

Policy Title: Unsolicited Financial Donations

Policy # B-128

Date adopted by Council: August 4, 2026



1. POLICY STATEMENT

The Municipality of Jasper will allocate Unsolicited Financial Donations to the Municipal Financial Stabilization Reserve.

2. SCOPE

This policy applies to all unsolicited financial donations received by the Municipality, including: cash donations, cheques, electronic funds transfers, online donations; and/or other financial contributions voluntarily provided without solicitation by the Municipality.

This policy does not apply to: grants, sponsorship agreements, fundraising campaigns authorized by Council; or donations of goods, services, or assets.

3. STANDARDS

3.1. Acceptance of Donations

The Municipality of Jasper may accept unsolicited financial donations from individuals, organizations, businesses, governments, or other entities, subject to applicable legislation and municipal policies. Donations that contain conditions, restrictions, or obligations may be reviewed by Administration and referred to Council for consideration.

3.2. Allocation of Funds

All unsolicited donations received without restrictions or conditions shall be deposited into the Municipal Financial Stabilization Reserve.

3.3. Use of Funds

The Stabilization Reserve shall be managed in accordance with the Municipality's Reserve Policy and applicable legislation. Council retains the ultimate authority over the use of the Financial Stabilization Reserve.

RESPONSIBILITIES

Council: Review and approve any revisions to this Policy.

CAO: Review and approve any procedures related to this Policy.

Directors and Managers: Carry out the Policy based on established procedures.

4. DEFINITIONS

“Unsolicited Financial Donation” means money voluntarily given to the Municipality without having been identified by the donor with a fundraising campaign, sponsorship program, grant application, or other formal solicitation process.