



# SMI Broker Donation Fund

## *MISSION:*

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As a responsible corporate citizen, SMI believes it is important to give back to the communities that we do business in. To promote our business partnerships with our independent brokers in Alberta, Saskatchewan and Manitoba, SMI will donate \$5,000 to a charitable organization as part of the SMI Corporate Charitable Gift Policy.

## *AMOUNT:*

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\$5,000 per province

## *CRITERIA:*

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Any proposed charitable organizations must be a Canadian registered charity or other qualified donee as per the CRA website, such as a municipality that has status as a registered charity without a designated charitable registration number (eg: request to fund the building of a local playground with the cheque endorsed to the local municipality). (<https://www.canada.ca/en/services/taxes/charities.html>)

The following types of charitable organizations are not eligible:

- Religious causes or places of worship;
- Political, labour or fraternal organizations;
- Pertaining to trips and tours, including transportation costs.

SMI reserves the right to decline submissions if, at their sole discretion, it deems the charitable organization does not meet the criteria.

## *GUIDELINES:*

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Charitable donations to be made to organizations providing services within the communities in which the broker and SMI conduct business

### Program For Each Province:

1. Each broker office with a broker code is entitled to submit one write-up annually for the registered charity or qualified donee of their choice.
2. The broker will submit the name of the charity and its registered charitable donation number with a brief description (250-400 words) of why they are choosing the charity submitted (or to a qualified donee as per the CRA) and how the donation will benefit their community by July 31<sup>st</sup> of each year.
3. From the submissions received, three (3) from each province will be randomly selected by SMI.
4. SMI employees will review the submissions and a confidential vote will determine which charity will be the recipient of the \$5,000 donation for each province for the year. If voting results in a tie for top submission, these charities will be voted on by SMI staff in a second voting process.



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## DETAILS:

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Entry Period: January 1 to July 31 of each calendar year

Finalist: Will be announced by November 1 of each calendar year

### Submission Details:

1. Name of the charity and its CRA charitable registration number or qualified donee status as stated above
2. Provide detail about the project
3. Outline why the donation will benefit the charity or donee
4. Identify how the project and donation will benefit the community

### Eligibility Requirements:

1. Project should result in a change that positively affects the community that the broker does business in or address a need that will positively impact the community
2. Project aligns with one of the criteria listed above