



Benhti Economic Development Corporation  
P.O. Box 74598  
Fairbanks, AK 99707

On behalf of BEDCO, thank you for expressing interest in participating in our donations program. In order to review and process your request, the following information is required. Please also see the attached donations policy that accompanies this form.

Please fill out this form completely. Thank you.

Date: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Purpose of donation: \_\_\_\_\_

Donation amount requested:       \$ \_\_\_\_\_

Breakdown of projected costs or budget (please attach other documents as needed): \_\_\_\_\_

To be considered for funding, organizations must provide the following to BEDCO (please attach supplemental information if more space is needed to provide requested information):

- Background on the specific program or use of the funds:

\_\_\_\_\_

Thank you for your submission. Requests will be sent to and reviewed by the General Manager, who shall make a decision based on applicable policies. Whenever possible, BEDCO will endeavor to provide donations to eligible entities or individuals in accordance with applicable policies and budgets.

- How funds will support the community:

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- Specific date of the event or timeframe for using awarded funds:

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- Should your donation request be approved, please provide us with the name and address of the recipient (for a check) or other method of payment information:

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Thank you for your submission. Requests will be sent to and reviewed by the General Manager, who shall make a decision based on applicable policies. Whenever possible, BEDCO will endeavor to provide donations to eligible entities or individuals in accordance with applicable policies and budgets.

# Charitable Contributions Policy

## Objective

This policy aims to set forth Benhti Economic Development Corporation's (BEDCO) policy and procedures for providing donations to support initiatives that enhance the communities where BEDCO operates.

At BEDCO we believe in the power of business to positively impact our community, and we are committed to making a difference. This policy has been established to ensure that our philanthropic efforts reflect our core values and principles and are aligned with our operating processes and controls. All BEDCO giving initiatives are to be executed according to applicable laws and the guidelines established in our Code of Ethics and Business Conduct Guidelines.

## Scope

This policy defines the principles and requirements for all BEDCO charitable contributions. It applies to all BEDCO business units. As outlined in this policy, “charitable contributions” refers to monetary gifts, including grants, donated to an eligible organization. It does not include donations made in exchange for a material benefit such as meals, membership, event participation, or marketing rights.

BEDCO will consider requests to support social, community, civic, educational, or economic endeavors that support students' health, welfare, and education or the community's social and economic health. Requests must meet BEDCO's contribution guidelines. Each year, the BEDCO Board approves a budget for charitable contributions. Those individuals or organizations that wish to be considered shall submit a request that demonstrates how the funds will be used in accordance with this Policy. A request must include a specific amount.

## Eligibility Criteria

- Individuals or organizations with considerable ties to the Native Village of Minto whose mission, purpose and/or activities benefit the Native Village of Minto community.
- The organization's policies and practices are consistent with BEDCO's values and policies.

## Exclusions

- Organizations that discriminate on the basis of race, gender, age, national origin, religion, sexual orientation, or disability.
- Political parties, organizations, or political events.
- Religious organizations where donations are used to promote a particular faith or belief.
- Contributions that provide an employee any direct benefits, such as membership dues, tickets to events, subscription fees, etc.
- Organizations engaged in activities prohibited by law or those that are categorized as hate groups.
- Organizations whose activities harm the environment or animals.

## Administration

To the extent that funds are available, this policy applies. BEDCO's Board of Directors will oversee

the company's philanthropic activities and this policy and approve the aggregate contribution budget annually. BEDCO's General Manager will administer this program. BEDCO will regularly review and improve its practices and report on the progress and impact of charitable contributions annually. Where applicable, reports will be included in BEDCO's annual corporate reports or statements for taxation or charity legislation purposes.

### **Guidelines**

To be considered for funding, organizations must provide the following to BEDCO:

- Background on the specific program or use of the funds.
- How funds will support the community in which BEDCO operates.
- Specific date of the event or timeframe for using awarded funds.
- Contact name, address, phone number, and email, if available.

Requests that do not include all the above details will not be considered.

Requests will be sent to, reviewed, and approved by the General Manager. Approved funds shall not exceed forty percent (40%) of the annual budget approved by the Board for charitable contributions.