



Victoria Golden Rods and Reels

Fishing and Social Club

Policy and Procedures for Managing Legacy Fund Donations

Use of Funds

Money from the Legacy Fund to be used to support the following:

- 1) Introduction to recreational fishing opportunities and support of fishing education activities for youths and adults.
- 2) Environmental stewardship through funding appropriate types of conservation activities and projects related to preserving and enhancing salt and freshwater fishery habitat or other activities that might from time to time be appropriate to enhance the environment or benefit fish or the community.
- 3) Research to support fishery conservation

Procedures

Donated funds are managed by the GRR in accordance with written agreements with the donors, or in the absence of a written agreement, as determined by GRR policy written below,

1. **Designated Donations** will be distributed as specified by the donor
2. **Undesignated Donations** will be used by the GRR at its discretion provided they meet with the approved criteria of the Legacy Fund.
3. Funds will be accounted for separate from General funds with financial reports to the membership at the AGM and interim reports provided quarterly as needed.
4. Legacy Funds will not be used for general operational activities unless a donor expresses a desire to help fund general operational activities.
5. Funding requests to be submitted one month in advance of funds being required. Exceptions may apply under certain circumstances.
6. Upon receipt of a request for funds, the Legacy Fund Committee will work with the GRR Sponsor* and gather information to present to the GRR Executive. Upon approval by the Executive, the funding request will be submitted to the general club meeting for final approval.
7. The Executive may approve amounts requested below \$250, and report to the membership in due course.
8. Self explanatory funding request forms are available to the General Membership.
9. Funding recipients will be required to report to GRR upon completion of the project.
10. Donors will receive annual updates of funded project, to a maximum of two years.

***Sponsor**

The person presenting an activity or project for consideration for funding will be deemed by the club to be the sponsor. The sponsor will present information (cost and benefits or how it aligns with the principles of the legacy fund guidelines) to support the activity or project to the legacy committee. The sponsor will in turn speak to the activity or project when it is being presented at the general meeting for consideration.