Brescia University College Students’ Council

**Donations Policy**

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**EFFECTIVE:** **SUPERSEDES:** N/A

**AUTHORITY:** Council  **RATIFIED BY:**

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**RELATED DOCUMENTS:** Bylaw #1 **Page 1 of 2**

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## **PREAMBLE:**

The BUCSC is passionate about supporting the Brescia University College community and its students. In the event that the BUCSC makes a monetary donation to further support these endeavors, this policy will ensure accurate implementation and recognition of the donation.

## **1. SCOPE**

1. This policy is only to apply to the BUCSC as a funder, not when donations are being made to the BUCSC.
2. Donations are only to be made to the Brescia University College community at-large;
	1. Although the BUCSC recognizes that students can face significant financial burdens, donations can never be made to an individual student. Students should refer to the Financial Aid Office in order to access emergency funding or the Student Opportunity Grant.

##  **2. TERMS OF THE DONATION AGREEMENT**

1. For all donations a formal agreement must be written and signed by all parties involved.
2. The terms of this agreement must include, but are not limited to:
	1. Amount to be donated;
	2. What the donation is for;
	3. Timeline of when the donation will be received and when the initiative will be implemented;
	4. How the BUCSC will be recognized for their donation;
	5. How the donation fits with the mission of the BUCSC.

## **3. PROCEDURAL AUTHORITY**

1. Further procedures necessary for the effective and efficient implementation of this policy shall be established and amended as necessary by the Executives;
	1. The scope of such Procedures is limited to the scope of this policy;
	2. In the event of any conflict, this Policy supersedes any documents created under it;
	3. Any new Procedures and amendments to any existing Procedures must be ratified by Council before taking effect.