

Quail Ridge Residents' Association (QRRRA)  
Donation Policy

This policy outlines the requirements and guidelines for donation requests to the QRRRA. The QRRRA Executive focuses on initiatives that benefit the Quail Ridge community as a whole. Proposals are only accepted from members in good standing of the QRRRA.

**Donation process**

Submit a brief expression of intent via email ([qrrraexec@gmail.com](mailto:qrrraexec@gmail.com)) with an overview of the initiative to include:

- Date
- Contact person's email and phone number
- Initiative name
- Initiative website (if available)
- A statement summarizing the purpose and activities of the initiative/organization
- A statement summarizing the proposal
- The total budget of the initiative
- The funding request
- Timeline(s) (if appropriate)
- Submitter's name, contact information, and any relevant background information and/or qualifications as appropriate

Upon receiving a complete application, the QRRRA Executive will review and consider the request. A decision will be offered in a timely manner. The QRRRA Executive may determine to fully or partially fund the request, or to not provide any funding.

**In reviewing donation requests, the QRRRA Executive will consider the following issues:**

- Is the initiative widely relevant and important to the Quail Ridge community?
- How will the initiative positively impact the Quail Ridge community?
- How will the funds be used?
- How will the effectiveness of the funds be measured?
- Will the proposed initiative benefit a broad subsection of the public?
- Is the request supported by matching funds from any source? (Requests with corresponding funds will be viewed more favourably by the QRRRA Executive. The QRRRA Executive does not undertake efforts to seek or apply for such funds.)
- Has this initiative been provided support from QRRRA previously? If so, provide details.

**QRRRA does not fund initiatives that:**

- Benefit an individual's personal matters and/or financial interests
- Benefit any commercial entities and/or financial interests
- Affect or enhance private property
- Will not benefit the majority of Quail Ridge residents

Proposed: October 12, 2016