



DONATION/SPONSORSHIP POLICY

Issue Date: August 25, 2003

Revision Date: September 2004

Revision Date: May 1, 2009

Purpose

RMSAWWA is frequently asked for cash donations or to be a sponsor of an event from a wide range of groups, organizations, and event organizers. This policy has been developed to provide a system of granting donations or sponsorships that ensures funds are provided only for initiatives that are consistent with RMSAWWA goals and objectives.

Examples of donations and/or sponsorships have included but are not limited to the following:

- Support for tapping team and/or taste test winners to attend AWWA competitions.
- Sponsorship of non-RMSAWWA educational seminars.
- Donations to Water Research Foundation (formerly American Water Works Association Research Foundation [AwwaRF])
- Donations to the Abel Wolman Fellowship.
- Donations to Water For People above the amount raised by the committee.
- Donations to the New Mexico Children's Water Festival.

Policy

RMSAWWA will provide assistance for activities, events, community groups, projects, research and the like within the Section's geographic boundaries, which contribute to RMSAWWA's goals and objectives.

The Secretary/Treasurer will set up a category in the budget for this purpose. The amount budgeted will be determined during the annual budget process based on anticipated needs. The maximum contribution awarded to any individual request for donations/sponsorships shall not exceed \$2,500 annually.

Successful applicants must agree to recognize the sponsorship by representation of the RMSAWWA logo/identity within their endeavor.

Procedure

Applicants must complete a Donation/Sponsorship Request Form. Preference will be given to not-for-profit initiatives. Requests for donations/sponsorships shall be directed to the attention of the RMSAWWA Secretary/Treasurer. The Secretary/Treasurer will refer requests to the RMSAWWA Governing Board for approval at the next monthly business meeting.



DONATION/SPONSORSHIP REQUEST FORM

Please submit completed form to:

**RMSAWWA Secretary/Treasurer
1685 S. Colorado Boulevard Unit S #315
Denver, Colorado 80222**

Date _____

Name of Requestor _____

Name of Organization _____

Is Organization a Non-Profit? _____

Name of Benefactor and/or Event _____

Nature of Request _____

Total Amount Requested \$ _____ **Date Needed By** _____

Approved/Denied by Governing Board _____ **Date** _____