

Policy Manual

Operational Policy

Operational Policy 19 (OP-19): Donations

Adopted by: Board of Directors

Adopted on: March 22, 2011

Summary:

The Union may make monetary or in-kind donations to external individuals or organisations. These donations shall be subject to approval through the following process.

Policy:

- I. For the purposes of this policy, the following shall be defined as donations:
 - a. Monetary or in kind support provided to external individuals or organisations without expectation of receipt of goods or services;
 - b. Monetary or in kind support provided to members or internal organisations outside established mechanisms, and without expectation of receipt of goods or services;
- II. For the purposes of this policy, the following shall not be defined as donations:
 - a. Monetary or in kind support provided through established mechanisms and services, including, but not limited to, the TRUSU Endowment Fund, TRUSU Grants, and Club services;
 - b. Payments made in exchange for specified goods or services;
- III. Donations shall be approved by the following process:
 - a. Requests and proposals for donations must be made in writing;
 - b. Requests and proposals for donations will be reviewed by the Executive Committee, which may:
 - i. Determine the allocation of a donation, and report it to the following Board of Directors meeting;
 - ii. Refer the request or proposal to the Board of Directors for determination, with a recommendation;
 - c. Requests and proposals for donations exceeding one thousand dollars (\$1000) may only be approved by the Board of Directors.