

**Holiday lake 4-H Educational Center
Administrative Cost from Development Funds**

To offset administrative cost 8% will be transferred to operations from contributions to development from amounts of \$100 and above. Any single contribution providing more than \$250,000 will be subject to review ($\$3,125,000 \times .08 = \$250,000$) by the Administration and Finance Committee. The administration and finance committee will review this policy annually or as needed and recommend changes when necessary.

The program asking the Board of Supervisors in our 17 counties and 2 cities for \$10,000 for the endowment fund will be exempt from administrative cost.

The Administration and Finance Committee will approve monthly all development fees from donations and grants in excess of \$1,000.