

## Donation Policy

Hugh Garner Housing Co-operative (the "Co-op") was founded for the purpose of pursuing several objects, as detailed in the Co-op's *Articles of Incorporation*.

2 of these objects are:

- A. To sponsor and promote recreational and community activities of all kinds for the benefit of its members and its families; and
- B. To encourage better understanding of co-operative principles and to contribute to the betterment of the community.

From time to time in pursuit of these objects, it is appropriate that the Co-op make donations to other parties, whether or not they are registered charities, to aid them in their activities.

This policy contains the criteria and process by which the Co-op will make donations.

### 1 QUALIFICATIONS

1.1 Organizations requesting funds should be non-profit, non-discriminatory, non-partisan, and non-terrorist.

1.2 Organizations should be active in responding to human needs and improving the quality of life, such as clothing, education, food, health, recreation, shelter, personal safety and security, or protecting the environment.

1.3 Priority will be given to:

- Organizations working for the betterment of our local community and its residents; and
- Co-operative organizations, locally, nationally, and internationally.

### 2 ALLOCATION

2.1 The Board of Directors (the "Board") will appoint an ad hoc committee of members to consider requests for donations.

2.2 Only written requests made directly by an organization will be considered.

2.3 Requests, if any, will be considered 4 times a year, for allocations on July 1, October 1, January 1, and April 1.

2.3(i) Requests that are urgent or time sensitive, if they do not coincide with a regularly scheduled meeting of the committee, should be considered by the committee on an ad hoc basis.

2.4 Allocations to any 1 organization may not exceed an amount set by the Board from time to time.

2.5 No organization may receive more than 1 allocation in any fiscal year, except where the allocation is made under 2.6 (below).

2.6 Allocations may also be made when the Co-operative is making a memorial tribute and donations are requested. In such cases, the recipient organization must meet qualification 1.1. These allocations may be made by staff, and may not exceed an amount set by the Board from time to time for this purpose.

Date Approved by Board of Directors.....August 23, 2006

Date Confirmed by General Members.....September 11, 2006