



# Donation Policy

## 1.0 | Purpose

As the Tseshaht First Nation receives numerous donation requests from time to time from individuals and organizations, this policy establishes the criteria for those applying for a donation.

## 2.0 | Donation Budget and Approval Process

- 2.1. Tseshaht First Nation may establish a donation budget each fiscal year at its annual budget meeting to which this donation policy will apply.
- 2.2. The Tseshaht Executive Director has the authority to approve donation requests up to \$500 as per policy and only under extraordinary circumstances the Executive Director will bring forward any donation requests over \$500 to Chief & Council after the applicant meets all the necessary criteria as per policy.

## 3.0 | Criteria

- 3.1. Donations will be made to individuals and organizations for non-profit purposes only.
- 3.2. Donations may be directed to individuals and organizations where at least two (2) of the following criteria are met:
  - There is a benefit to Tseshaht First Nation as a whole.*
  - There is a benefit in terms of public relations for Tseshaht First Nation.*
  - There is a benefit in terms of public education of Tseshaht First Nation.*
  - There is a benefit to Nuu-chah-nulth members.*
  - The donation enhances or builds upon the goals/vision/mission of Tseshaht First Nation.*
  - The donation will enhance or build upon a Tseshaht program(s).*
- 3.3. Subject to budget availability, Tseshaht First Nation will grant donations in order of priority to the following:
  - 1) *Tseshaht-led organizations (non-profit).*
  - 2) *Tseshaht individuals.*
  - 3) *Nuu-chah-nulth organizations (non-profit).*
  - 4) *Non-Nuu-chah-nulth organizations (non-profit).*



# TSESHAHT FIRST NATION

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3.4. To ensure equity, applications will only be eligible for one donation during each twelve (12) month period.

3.4.1. Individual max. Contribution- \$100

3.4.2. Team max. Contribution - \$500 provided the roster is comprised of a majority of Tseshaht players. \$250 for teams with a minority of Tseshaht players. Team roster must be submitted together with the donation request form to be eligible for the maximum donation.

## 4.0 | Application process

4.1. Individuals or organizations applying for a donation will provide the following:

- 1) *A completed Tseshaht Donation Request Form submitted to the Tseshaht Executive Director;*
- 2) *A brief history/background of the individual or organization;*

Applications must allow at least four (4) weeks for processing of a donation request.

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### Corresponding policies/procedures/forms:

- 1) Donation Request Form  
*Approval date: May 5, 2022*