

**FLAGSTAFF COUNTY POLICY**

<b>Title: Donations Policy</b>	<b>Policy: CP 002</b>
<b>Section: Corporate</b>	

**ACCOUNTABILITY TO VISION STATEMENT**

Flagstaff County recognizes the value of non-profit organizations and volunteer groups. Through the provision of donations, we contribute to the well being, vibrancy, and quality of life for citizens within our communities.

**POLICY STATEMENT**

This policy has been developed to provide Council with a consistent response to requests for donations.

To be considered eligible for a donation, the applicant shall:

- be an incorporated society or registered charitable organization based within Flagstaff County
- not be the recipient of any other financial or other type of assistance from the County

Or

- be hosting a special event that benefits the citizens of Flagstaff County.

Gravel donations are limited to a maximum of \$1,000 per donation/per year.

The Chief Administrative Officer has the delegated authority to approve a donation for a single event up to a maximum value of \$500.

Council may at its discretion consider requests for amounts greater than the prescribed maximum and/or the distribution of funds outside Flagstaff County.

**DEFINITIONS**

Donation: Any direct monetary contribution or provision of county services, facilities or equipment that is not eligible for assistance under any other program.

<b>Council Approved: October 27, 2021</b>	<b>Resolution #: FC20211027.1004</b>
<b>Reference: Societies Act</b>	

<b>Administrative Responsibility:</b>	<b>Review Cycle:</b>	<b>Next Review Year:</b>
Chief Administrative Officer	Every 3 years	2024