



**Qagan Tayagungin Tribe of Sand Point**

**Community Contribution/Donation Policy**

**Adopted: July 1, 2014**

## **1.0 DONATION POLICY**

The Qagan Tayagungin Tribal Council wishes to use its charitable gaming profits to contribute to education, training, emergency medical funds for travel, support of non-profit activities for youth and elders, cultural and historical programs, and other social activities. Funds may also be used to contribute to civic, public groups, and organizations concerned with improving and maintaining the quality of life in our community, and to assist with disasters identified by the Tribal Council.

### **1.1 Target Population/Scope of Giving**

The Qagan Tayagungin Tribe prefers to contribute to programs/projects which are directly related to the Qagan Tayagungin Tribe, and/or the community of Sand Point. The number of tribal members and/or community members benefiting from a donation may be considered.

### **1.2 Criteria**

Special consideration will be given to projects which enhance educational opportunities, culture, sports, and organized recreational programs. Preventative and education programs dealing with substance abuse and bullying will also be given a high priority.

Projects must demonstrate one or more of the following elements:

- Collaboration with other entities
- Innovation and/or encourage innovation
- Proven track record of success
- Clearly defined goals and attainable results in a reasonable timeframe
- Led by competent individuals who have a clear vision of what can be accomplished

Donation requests will be addressed at the first regularly scheduled tribal council meeting following its receipt.

It is also the policy of the Tribal Council to disclose any potential conflicts of interest. This is strictly a disclosure policy without bias toward the project or individual and is the responsibility of the individual serving on the council. Where a conflict of interest exists, the individual may be asked to excuse his or herself from the vote on that particular donation.

A conflict of interest is considered an activity or interest, which may cause bias for or against a particular recommendation to the council and may be defined as an employment position, investment, officer or board of directors status held by self or any immediate family member, and affiliation with any organization under consideration.

### 1.3 Request Guidelines

Requests must be submitted in writing, and include the following information:

- A formal letter of request, on letterhead when appropriate
- A brief description or mission statement of organization
- Organization's 9-digit Federal tax-exempt ID number (if applicable)
- Primary Contacts full contact information: name, affiliation, address, phone number, and email address
- Date, location in case of an even sponsorship, or a description of the program requesting support
- A brief description of the request, and how the contribution will be used
- As a sponsor or donor, how the Qagan Tayagungin Tribe of Sand Point will be recognized or acknowledged
- The date the donation or sponsorship confirmation is needed by
- Agreement to provide funding report and achievements to the Tribal Council
- Requests need to be submitted to the Qagan Tayagungin Tribe of Sand Point, P.O. Box 447, Sand Point, AK 99661

Each request will be analyzed based on the above points of consideration, with the discretion of the Tribal Council.