



UARctic Donations – Policies and Procedures*

*Adopted in principle by the Board Executive, and supported with improvements by the Board Finance Policy Advisory Group.

POLICIES AND PROCEDURES

UARctic ry (hereafter UARctic) as a non-profit association registered in Finland, is authorized to make donations to support the implementation of its mission and goals in accordance with the following:

- UARctic makes donations to its members for supporting UARctic activities, not directly to individuals.
- Through its donations, UARctic supports activities that are in line with its values, but not political activities.
- In addition to defining the UARctic activities supported by a donation, the conditions, procedures, and management of each donation made to a member will be defined within a Deed of Donation form or within a general co-operation agreement.
- All UARctic members are eligible to receive donations; no member gets preferential treatment or is discriminated against.
- All donations are decided on by the President, based on the annual UARctic budget approved by the Board and verified by the Assembly of UARctic. The financial management related to donations follows UARctic's Financial Management Manual.
- The three legal signatories for UARctic are the Board Chair, President, and the Head of the UARctic International Secretariat, and each is authorized to sign off on donations.
- All UARctic members who receive donations are obliged to provide reports on their use of funds to UARctic as stipulated in the donation agreement.
- A summary of donations and their use as reported will be included in the annual financial report presented to the Board and the Assembly in their respective meetings the following year.
- UARctic's Vice-President Finance shall prepare all Deeds of Donation based on the President's decisions (as per individual agreements), which are to be included in the year-end financial report presented to the Board and the Assembly.