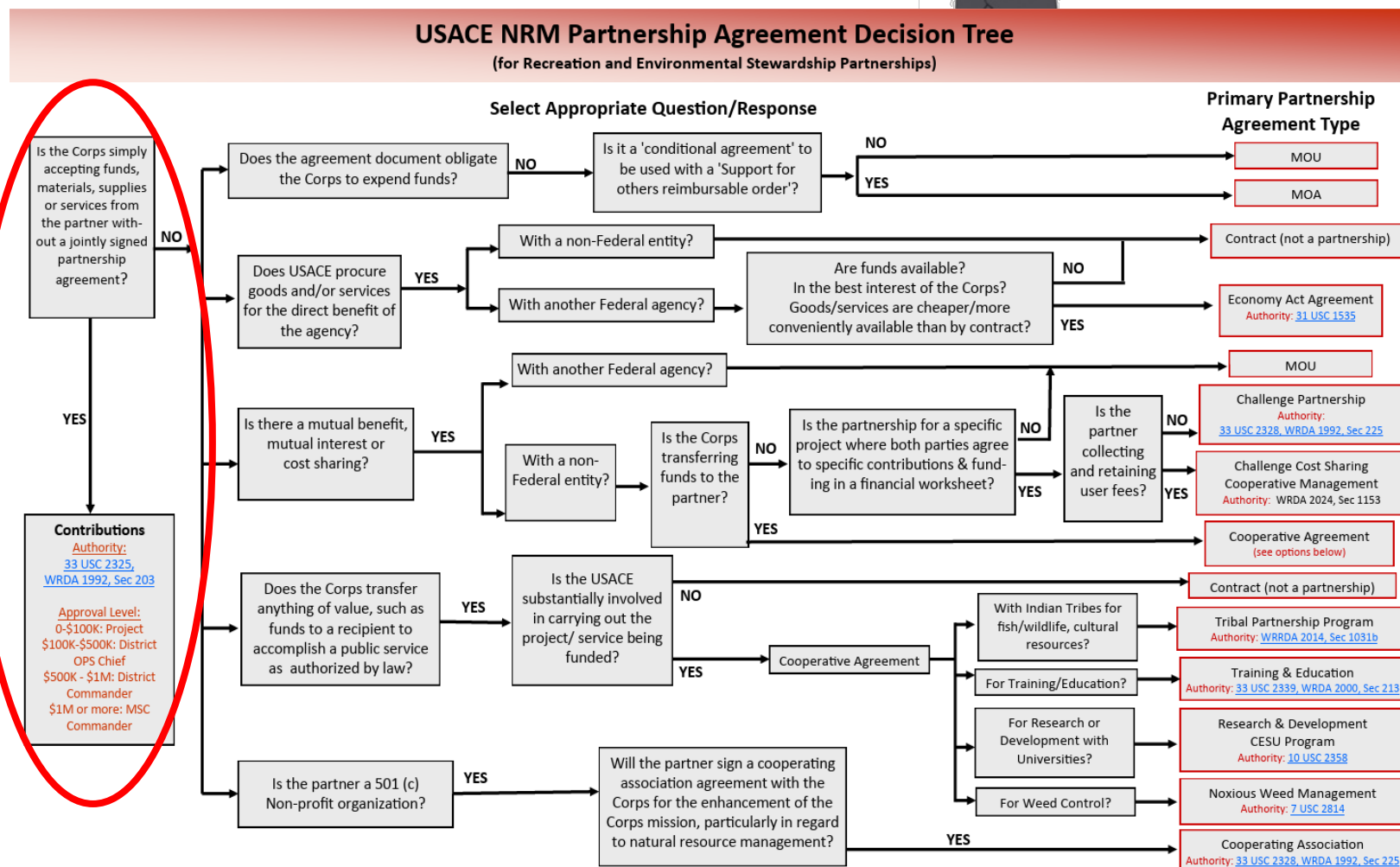


- The contributions program was authorized by 33 USC 2325, Water Resources Development Act of 1992, Sec. 203

- ER 1130-2-500 provides guidance and procedures for the acceptance of contributions.

- 33 USC § 2325 and 2328 provide the authority to accept donations through the challenge partnership and contributions programs.

- The foundation for our Partnership Program tools are based on the concept of Contributions.





A Prohibited Source is an Entity That...

- Seeks official action from USACE
- Conducts or seeks to conduct business with USACE
- Conducts activities regulated by USACE
- Seeks to influence USACE policies or regulations
- Hopes to use your position as a USACE employee to benefit or further its efforts or mission



Perceptions

- Contributions from an entity that would associate USACE with casinos, pornography, or other questionable products shall be **declined**.
- **Any** contributions or donations that may be perceived as controversial should be declined.



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Contribution Plan Templates

- HQ suggested non-mandatory templates are available at <https://corpslakes.erd.c.dren.mil/employees/contribute/template.cfm>



Lake Red Rock water trail partner sign



Many lake sites are hosting events with support from the community, cooperating associations and corporations.



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Roles and Responsibilities of USACE Employees

- Each location that collects contributions shall have a contributions plan that describes the work to be accomplished with any potential contributions.
- This document will become part of the Operations Management Plan (OMP) and should be reviewed/updated with the OMP every 5 years unless your District has a contribution plan for all projects. *(This guidance may become obsolete if OMPs are no longer required.)*
- Commanders may choose to designate a district contributions plan; thus a project specific plan is not required.
- Districts currently without plans: Hawaii, Alaska, Los Angeles, Galveston, Chicago

Augmentation

- Because we have specific legislative authorities that allow for contributions, the partner's portion of a partnership agreement is not an augmentation of the budget.
(Per CECC-G Bulletin No. 02-12, Challenge Partnership Program)
- Funds or other items received as a result of a competitively awarded grant from a foundation or other source are also considered a “contribution,” not augmentation of appropriated funds.





