

Date Issued	June 1997
Last Reviewed	September 2020
Department	Corporate
Title	Sponsorship and Donations
Objective	To describe the Association's arrangements for awarding sponsorship and donations.
Responsible	Director of Finance
Next Review Date	September 2025 (Review at AGM)

1.0 Approved Activities

The Association may give small donations / monies for sponsorship to East Lothian Based Community Projects which are registered charities, and to National Housing Charities.

2.0 Amount

In any year, the Association may expend up to 0.5% of the preceding year's audited accumulated surplus, up to a maximum of £1,000.

3.0 Authorisation

The Management Committee is responsible for considering each request for donation / sponsorship and if it is considered appropriate will agree to the amount to be given from the total available for the year and authorise subsequent remittance. In the event that this would result in an undue delay to proceedings, the Chief Executive and / or Director of Finance may obtain written authorisation from the Chair and Vice-Chair and subsequently remit a report to the next Management Committee for homologation.

4.0 Policy Review

The Director of Finance will ensure that Association Members review this policy at the Annual General Meeting at least every five years.