

Scarborough Campus Students' Union Policy
Manual OPERATIONAL POLICY – Donations Policy

Date: January 21, 2020 – BOD

Motion: Donation Policy

Preamble

The Scarborough Campus Students' Union (SCSU) supports student and community initiatives through different means, including financial donations. The SCSU provides donations to external organizations to further the mandate of the union and support campaigns and equity work being done within the community,

The SCSU will provide a maximum of \$5000 in donations per fall and winter term. The deadline to submit applications must be decided by the Executive Committee and it must be between the end of October and mid-November before the November Campaigns and Equity commission.

To ensure accountability and efficiency for the distribution of donations to external organizations, the SCSU has adopted the following policy as the Donations Policy.

Terms of Funding:

Funds will be assigned to external organizations in accordance with established guidelines outlined below:

Recognized groups of the SCSU are not eligible for Donations.

The SCSU reserves the right to refuse any application and retains sole discretion to determine approved donation amounts in order to accommodate all requests received and anticipated throughout the year.

The SCSU does not support, promote or fund activities that are discriminatory as defined by the Ontario Human Rights Code and SCSU policies.

The SCSU does not support, promote or fund activities that encourage gambling, illegal activities, or where individual members of the organization stand to have personal or financial gain.

Misuse of Donations can lead to banning of the external organization of future donations.

Funding Restrictions;

Organizations are eligible to receive a maximum of \$5,000 through Donations per year (May 1st to April 30th). Priority will be given to new applicants.

In order to receive a donation, the appropriate application procedure must be followed as listed under Application process.

Organizations applying for funding above \$250 but less than \$1,000 will have to present a proposal to the SCSU Executive Committee.

Organizations applying for funding \$1,000 or greater must present a proposal to the SCSU Board of Directors.

Funding will be given in one installment following the approval of the application.

Organizations will receive the funding within 30 days of ratification.

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Application Process

SCSU Donation Form are available on the SCSU website, www.scsu.ca.

SCSU Donation Forms for funding must be received before the deadline.

All sections of the SCSU Donation Forms must be completed in full and must be legible in order for it to be considered.

The SCSU Executive Committee can request a resubmission if the application is insufficient

Adjudication

The SCSU Executive Committee is responsible for a recommendation of the appropriate distribution of donations, however the SCSU Board of Directors reserves the right to make the final decision on the matter.

The SCSU Executive Committee will meet on an as needed basis to review the applications.

The recommended Donation Requests shall be sent to the SCSU board of directors to be ratified.

The SCSU Board of Directors has the right to deny or approve any donation requests.