Remember...

- All potential contributions MUST be reviewed/approved:

Contribution Amount	Approval Authority
Less than \$2,500	Any staff member
\$2,500 – \$100,000	District NRM Chief, OPM, or Park Manager
\$100,000 – \$500,000	District Operations Chief
\$500,000 – \$1,000,000	District Commander
Greater than \$1,000,000	Division Commander

**(From ER 1130-2-500, Ch 10)*

- Any group or individual may potentially be a prohibited source of gifts or donations if they are seeking official action from USACE.



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Contributions Checklist

ACCEPTANCE FACTORS FOR CONSIDERATION

	No (Acceptable)	<u>Yes</u> or Maybe* (Not Acceptable)
1. Does the contribution appear to be an attempt to influence a Regulatory permitting decision or decision under other USACE authority?		
2. Does the contribution fail to meet a legitimate USACE need?		
3. Does the contribution require USACE to commit funding commitment that is not currently available?		
4. Does the donation circumvent law, regulation, or policy?		
5. Are any conditions on the contribution inconsistent with authorized purposes or any relevant USACE policy or planning documents?		
6. Will the contribution be used by the donor to state or imply endorsement or promotion by USACE of the donor or the donor's product or services?		

7. Does the donation consist of personnel or funding to hire new or additional permanent USACE employees?**		
8. Does the amount or timing of the proposed contribution appear to influence any pending USACE decision or action involving the donor's financial or business relationship with USACE, such as a contract, permit, lease, grant or cooperative agreement?		
9. Is there either an actual or an implied commitment by USACE to take an action favorable to the donor in exchange for the contribution?		
10. Is the donor involved in litigation or other disputes with USACE?		
11. Is the donor seeking a permit, license, or other approval from USACE?		
12. Is the donor otherwise engaged in any type of business relationship with USACE?		
13. Has the donor been debarred, suspended, proposed for debarment, excluded, or disqualified under the non-procurement common rule, or otherwise declared ineligible from doing business with USACE?		
14. Will the donor obtain, or appear to obtain, preferential treatment in dealing with USACE?		
15. Has the donor had any recent public history of criminal or civil violations for which accepting the contribution would likely cause substantial public controversy?		



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Types of Contributions

Two types of Contributions:

Monetary

- General
- Earmarked/specific



Non-Monetary

- Durable goods
- Services



* Note: A contribution does not give a partner special or exclusive use of the facility or project donated.



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Processing Monetary Contributions

Voluntary Contributions for Environmental and Recreation Projects and Challenge Cost-Sharing (Partnership) Program for the O&M of Natural Resources and Recreation:

Monetary contributions will be credited to the Rivers and Harbors Trust Fund account 096R8862.

Each district must create a cost share control record reflecting a Federal zero amount, appropriation 096X3123 and AMSCO of the federal project applicable for tracking purposes, track, record estimated non-cash contributions and create a Local Cost Share Advance. *Updated in ER 37-1-30.*

- Checks should be made out to FOA, USAED, (*Insert District name here*).
- CEFMS – Contributions are handled like a customer order with advance use. A work item is set up in P2 citing the appropriation the funds would be captured under when completing the advance account, allowing the District Resource Management Office (RMO) to fund the transaction in their database.
- The Project Budget Analyst will need to communicate with the District RMO, Budget (RM-B) to determine the correct appropriation intended for use to fund the work.
- Once deposited, these funds will become available to the Project and will only be used for the general work activities listed in the Contributions plan.



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Deposits, Forms, Reports

- Engineering Report 3313 (remittance register) should be used to deposit or transmit collections to the disbursing officer when funds reach or exceed \$5,000 or by Thursday of each week, whichever comes first. *(Reference ER 37-1-30)*
- A monthly report may be maintained at the District Office and coordinated through District staff in RM.

Print Form
E-mail

U.S. ARMY CORPS OF ENGINEERS REMITTANCE REGISTER For use of this form, see ER 37-1-30; the proponent agency is CERM-F.		1. DATE PREPARED (YYYYMMDD)		2. CONTROL NUMBER (Number Consecutively)			
		3. PREPARING ELEMENT				4. INVITATION NUMBER (where applicable)	
5. ITEM OR BID NUMBER	a. RECEIVED FROM (Name of Remitter or Bidder)	b. TYPE OF REMITTANCE (mark X Applicable Column)				c. REMITTANCE NUMBER	d. AMOUNT
		(1) CH	(2) MO	(3) DFT	(4) CASH		
		☐	☐	☐	☐		
		☐	☐	☐	☐		
		☐	☐	☐	☐		



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Accountability of Non-Monetary Contributions

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- All non-monetary contributions must be recorded, accounted for and managed in the same way as other USACE property.
- Prior coordination with Logistics Management should occur before contributed personal property is accepted.
- For record-keeping purposes, the value of the donated materials and equipment should be determined using the local market value of comparable items.





- Date
- Organization
- Primary Purpose
- Description
- Value of Cash Received
- Value of Materials/ Equipment
- Value of Professional Services
- Number of Volunteers
- Volunteer Hours

Contributions must be entered into CWBI-OPS. This form will aid in keeping track of all contributions until data entry is performed in October of each year.



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Potential Projects

General: Contributions will be utilized to accomplish tasks or projects for the protection, improvement, restoration, rehabilitation or interpretation of natural resources, environmental features, recreation areas and facilities or cultural resources at the Project.



Donation of nesting boxes from an Eagle Scout

River Safety

A journey on the river is exciting and fun; please follow these simple guidelines to ensure that your trip is a safe one.

