**Nazko Economic Development Corporation**

Donation Policy – Nazko Economic Development Corporation (NEDC)

**Preamble**

The Nazko Economic Development Corporation Board (NEDC) welcomes donation requests. We have an annual budget for donations and there are limitations on amounts that can be awarded by staff and the NEDC. As well there is a maximum donation request so not all donation requests received can be granted even if they follow our process. In order to assist you in the donation requestto assist in the planning of your event, we have prepared alst so not all donation requests receivedest process we have prepared a list of guidelines and standardized form. The NEDC will strongly adhere to this policy and the process outlined below. This should assist you in determining if you should continue with your request. All decisions regarding donation requests are at the discretion of the NEDC. All decisions are final.

**Policy**

The NEDC Can Support the following:

 Requests:

* that are of a charitable nature;
* that are for the good of the Nazko people – culturally or traditionally or socially;
* that have low or no other means of support or funding;
* for events that are compatible with the NEDC mission and value statements;
* that allow adequate time for processing
* that detail the merits of the organization making the request
	+ and the purpose of the donation
	+ and how it will be used

The NEDC Can’t Support the following:

 Requests:

* that may be construed as discriminatory;
* that could be detrimental to public health or safety;
* that are non-specific fundraising projects;
* that exceed $1000

All donation requests must be submitted to the NEDC office by:

* mail
* email
* hand

***Note: donation requests will not be accepted via telephone***

**AND** all donation requests must be on the *Donation Request Form* which can be downloaded at [www.nazkoecdev.ca](http://www.nazkoecdev.ca).

Your fully completed detailed donation request form must be received by the NEDC office no less than six weeks prior to your event. We require this time to adequately assess your request, process it and arrange for the donation to be sent to you (if approved).