

## **Bursary Society CFUW Sunshine Coast Policy for Donations and Grant Applications - Final**

This policy outlines details for donations and grant applications.

Approval by:

✓ Bursary Society Board of Directors

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## **Introduction**

The Bursary Society CFUW-SC (Bursary Society) is committed to ensuring that donations and grant applications are carried out in an ethical manner. This policy applies to the Bursary Society Board of Directors.

## **Purpose**

The purpose of this document is to identify the Bursary Society's position on donations and grants and to document the standards expected in soliciting bursary funds from the Club, the public and government.

## **Application**

This policy applies to donations and grant applications conducted by the Bursary Society.

## **Definitions**

**Donations:** An individual, organization, corporation or government, may designate cash or in-kind items for a particular purpose. This includes revenue from Progressive Fundraising.

**Grants:** A sum of money provided by a government, local authority, or public fund to finance bursaries in response to an application.

## **Policy**

Donations and grants will comply with all relevant laws.

## **Responsibilities**

- a) All Board members are responsible for adhering to this policy.
- b) Donations

The Bursary Society Board of Directors is responsible for donations for bursaries. Examples of donations include asking individuals, businesses, organizations or corporations for money.

- c) Grant Applications

The Bursary Society Board of Directors is responsible for grant applications for bursaries.

## **Procedures**

- a) Monies may not be borrowed from any financial institution for donations or grant application purposes or for the payment of bursaries.
- b) Donations and Grants

Donations and grant applications will be undertaken under the authority of the Bursary Society Board of Directors. The Bursary Society Treasurer will be responsible for all monies associated with donations, and grant applications, and issuing receipts for bursary donations.

## **Bursary Amounts**

Bursaries will be limited in the amount of money dispersed by the amount of money available in the Bursary Society fund.