Always wear a PFD (lifejacket) while on the water, no matter what the activity is.

Cold water can kill, dress appropriately. Smith River temperatures can range from 45 -70 degrees F.

- Never float or paddle over low-head dams, avoid fallen trees and other in-stream obstructions.
- Do not stand up in a canoe or kayak, and avoid weight shifts that may cause capsizes.
- Never go boating or tubing while under the influence of alcohol or drugs.
- Carry a supply of food and water adequate for your trip length.
- Avoid weather or water conditions beyond your skill level.
- Learn rescue skills necessary to assist others.
- Plan for emergencies, carry basic first aid.
- Learn more about your route in advance.
- Inform others of your trip plan.

The four major causes of drownings are:

- ✓ Not wearing a life jacket;
- ✓ Abuse of alcohol;
- ✓ Lack of sufficient swimming skills;
- ✓ Hypothermia

WEAR YOUR LIFE JACKET!

Power Generation

The Smith River is a "tail-race" river from Philpott Lake to Martinsville. Water levels can change rapidly during power generation. The Army Corps of Engineers generates during peak demand hours from Philpott Dam. Know the generation schedule by calling : (276) 629-2432

River Etiquette

Obey all rules and regulations. Respect private property. Be considerate of others. Give fisherman a wide berth. Avoid taking disposable containers; take it in, take it out. Please do not litter. Do your part to keep the river clean So the next person can have the same experience.

Dan River Basin Association River Safety sign placed at launch sites along the Smith River



Typical Tasks Identified in Project OMPs Acceptable for Contributions

Enhancement of lake aesthetics and recreation facilities	- Vegetation plantings in recreation areas - Removal of invasive species - Repairs/upgrades to facilities - Drift and debris removal - Signs and marker installation - Accessibility improvements
Interpretive and Water Safety Programs	- Outreach materials - Interpretive signage - Life jackets and other safety equipment - Advertising/Marketing - Special events
Environmental Stewardship	- Forest management - Wildlife management - Level 1 and 2 inventories - Habitat studies - Trail development - Develop/enhance GIS database



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Contribution Example: Partner Organization Contribution of Services - Sam Rayburn, SWF

<https://www.ktre.com/video/2022/06/23/jasper-county-officials-unveil-all-abilities-boat-ramps/>



Enhancements of the boat ramp docks have been made at Twin Dikes Public, Mill Creek, and San Augustine parks. Construction began in May and was finished before Juneteenth weekend. Jasper County Judge Mark Allen credits the US Army Corps of Engineers with completing the project quickly. They provided materials and equipment, while Jasper County provided volunteers to help with installation.



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Use of Contributions

- Contributions will not be used to begin construction or other projects or programs, unless there are sufficient appropriated and donated funds to ensure completion of the work to a degree that has independent utility.
- Donated funds may, however, be used to advance project design work.
- Research projects, books, mapping, exhibits, films and all other projects funded with contributions must receive the same reviews and approvals as do projects that use only appropriated funds.
- Memorial Contributions: USACE may accept donated funds or materials for construction of a facility such as a park bench or picnic table in memory of a donor's family member if the item meets USACE standards. A plaque or sign may acknowledge the donation in memory of the deceased family member.
- All facilities and work accomplished become the property of the Corps.





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Contributions and Donations to Avoid

- Real Estate (land) cannot be accepted under the **Contributions** authority. (e.g. An adjacent landowner wants to donate some land to your Project Office to create a wildlife sanctuary to be managed by USACE)
- Contributions from an entity which holds or is seeking a concessions contract
- Anti-Deficiency Act: USACE cannot expend funds in advance of the funds being donated. In other words, USACE cannot spend money it does not have.
- Contributions may not be used to create and fund permanent employee positions but may be used to complete short-term design work and reviews by current permanent employees.



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Corps Contribution Boxes

- A contribution or donation box may be set up at field offices, visitor centers and other appropriate locations.
- The contribution box should be locked and have a sign stating the use of the contributions (can be specific or general).
- It should be clear to the visitor that any money collected is a voluntary contribution and is not required for touring the visitor center, receiving brochures or pamphlets or any other services.
- Funds are accounted for like all other donations or collected funds.





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Partner Contribution Boxes

- USACE may allow the placement of an authorized fundraising partner's donation box within the Corps project facility through a written agreement. Such donation boxes may recognize the role of a USACE partner in maintaining the box under its agreement with USACE.
- Any examples at your projects?



Bonneville Visitor Center



Raystown Visitor Center



Bonneville Visitor Center



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Mark Twain Lake FOREST Council and Rend Lake College Contribution boxes at recreation areas and visitor center





Tap into your visitor's competitive nature....
states, universities, sports teams, etc.





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Contributions Box Agreement Memo Sample

(*Note: Use your District letterhead)

MEMORANDUM FOR RECORD

SUBJECT: Approval for Contribution Box Installation at *<insert USACE location here>*

1. This approves the request by *<insert authorized nonprofit fundraising partner's name here>* to install contribution boxes within *<insert USACE location here>* for the purpose of raising money to support the *<insert the project/program name or names here>*. The U.S. Army Corps of Engineers (USACE) supports the *<insert partner name>* proposal and authorizes placement of donation boxes within *<insert location here>* under the following conditions:

- a. One hundred percent of all funds raised through the donation boxes, including any interests thereon, must be used for the *<insert the project/program name or names here>*. However, the *<insert partner name>* may deduct costs or other administrative fees from donations received to manage the fundraising effort and implement the project.
- b. The *<insert partner name>* will ensure that its accounting and reporting system clearly identifies and tracks from receipt to expenditure all funds and associated interest attributable to the donation boxes.
- c. USACE must review and approve the proposed design and location of contribution boxes within *<insert USACE location here>*. All contribution boxes must clearly inform the public that all funds donated will be used solely for the *<insert the project/program name or names here>* and, should the *<insert the project/program name or names here>* be terminated, for other *<insert location here>* programs and purposes.
- d. A real estate license must be acquired for placement of contribution boxes at USACE recreation or natural resource areas other than a USACE visitor center or office.



