

### **Purpose/Background**

On occasion, community groups or other forms of government may make requests of the Board of Trustees to contribute to capital projects organized by external parties that may positively impact school aged children.

### **Procedures**

1. Requests should be provided in writing to the Associate Superintendent of Business and Operations providing sufficient information as to the scope of the potential project, budget and request of the Board.
2. The Board may request the party to make a presentation to the Board of Trustees or one of the Board's committees either in a public or private meeting.
3. When the Board of Trustees considers requests from external groups, the following criteria may be considered, but not limited to, and in no priority order:
  - 3.1. Direct, positive impact to students served by RVS through both curricular and extracurricular use.
  - 3.2. Clear and direct alignment with Board's strategic plan.
  - 3.3. Determination, at the Board's sole discretion, if the Board has sufficient and available funds.
  - 3.4. Equity of opportunity exists in RVS.
  - 3.5. Formation of a legal society for this potential venture by the community partners or are a recognized branch of government.
  - 3.6. Involvement and support from other levels of government.
  - 3.7. Consideration of the merits of the project itself and not considered based on previous Board investments in other projects.
  - 3.8. Sustainability plan by the external group to address safety, ongoing maintenance, and upkeep requirements of the enhancement without further RVS investment and to a standard satisfactory to RVS.
4. RVS may consider making available access to existing equipment, space, land, or facilities as an 'in-kind' contribution rather than a financial contribution to the project.
5. Pilot projects must have a sustainable plan to expand without further contributions from the Board should they prove successful and worthy of expansion.



6. Groups should not be fund raising for a project on RVS lands before receiving support from the Board.
7. RVS Board Policy and Administrative Procedures must be considered for all recognition of signage. As such, any recognition of fundraising that involves signage, naming of spaces, or other commitments from the Board cannot be offered as donation incentive without first being approved by RVS.
8. RVS be given highest level of donor recognition for any contribution to the project.
9. The decision of the Board of Trustees will be final and provided in writing to the requestor.

*Reference:*

- AP5114 - Donations
- AP5313 – Construction of Playgrounds