

**Pala Band of Mission Indians
Policy No. 12
Donation/Sponsorship Policy**



**Approved
February 24, 2021**

Pala Band of Mission Indians
Policy No. 12
Donations/Sponsorship

It is the desire of the Pala Band to make charitable contributions to non-profit, civic, public agencies and organizations, and persons concerned with improving and maintain the quality of life in our local and neighboring communities. Preference is given to projects or sponsorships requested by public agencies, person, and not for profit organizations with a well-defined proposal that meets the Pala Band's contributions' criteria, and promote good neighbor relations. Contributions to the local and the neighboring communities are given priority.

Contribution Criteria

Contributions requests are accepted for consideration that meets the following criteria. This includes specific proposals that enhance education; health services; specialized educational curriculum and literacy programs; nature and environmental; sports and other organized recreation programs, as well as cultural and diversity programs. We give priority to requests that serve children, youth, and seniors, and events designed to bring communities of interest of the Pala Band.

The priority for funding is to provide a significant and direct benefit to the group population for limited reasonable amounts. Contribution requests to underwrite ongoing general operating expenses, administrative overheads, or staffing obligations may be considered for funding. Contributions to each individual organizational recipient are limited to non-consecutive years, unless the Pala Band chooses to waive this restriction. Funding is limited to \$500.00 for Pala Band Members; and \$300.00 for other individuals per year. For purposes of the Pala Band's tax credits, preference will be given to San Diego County.

Projects must demonstrate the following elements:

- Collaboration with other entities
- Population(s) served
- Innovative and/or creative applications to community needs or problems
- Proven track record of success
- Clearly defined goals and with attainable results in a reasonable time frame
- Led by competent individuals who have a clear vision of what can be accomplished
- Itemization of benefits to the Pala Band

Application Guidelines/Formal Letter from Individual(s)

Requests must be submitted in writing to the Pala Band and include the following information:

- Formal request
- letter on the organization's letterhead
- Brief description or mission statement of the organization
- W-9 from Organization
- Identity of the recipient for check writing purposes
- Solicitors full contact information: name, affiliation, address, phone number with voicemail and email address.

- Date, and location of the event
- A brief description of the request, and how the contribution will be used
- As a sponsor or donor, recitations of how the Pala Band will be recognized or acknowledged
- The deadline for the donation or date for sponsorship confirmation
- An agreement to provide the follow-up funding audit and performance to the stated goals of the Pala Band should such information be requested

Requests are to be submitted to the Pala Band of Mission Indians, Donation, PMB 50, Pala CA 92059

CERTIFICATION

We, the undersigned members of the Executive Committee, do hereby certify that this policy was adopted at a duly called regular meeting of the Executive Committee, at which a quorum was present, on this 10th day of April, 2019, by a vote of 5 in favor 0 opposed, and 0 abstaining. We, the undersigned members of the Executive Committee, do hereby certify that this policy was amended at a duly called regular meeting of the Executive Committee, at which a quorum was present, on this 24th day of February, 2021, by a vote of 5 in favor 0 opposed, and 0 abstaining.

Robert H. Smith, Chairman

Anthony J. Ravago, Sr., Vice-Chairman

Theresa J. Nieto, Treasurer

Theresa Villa, Secretary

Bradly Guachino, Committee

Shelia L. Smith-Lopez, Committee