Contribution Box Agreement Memo Sample



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Recreation.gov (R1S) Donations

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Donation options were added to R1S in 2022. Allows user to donate money directly to the project they are making their reservation or select a project to donate to without making a reservation. \$75,000 to date.

Authentication Successful | Recreation.gov - Camping | info test.com/cart

RECREATION.gov

What are you looking for? | What's New | Help | 14:38 | Jason D.

Order Detail | Shopping Cart | Payment | Confirmation

Shopping Cart

E01, ELEC(STANDARD ELECTRIC)		\$100.00	Modify
LOPERS BEND EAST USACE		5 Nights	Remove
Camping Use Fee:		\$100.00	

Check In: Mon Apr 04, 2022	Check Out: Sat Apr 09, 2022	Primary Occupant: Jason Owen
Number of Occupants: 2	Number of Vehicles: 1	Allowed Equipment: RV(30)

Order Summary

E01, ELEC(STANDARD ELECTRIC)	\$100.00
Quantity: 5 Nights	
Mon Apr 4, 2022 - Sat Apr 9, 2022	
Subtotal	\$100.00
Tax	\$0.00
Total Cost	\$100.00

Proceed to Payment

Continue Shopping

Give Back to the Places You Visit (or Love)

Make a donation to support a U.S. Army Corps of Engineers recreation area as part of your reservation.

Donate directly to

Whitney Lake

Make a Donation

Give Back to Places You Visit (or Love)

Make a Donation to Support a U.S. Army Corps of Engineers Recreation Area

Visitors generously give every day through their tax dollars to sustain public lands' health, diversity, and productivity.

As a government agency, the U.S. Army Corps of Engineers (USACE) does not actively solicit donations but is authorized to accept them when voluntarily offered.

With Recreation.gov, visitors who willingly want to support their public lands have the option to donate money to a specific USACE recreation area.

These donations have no impact on your Recreation.gov reservation and will directly fund the chosen recreation site to support programs and their overall mission.

Donation Amount

\$1 \$5 \$10 \$15 \$20 Other

☐ I accept the terms and conditions

Make Donation

[Terms & Conditions](#)



DONATE

Give Back to Lake Sidney Lanier

Lake Sidney Lanier accepts donations. Visitors' donations help sustain public lands' health, diversity, and productivity.

Donate Here →





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Program Update: Recreation.gov Donations

Donation reports on NRM Gateway: <https://gateway.erd.c.dren.mil/nrm/contribute/index.html>

Contributions Program

[Headquarters Partnership POC](#)

The contributions program was authorized by [33 USC 2325, Sec. 203 of the Water Resources Development Act of 1992 \(Public Law 102-580\)](#), to allow the acceptance of contributions from groups and individuals to provide for operation and management of recreation facilities and protection and restoration of natural resource at civil works water resource projects. Contributions must be within current authorities, consistent within the Corps mission, and for work items contained in an approved annual 5-year operational management plan. Accepted contributions shall be recorded into CWBI-OPS to provide historical documentation of past distribution and designation of services.

Contributions include, but are not limited to cash, funds, materials and services for:

- The protection, improvement, restoration, rehabilitation, or interpretation of natural resources, environmental features, recreation areas and facilities, or cultural resources.
- Improvement of accessibility for disabled persons
- Rehabilitating existing facilities
- Improving wildlife habitat
- Producing interpretive and water safety brochures, publications and videos
- Plant native plants and trees
- Supporting endangered species recovery plans
- Maintaining trails

Note:

- All facilities and work accomplished become the property of the Corps.
- Real estate cannot be accepted under this program.
- Recognition shall be encouraged as a way to express appreciation to contributors and acknowledge the public support that has been received.
- Contributions are not an augmentation of the budget.

The contribution plan provides a formal document that describes in general terms the categories or types of work that have been identified in the Operational Management Plan (OPM) and are eligible for being accomplished under the authority of the Corps' Contributions Program. In conjunction with describing the general nature or categories of work to be accomplished, the plan also addresses the following: general procedures and methods for receiving and accounting for monetary contributions; methods for providing recognition to contributors and acknowledging public support; and designation of the individual responsible for assuring overall proper management and administration of the contributions program.

These plans do not require a signature from the donor.

● [Policy & Procedures](#)

● [Contributions Plans](#)

● [Success Stories](#)

● [Donor Recognition](#)

● [Division & District POCs](#)

● [News/Current Issues](#)

● [FAQs](#)

● [Sample Templates](#)

● [Recreation.gov Donations](#)

Recreation.gov Donations

A donation option was added to Recreation.gov (RIS) in June 2022 and updated in January 2024. This feature allows users to donate money directly to the USACE project where they are making a reservation or to any USACE project of their choice by visiting the project site on Recreation.gov.

When the user has proceeded to the payment section in their shopping cart, there is a "Make a Donation" button that populates a message and donation amount options. If the user just wants to donate to a USACE project without making a donation, they can visit the project page and click on the ☐ Donate Here ☐ button within the box that says "Give Back to XYZ Lake".

