



POLICY 1.6 DONATIONS AND SPONSORSHIPS

Department: Administration

Date Approved: January 23, 2017

Rescinds: 425/05/26/15

Council Res. No: 084/01/23/17

PURPOSE:

To establish guidelines for the County in making donations and sponsorships.

SCOPE:

This policy applies to all County donations and sponsorships.

POLICY:

Northern Sunrise County may provide donations and sponsorships at Council's discretion.

PROCEDURES:

General

- a. Council shall annually establish a budget for donations, sponsorships, and promotional items.
- b. Northern Sunrise County may approve all, part, or deny any request received.
- c. Council is responsible for approving requests for donations or sponsorships.
- d. Council may, at their discretion, request volunteer hours in return for the funds received.
- e. A tally of donations and sponsorships shall be maintained.

Approval for Requests for Promotional Material

- a. Requests for promotional material will be approved by the CAO subject to availability.

Approval for Request for Gift in Kind

- a. Requests for use of County equipment, facilities or manpower shall be approved by the Council subject to availability of resources.

Reeve



Chief Administrative Officer