



Policy No. 1004

Donation Policy

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REVISION RECORD

Date	Version	Revision description
March 9 th 2011	1	Original Donation Policy
August 16 th 2011	2	Revised Donation Policy
April 19 2016	3	Reviewed and Revised Donation Policy

1. TITLE:

1.1 Donation Policy

2. POLICY STATEMENT:

2.1 Heisler Village Council does not donate public money when requested to provide donations to various organizations and non-profit groups.

3. PURPOSE:

3.1 To ensure that the Village of Heisler remains fiscally responsible, and various funds are allocated in the best interests of all rate payers, the Heisler Village Council will not donate to organizations requesting financial support.

4. SCOPE:

4.1 The scope of this policy is to all organizations and institutions who ask for financial assistance from the Village of Heisler.

5. OBJECTIVES:

5.1 The Objective of this policy is to ensure that the ideas presented in the Purpose of this Policy will be upheld.

6. POLICY DETAILS:

6.1 Whenever an organization or institution requests financial assistance, the Administration Department of the Village of Heisler or the Village Council member will apologize and refer the organization or institution to Policy 1004.

6.2 If, under the recommendation of council member, and not an organization or institution, a possible donation may be discussed during a regular council meeting, in camera.



6.2.1 If a motion is made by council to give a donation it must pass unanimously.

7. ROLES AND RESPONSIBILITIES:

7.1 It is the role of the Administration Department of the Village of Heisler to uphold the policies enacted by council.

8. MONITORING, EVALUATION AND REVIEW:

8.1 The monitoring, evaluation and review of this policy is the responsibility of the Administration Department of the Village of Heisler.

9. DEFINITIONS AND ABBREVIATIONS:

9.1 All Definitions are subject to those found within the Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26.

Council Approved: _____

Motion # _____

Responsibility: Administration

Next Review Date: April 19, 2021