Donation Reports

- [Total donations from June 2022 to September 2025](#)

2022

- [June 2022](#)
- [July 2022](#)
- [August 2022](#)
- [September 2022](#)
- [October 2022](#)
- [November 2022](#)
- [December 2022](#)

2023

- [January 2023](#)
- [February 2023](#)
- [March 2023](#)
- [April 2023](#)
- [May 2023](#)
- [June 2023](#)
- [July 2023](#)
- [August 2023](#)
- [September 2023](#)
- [October 2023](#)
- [November 2023](#)
- [December 2023](#)

2024

- [January 2024](#)
- [February 2024](#)
- [March 2024](#)
- [April 2024](#)
- [May 2024](#)
- [June 2024](#)
- [July 2024](#)
- [August 2024](#)
- [September 2024](#)
- [October 2024](#)
- [November 2024](#)

Donations Distribution Detail Report

Location Name: USACE
Location ID: 70902
Recipient Name: USACE
Distribution Cycle: FY25-01

Reservation Number	Agency	Region	Regional District	Rec Area	Location ID	Location Name	Reservation ID	Inventory Type	Order Date	Customer Name	Revenue		Distribution	
											Donation Fees	CLIN	Available Distribution	
0767122328-1	USACE	CB	CB4	CB4001740	74482	LAKE OUACHITA	0767122328-1	DONATION	2024-10-15	L. Todd	\$1.00	\$0.03	\$0.97	
0783800788-1	USACE	CB	CB4	CB4001740	74482	LAKE OUACHITA	0783800788-1	DONATION	2024-10-02	L. Anne-Marie	\$20.00	\$0.60	\$19.40	
0639556679-1	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0639556679-1	DONATION	2024-09-26	H. Kelly	\$20.00	\$0.60	\$19.40	
0703147775-1	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0703147775-1	DONATION	2024-10-26	E. Kathleen	\$2.00	\$0.06	\$1.94	
0717586398-1	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0717586398-1	DONATION	2024-10-26	C. Patrick	\$15.00	\$0.45	\$14.55	
0721158131-1	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0721158131-1	DONATION	2024-10-07	H. Margaret	\$20.00	\$0.60	\$19.40	
0722913758-1	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0722913758-1	DONATION	2024-10-26	C. Patrick	\$15.00	\$0.45	\$14.55	
0739769892-2	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0739769892-2	DONATION	2024-10-03	G. Ricky	\$10.00	\$0.30	\$9.70	
0773445563-1	USACE	CB	CB4	CB4005590	74484	ENID LAKE	0773445563-1	DONATION	2024-10-23	R. Jeff	\$5.00	\$0.15	\$4.85	
0782205835-2	USACE	CB	CB4	CB4005590	150	ENID LAKE	0782205835-2	DONATION	2024-10-28	C. Verne	\$5.00	\$0.15	\$4.85	
0791203538-1	USACE	CB	CB4	CB4005590	150	ENID LAKE	0791203538-1	DONATION	2024-10-06	C. Verne	\$5.00	\$0.15	\$4.85	
0714670669-1	USACE	CB	CB4	CB4007090	74485	GRENADA LAKE	0714670669-1	DONATION	2024-10-03	M. Lawson	\$5.00	\$0.15	\$4.85	
0725343674-2	USACE	CB	CB4	CB4007090	151	GRENADA LAKE	0725343674-2	DONATION	2024-10-20	N. Dale	\$1.00	\$0.03	\$0.97	
0770772641-1	USACE	CB	CB4	CB4007090	74485	GRENADA LAKE	0770772641-1	DONATION	2024-10-12	B. Mark	\$10.00	\$0.30	\$9.70	
0763284812-1	USACE	CB	CB4	CB4012180	74486	LAKE GREESON	0763284812-1	DONATION	2024-10-20	N. Pete	\$1.00	\$0.03	\$0.97	
0767122343-1	USACE	CB	CB4	CB4012180	152	LAKE GREESON	0767122343-1	DONATION	2024-10-09	G. Angela	\$5.00	\$0.15	\$4.85	
0629341675-1	USACE	CB	CB4	CB4036011	149	DEGRAY LAKE	0629341675-1	DONATION	2024-09-29	A. Richard	\$5.00	\$0.15	\$4.85	
0639807036-1	USACE	CB	CB4	CB4036011	74483	DEGRAY LAKE	0639807036-1	DONATION	2024-09-27	B. James	\$5.00	\$0.15	\$4.85	
0720256878-1	USACE	CB	CB4	CB4036011	74483	DEGRAY LAKE	0720256878-1	DONATION	2024-10-04	W. Lynn	\$10.00	\$0.30	\$9.70	
0746838312-1	USACE	CB	CB4	CB4036011	74483	DEGRAY LAKE	0746838312-1	DONATION	2024-10-02	W. Cara	\$5.00	\$0.15	\$4.85	
0669476730-1	USACE	CB	CB5	CB5003910	74488	CORALVILLE LAKE	0669476730-1	DONATION	2024-09-26	H. Margaret	\$10.00	\$0.30	\$9.70	
0708042416-2	USACE	CB	CB5	CB5011550	74489	MISSISSIPPI RIVER - POOLS	0708042416-2	DONATION	2024-10-12	C. Robert	\$10.00	\$0.30	\$9.70	
0719285342-1	USACE	CB	CB5	CB5015070	74490	LAKE RED ROCK	0719285342-1	DONATION	2024-10-01	F. Rhonda	\$20.00	\$0.60	\$19.40	
0757223393-1	USACE	CB	CB5	CB5015070	74490	LAKE RED ROCK	0757223393-1	DONATION	2024-10-09	B. Emery	\$2.00	\$0.06	\$1.94	
0666722814-1	USACE	CB	CB5	CB5016510	74491	SAYLORVILLE LAKE	0666722814-1	DONATION	2024-09-29	S. Asher	\$10.00	\$0.30	\$9.70	
0768898949-2	USACE	CB	CB5	CB5016510	161	SAYLORVILLE LAKE	0768898949-2	DONATION	2024-10-18	F. Chase	\$5.00	\$0.15	\$4.85	
0782994478-1	USACE	CB	CB5	CB5016510	74491	SAYLORVILLE LAKE	0782994478-1	DONATION	2024-10-18	J. Narmen	\$1.00	\$0.03	\$0.97	
0675612504-1	USACE	CB	CB6	CB6015200	13549	MISSISSIPPI RIVER	0675612504-1	DONATION	2024-09-27	S. Mark	\$1.00	\$0.03	\$0.97	
0791025217-2	USACE	CB	CB6	CB6048001	74492	EAU GALLE LAKE	0791025217-2	DONATION	2024-10-05	D. Nicholas	\$5.00	\$0.15	\$4.85	
0713885358-1	USACE	CB	CB6	CB6074295	172	MISSISSIPPI RIVER - POOL	0713885358-1	DONATION	2024-10-04	A. James	\$10.00	\$0.30	\$9.70	



