

CUPE LOCAL 2773 Donation Policy

CUPE Local 2773 shall endeavor by way of donation or contribution to advance, foster, and enhance the work and profile of the union.

1. Budget Allocations

1.1 The size of the CUPE Local 2773 Donation fund for each year will be recommended by the Executive members and reviewed and approved at the CUPE Local 2773 Annual General meeting. CUPE Local 2773 Executive will usually set aside an annual budget of up to 1.5% of the current annual budget. The donation fund will not be carried over from year to year.

1.2 The fiscal budget amount for donations shall not be exceeded by the Executive unless directed by way of a General Membership meeting.

2. Disbursement of Funds

2.1 Annually, the following donations will be made from the CUPE Local 2773 Donation fund and will be included in the fiscal budget amount for donations reviewed and approved at the yearly Annual General meeting.

- Day of Mourning \$100.00
- College of the Rockies Scholarship \$500.00

These amount may be adjusted only with the recommendation of the Executive and the approval of the CUPE Local membership.

2.2 Requests for donations from the CUPE Donation Fund will be initially considered by the Executive members and recommendations on monies to be donated will be brought to the CUPE members where the final decision will be voted on.

2.3 All applications for donations must be made through formal letter and submitted to the office of the CUPE Local 2773 President 21 days prior to the next general meeting. Each application must specifically explain the reason for the request, as well as supporting documentation outlining the usage of the funds requested utilizing the CUPE Local 2773 Donation Request form.

2.4 Donation requests will be considered on a first-come, first service basis.

2.5 Any organization etc. that receives more than \$250 from the CUPE DF within the current year will not be eligible to apply for donations until the following year.

2.6 Any amount exceeding the \$250 will be reviewed by the Executive and brought to the CUPE General meeting for a ballot vote.

3. Eligibility Guidelines

All written applications for donations will be considered by the Union. Approval will be based on the following:

- a) organizations/events that supports development, benefits or fulfills a recognized need within the community as a whole;
- b) individuals/organizations or events that is significant to our membership and/or the community;
- c) Non-profit organizations;
- d) union requests - (work stoppage resulting in a strike or lockout).

Donations will not be provided for the following:

- a) Organizations which primarily provide funds to third-party organizations (e.g. The United Way);
- b) The promotion of religious beliefs;
- c) Operating or administrative costs;
- d) Debts

Issue Date:	January 2015
Concerning:	CUPE Local 2773 Donation Policy
Amendment:	March 2019
General Meeting Date of Membership Approval	March 29, 2019

Attached copy of minutes indicating general membership approval.