



Simpcw Resources Group of Companies
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Donations and Sponsorship Policy

SUBJECT OF POLICY: Donations and Sponsorship
DATE APPROVED: August 15, 2012
APPROVED BY: Management Committee/Board
EFFECTIVE DATE: Sept. 1, 2012

1. General Policy Statement

The Simpcw Resources Group of Companies (SRG) is responsible for the overall management of the economic development opportunities by defining and communicating the corporate philosophy, purpose, values, vision and direct strategic economic initiatives for the Simpcw Resources Group of Companies. SRG is committed to providing support in the creation of a healthy community by providing financial assistance Community Members and/or Community Groups.

Donations and sponsorship is one of the methods that will be promoted by SRG to recognize and encourage individuals and or groups committed to the premise of developing a healthy community through cultural, educational, recreational or social activities.

The Simpcw Resources Group receives a number of requests from members and community groups throughout the year for donations and sponsorship. Having a framework for the assessment of applications ensures Management will be responsible for all applications for donations binding on the following criteria

- transparency and accountability to the community
- an unprejudiced assessment of each application or request received
- a standard process for applicants to follow when requesting donations or sponsorship

2.0 Assessment Criteria:

Requests for specific projects and events will only be considered under the following categories:

1. Cultural and or Language Activities
2. Recreational and sporting events or fees
3. Elder's Assistance

The perceived benefit of the event or activity to the individual or group making the application will be evaluated.

Additional requests or donations from other sources will be confirmed.

Individual or Group contribution to the costs by way of fundraising activity or other efforts will enhance the application.

As part of the approval process, individuals or groups may be requested to submit receipts or financial statements of activities utilizing the Simpcw Resources Group Donation Fund.

Once the application is reviewed, the applicant will be informed in writing of the reasons regarding the decision.

3.0 Application Process:

1. All applicants must complete a Simpcw Resources Group Fund Application.
2. Applications will be processed by SRG Management. Results will be reported at the following Management Committee/Board meeting.
3. The application must include a summary or copy of all expenditures or fees required for their participation in the event they are applying for.
4. Applications should be submitted at least one month in advance of the event or activity so the necessary steps to determine the eligibility for funding or sponsorship can be determined.
5. Exceptions may be made in some situations.

Donation Fund Value:

Applicants can apply for a maximum of a \$500 donation or 50% of team/organization fund raising efforts to a maximum of \$1,000.