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Contributions Exercise

Can we accept it?





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SCENARIO 1:

A local kayak retailer wants to donate used life jackets to your local project office. Can you accept the PFDs and use them on the life jacket loaner boards at your project?

Yes or No?

Yes, but you'll want to make sure the life jackets are in good used condition



SCENARIO 2:

- A local plant nursery wants to donate 100 trees to be planted in your day use area.
- The area could really use shade trees and you know there are no funds to purchase trees this year.
- You don't have a project or district level contributions plan in place.
- The owner of the nursery is a distant relative of an adjacent landowner who recently was cited by USACE park rangers for cutting down trees on USACE fee land for a "better view" of the lake.

Is this acceptable?

Yes or No?

Maybe. Would want to have a discussion with Office of Counsel AND work to get a Contributions Plan in place.



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SCENARIO 3:

On-Board Boating Company has contacted your lake to discuss the planning of a wake boarding competition. They offer to donate “Wear Your Life Jacket” signs to place at public boat ramps. Public boat ramps at the lake already have signage reminding boaters to wear a life jacket, so the USACE partnerships coordinator asks if they would be willing to donate “No Wake Zone” buoys to place in areas with severe shoreline erosion problems instead. The “No Wake Zone” buoys are listed in the project’s contribution plan and would have a total cost of less than \$1,000.

Is this an acceptable contribution?
Yes or No?

This is not acceptable under contributions authority; however, it may be acceptable if processed through a special use permit with in-kind services accepted in lieu of permit fees.



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SCENARIO 4:

- Your lake's Cooperating Association applied for a Health Initiative Grant.
- The Grantor requested a letter from the OPM stating that if the \$2,500 grant is awarded for a new bicycle repair rack, that cooperating association is authorized to place the repair rack at a USACE trailhead.
- The OPM drafted the letter for the Grantor as requested and was notified that the cooperating association was awarded the grant.

Was this an acceptable contribution?

Yes or No?

Yes



SCENARIO 5:

- A local organization holds a large mountain bike race on your trail system each fall.
- They would like to make a donation to your project for trail maintenance to offset budget shortfalls.
- The chapter president shows up with a check for \$12,000 made payable to the Corps.
- Can you accept it and use it for trail supplies?
- What if they buy \$12,000 of crushed stone and have it delivered to your project?

Yes or No?

Yes, but it would be much easier to accept materials than \$\$



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SCENARIO 6:

There is a Kids Fishing Day coming up this weekend and volunteers will be taking the participants out on the water to learn to fish. The marina would like to donate the use of 5 pontoon boats for the event. Can we accept this contribution?

Yes or No?

No, we cannot accept contributions from a prohibited source.

In this case, the marina has a real estate lease with USACE, therefore conducting activities regulated by USACE and requiring official action from USACE.



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Principles for Partner Recognition

- Letters/certificates of appreciation, news releases, social media, public events, signs, displays, plaques, can be used to recognize accomplishments



REND LAKE
VOLUNTEER IMPACT

28,260
hours of service

\$983K
value of service



Carters Lake Rangers and Volunteers teamed up to build and deploy more than 20 Christmas-tree fish shelters. These structures provide underwater cover and help improv... See more



- Recognition will avoid any suggestion of commercialization, advertising or endorsement of a product, service or organization
- Monetary or cash award cannot be offered using USACE appropriated funds
- PLEASE** copy your PAC team member when you share storyboards with your district!

Season's Greetings Volunteers, Partners, and Donors:

As this exciting year ends, our Park Ranger staff here at The Dalles Dam would like to tell you about the programs we were able to do this year thanks to your participation and generosity.

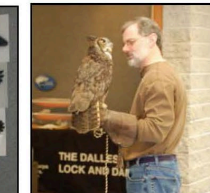
In 2012 your involvement allowed us to:

- Host a *Take A Warrior Fishing* event that let several local veterans get out on the Columbia River and enjoy the day relaxing by fishing with their families. This was a great way to show our appreciation to these honorable soldiers.
- Host a Family Fishing Clinic at Spearfish Lake that coincided with National Get Outdoors Day. Your donations aided us by supplying staff support, fish, bait, poles and prizes!
- Host our second annual The Dalles Dam Eagle Watch. Thanks to your efforts in providing staff support and programming, it was a success.
- Conduct our third annual 6th grade Water Safety Poster Contest. Your donations and support continue to keep our youth active in learning how to be safe around water.
- Restore native vegetation and remove invasive species at Spearfish Lake and other public areas.
- Promote public safety and beautify our public lands by removing litter and debris and through trimming trees.
- Promote public safety through the donation and installation of several new Life Jacket Loaner kiosks in our parks.
- Promote public education of Corps missions through donations of interpretive materials.
- Participate in The City of The Dalles Children's Fair teaching water safety techniques to families.
- Makeover the Historic Seufert Rose Garden through removal of weeds, laying new landscape fabric, pruning and mulching.

Thank you for assisting us by offering your support and contributions. Looking ahead in 2013, our resolution is to continue promoting health and wellness through recreational opportunities, water safety education and to encouraging environmental stewardship through public outreach events. We hope you will join us again in 2013 to make that happen! It has been a great year. Thank you and happy holidays!

Sincerely,

Amber Tilton, Park Ranger
US Army Corps of Engineers
The Dalles Lock and Dam
Volunteer Partnership Coordinator
Office #: (541)-506-7818





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More Principles for Partner Recognition

- All physical forms of onsite recognition should be tasteful and non-obtrusive
- Onsite recognition associated with provision of services should be posted in close proximity
- Commercial slogans and taglines may not appear under any circumstances. (i.e. “Just Do It.” “I’m lovin’ it” “Eat Mor Chikin!”)



The image shows a large, dark-colored informational sign with a wooden shingle roof. The sign is titled "Northeast Missouri Environmental Stewardship District" and contains a map of the district, a list of bird species, and logos for various partner organizations. The sign is set against a backdrop of a grassy field and a body of water.

Northeast Missouri Environmental Stewardship District

As a member of the National Environmental Stewardship Districts, we are committed to providing a high quality environment for our citizens. We are committed to providing a high quality environment for our citizens. We are committed to providing a high quality environment for our citizens.

BIRD COVER

- BLUE JAY
- GOLD FINCH
- HOUSE SPARROW
- RED WING
- YORK
- YORK
- YORK
- YORK
- YORK

FRIENDS

SWTF, NRCS, and other partner organizations.





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Ways to Recognize Partners

- By associating with your partners and recognizing their contributions you are reinforcing the tie that they have with your organization and mission.
- Public recognition for the work performed by your partners from District Commander or media.



People/Partnerships

Partnership Celebration – Rend Lake

SUMMARY:

Who: Rend Lake team, Colonel Pannier, MVS leadership, Congressman Bost and Senator Durbin's office

What:

- 5 separate events at different locations around the lake, all with the common purpose - to celebrate the people that help deliver superior recreation opportunities.
- Ribbon cutting ceremony of the multi-purpose building at the Volunteer Village that features a workshop, laundry room and kitchen.

COMMUNICATION OBJECTIVES:

- Formal and informal partnerships have wide ranging missions, which accomplish over \$1M of work each year.
- Many of our partnerships work to improve opportunities for users and increase the economic benefit for the surrounding communities.

KEY TAKE AWAYS:

- Progress is not possible without partnership.
- The strength of MVS depends upon the outstanding contributions of our volunteers.

ST. LOUIS DISTRICT



Top Left: Rick and Barb Linton were awarded with the Public Service Commendation Medal for their years of service to Rend Lake as leaders of the Rend Lake Area Tourism Council.



Top Right: Ribbon cutting of west side sewer infrastructure improvement project.



Bottom Left: The entire team and volunteers gather for the opening of the multipurpose building.



Bottom Right: Rend Lake's Volunteer Village welcomes those attending the opening ceremony.

Mark Twain Lake Partner Spotlight

Each year, the U.S. Army Corps of Engineers partners with thousands of individuals and organizations on recreation and environmental projects to enhance our nation's natural resources. At Mark Twain Lake, we are proud of our broad range of partners and eagerly seek to expand mutually beneficial relationships with others.



Awards for Service

The NEMO River Valley Chapter, Back Country Horseman of Missouri were awarded the 2015 Coalition for Recreational Trails Award for the Joanna Trail Project.



The NEMO River Valley Chapter, Back Country Horseman of Missouri, received a Commander's Award of Appreciation in 2014.

Longtime volunteer Bob Kendrick received the national enduring Service Volunteer Award in 2013 for his dedication to Mark Twain Lake resources, events and partnership opportunities. The award was presented by the Corps Foundation and Staff Pro.



Friends Groups

The Mark Twain Lake Friends of Recreation and Environmental Stewardship Council, regionally known as the FORIST Council and the Mark Twain Lake Visitor and Educational Resource Center Committee are organized friends groups that partner with the Corps to promote environmental stewardship, recreation, tourism and provide educational programs and events at the lake and the region.



Handshake Partnerships

The Handshake Program offers a source of seed money to Corps installation for partnership projects to initiate, grow, or enhance existing recreation and natural resources management opportunities. This funding is intended to encourage local organizations to partner with the Corps to construct, operate, and/or maintain local partnership projects. Mark Twain Lake has received 5 Handshake grants for development of the Frank Russell Band Shelter, barrier-free fishing access at the Pond, Equestrian Camping Sites, Indian Creek Trail development and construction of an Archery Range.

Volunteers and Partners



Each year several hundred volunteers and partners at Mark Twain Lake provide over 10,000 hours of service and contributions valued at \$250,000.00. Volunteers provide gate attendant and visitor center desk coverage, perform trash maintenance, landscape upkeep, trail maintenance, resource management tasks, special event support, and educational programs.



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Incentives for Partners

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- Free day use
- Free special events
- Free camping
- Lead a special hike
- Special use of a “premium” area of the park.





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Excellence in Partnerships Award

- USACE has established an annual award intended to recognize outstanding contributions by a partner to the Corps recreation and environmental stewardship programs. This award is co-sponsored by the Corps Foundation.
- The Excellence in Partnerships Award is presented to the partner in conjunction with the Spring Partnership Advisory Committee (PAC) team meeting.



- Divisions, districts and projects should be constantly on the lookout for outstanding examples to nominate each year.
- Headquarters solicits nominations during the latter part of each year.



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Awards from your Cooperating Association

- Awards from cooperating associations are not subject to the same restrictions as government recognition.
- Gifts can be given by your 501(c)
- Awards given by your friends group to other partners can take many forms ranging from small gifts to lavish banquets.





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Donation Plaques

For contributions valued at \$XX (TBD by manager) or more, a plaque or other appropriate sign may be purchased to recognize the donation.





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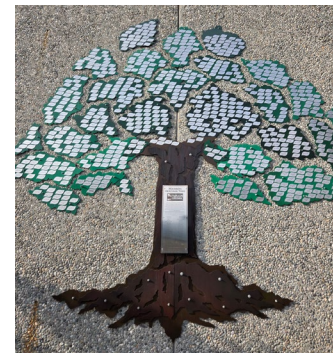
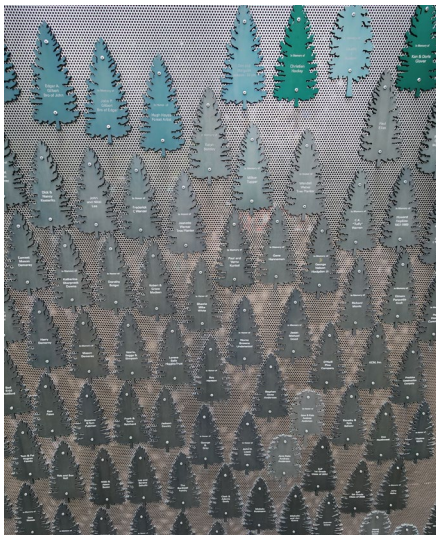


Donor Boards Or Walls

For contributions valued at \$XX (TBD by manager) or above, a donor board or wall located and integrated into the project office, visitor center, or other appropriate visitor facility may be used to recognize the donation.



Donor board at the Tamástslíkt Cultural Institute, Pendleton, Oregon



Donor walls and tree at the Tillamook Forest Center, Oregon and Chelan, WA



Donor tree at W Kerr Scott



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Donor Boards or Walls Guidelines

- These boards or walls should utilize a format that allows recognition of donors by the placement of name plates or other markers that can be added and removed with relative ease.
- Names of corporate or business donors will appear in the same fashion as all other names.
- Corporate name scripts and logos will not be used on donor boards and walls.
- Donor boards and walls, either electronic or traditional, should be integrated into the design of the facilities.



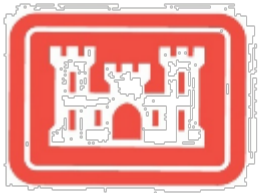


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Partner Logos and the USACE Communication Mark

- The logo of a donor(s) may appear in conjunction with a credit line. The Corps Communication Mark may also appear on jointly produced products or interpretive materials.



**US Army Corps
of Engineers®**

- The Communication Mark has been registered with the US Patent and Trademark Office. The ® symbol is to be displayed with the Mark only when reproducing printed promotional material that is intended for public usage and cannot be used in a manner that appears to imply endorsement of the organization, company or product.
- Advertising and marketing slogans and taglines may not appear in conjunction with a credit line or the Communication Mark.



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On the Gateway

<https://corpslakes.erdc.dren.mil/employees/contribute/contribute.cfm>



US Army Corps
of Engineers

Natural Resources Management Gateway

to the future . . .

Home Visitors Lake Discovery Recreation Env Compliance Env Stewardship Partners
News/Events People Forums Learning GETS Tools New Postings Submit Index/Search ?

Contributions Program

[Headquarters Partnership POC](#)

The contributions program was authorized by [33 USC 2325, Sec. 203 of the Water Resources Development Act of 1992 \(Public Law 102-580\)](#), to allow the acceptance of contributions from groups and individuals to provide for operation and management of recreation facilities and protection and restoration of natural resource at civil works water resource projects. Contributions must be within current authorities, consistent within the Corps mission, and for work items contained in an approved annual 5-year operational management plan. Accepted contributions shall be recorded into CWBI-OPS to provide historical documentation of past distribution and designation of services.

Contributions include, but are not limited to cash, funds, materials and services for:

- The protection, improvement, restoration, rehabilitation, or interpretation of natural resources, environmental features, recreation areas and facilities, or cultural resources.
- Improvement of accessibility for disabled persons
- Rehabilitating existing facilities
- Improving wildlife habitat
- Producing interpretive and water safety brochures, publications and videos
- Plant native plants and trees
- Supporting endangered species recovery plans
- Maintaining trails

Note:

- All facilities and work accomplished become the property of the Corps.
- Real estate cannot be accepted under this program.
- Recognition shall be encouraged as a way to express appreciation to contributors and acknowledge the public support that has been received.
- Contributions are not an augmentation of the budget.

The contribution plan provides a formal document that describes in general terms the categories or types of work that have been identified in the Operational Management Plan (OPM) and are eligible for being accomplished under the authority of the Corps' Contributions Program. In conjunction with describing the general nature or categories of work to be accomplished, the plan also addresses the following: general procedures and methods for receiving and accounting for monetary contributions; methods for providing recognition to contributors and acknowledging public support; and designation of the individual responsible for assuring overall proper management and administration of the contributions program. These plans do not require a signature from the donor.

• [Policy & Procedures](#)

• [Contributions Plans](#)

• [Success Stories](#)

• [Donor Recognition](#)

• [Division & District POCs](#)

• [News/Current Issues](#)

• [FAQs](#)

• [Sample Templates](#)

• [Recreation.gov Donations](#)

Contributions