



# CHARITABLE DONATION REQUEST FORM

*All following information is required in order for SANG Community Enhancement Foundation to consider your request.  
Thank you for your co-operation.*

Organization: \_\_\_\_\_ Application Date: \_\_\_\_\_

Organization's Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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

## Please make sure your proposal includes the following information:

- A description of your organization and/or executive summary. Please provide some background information of your organization.
- A rationale for your request.
- A budget for money desired.

What services are rendered by your organization? \_\_\_\_\_  
\_\_\_\_\_

How will this donation be used? If application is for an event, please include event date. \_\_\_\_\_  
\_\_\_\_\_

What kind of advertising/signage and recognition will SANG Community Enhancement Foundation receive, if any? \_\_\_\_\_  
\_\_\_\_\_

Are there any other organizations donating at this time? If so, please list. \_\_\_\_\_  
\_\_\_\_\_

What type of contribution are you seeking?

- ☐ Monetary \$ \_\_\_\_\_ (please be specific)
- ☐ Other \_\_\_\_\_

By what date do you need the contribution? \_\_\_\_\_  
*Please submit complete proposals no less than 30 days before contribution is needed. Incomplete or late proposals may not be considered.*

Within 30 days following the event, please provide a letter or program showing how funds were used and pictures of event. If the event is postponed/cancelled or the scope of the project changes, funds must be returned. By signing this, you agree to these conditions. Failure to provide this information may affect future funding requests. Please initial here to show you have read and understand these conditions. \_\_\_\_\_

To whom should the cheque be made payable? \_\_\_\_\_

Printed Name of Organization's Officer: \_\_\_\_\_

Signature of Organization's Officer: \_\_\_\_\_

#### Internal Use Only

Date of Review: \_\_\_\_\_

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

Conditions: \_\_\_\_\_

## CHARITABLE DONATIONS POLICY

SANG Community Enhancement Foundation aims to provide financial aid, donated skills and material to enhance the social well-being of local groups and individuals of the greater franchise area. The vision of SANG Community Enhancement Foundation is to promote excellence and equity in local communities.

Our work will be guided and informed by our beliefs and commitments to: Inclusiveness - we respect people, value diversity and are committed to equality. Participation - we value and recognise the contribution of volunteers within organisations and communities.

All parties requesting financial support from the SANG Foundation must complete a Charitable Donation Request form. The completed form should fully explain the nature of the contribution being sought and include all requested documentation. The Charitable Donation Request form is available at the SANG office and on our website; all required documentation should be submitted to the SANG Community Enhancement Foundation following the directions provided below.

#### Contributions Policy

- The organization must also be a non-profit organization.
- Requests should be submitted at least 30 days prior to the event to give proper time to evaluate the request.
- Complete proposals include a description of the organization, its mission and major accomplishments, and a rationale and budget.
- Complete proposals will be considered monthly by the SANG Foundation Board of Directors.
- Incomplete proposals or those with deadlines within 30 days of submission may not be considered.

#### Preferential consideration is generally given to requests where the following apply:

- The recipient is a local community organization in Lac Ste. Anne County and direct surrounding area.
- Money donated will be spent in Lac Ste. Anne County and direct surrounding area.
- Money donated will directly benefit the residents of Lac Ste. Anne County and direct surrounding area.
- Money donated will benefit a significant group of people (as opposed to a single person).

The SANG Foundation does not make charitable donations to for-profit organizations.

#### Completed Charitable Donation Request applications and supporting documentation may be submitted by mail or email:

SANG Community Enhancement Foundation  
C/O Ste Anne Natural Gas Co-op Ltd  
P.O. Box 600  
Onoway, AB  
T0E 1V0

Please direct questions regarding SANG Community Enhancement Foundation Charitable Donations to [SCEF@steannegas.com](mailto:SCEF@steannegas.com).



## 5th ANNUAL SANG COMMUNITY ENHANCEMENT FOUNDATION (SCEF) COMMUNITY COMPETITION

### OFFICIAL RULES

OPEN TO ANY RESIDENTS 18 YEARS OF AGE AND OLDER

A PROJECT MUST BE A PHYSICAL ENHANCEMENT WITHIN THE STE. ANNE NATURAL GAS CO-OP  
FRANCHISE AREA

\* The project can be nominated from outside the Ste. Anne Natural Gas Co-op franchise area if it is breaking ground in said area.

- 1. WHAT IS THE SCEF COMMUNITY COMPETITION?** A competition designed to find which youth facility stands above all others. The Competition aims to help protect the future of youth recreation in Ste. Anne Natural Gas Co-op franchise area, because communities build recreation and recreation builds communities.

**2. COMPETITION PHASES:**

| Phase                  | Start Date      | End Date      |
|------------------------|-----------------|---------------|
| Accepting Applications | June 9, 2026    | June 30, 2026 |
| Public Voting          | July 7, 2026    | July 15, 2026 |
| Top 3 Announcement     | August 1, 2026  | NA            |
| Winner Announced       | August 20, 2026 |               |

**3. TO ENTER:**

- a. In order for your project to be eligible to compete in the Competition, there must be a minimum of one (1) story submitted for the nominated recreation project. Share your story by providing an answer to each of the following four (4) questions (collectively, your "Story Submission"):
1. Tell us about your community's spirit as well as its passion for your proposal. Can you describe examples of how this came to life?
  2. Tell us about your organization or the youth involved in your vision. Why is it important to you, your family, and your community?
  3. Explain how your community will use the funds to improve your project.
  4. Explain how you will keep this project sustainable for years to come.

Limit: One (1) approved Story Submission per person, per project, however a project can have multiple approved Story Submissions from separate unique entrants.

- b. A Charitable Donation Request Form must be completed in full and submitted with your Story Submission.

#### OPTIONAL

You are welcome to submit a video, pictures, website, social media links, etc.

Get creative!

The optional video must be in a format accepted by Youtube.

Encourage community engagement (such as social media) in your process as the community will have an opportunity to vote on your Story Submission.

Sponsor reserves the right to reject submissions that do not meet the criteria.

- 4. ENTRY ACTION VERIFICATION AND CONDITIONS:** All Story Submissions are subject to verification. In the event a dispute arises as to the identity of an entrant, Story Submission will be declared by the name on the Charitable Donation Request Form submitted with. If any individuals other than yourself are named or appear in the Story Submission, you must have the permission of the individuals (or of parent/legal guardian if a minor) to use their name and/or photograph. Story Submissions that are lost, late, incomplete, illegible, or corrupted are void and will not be accepted. Story Submissions that are found to be copies of other Story Submissions previously entered in the Competition or to contain content plagiarized from other publications will be void and will result in the entrant's disqualification.
- 5. STORY SUBMISSION GUIDELINES:** Story Submission and any optional submissions must not (a) be sexually explicit or suggestive, violent or derogatory of any ethnic, racial, gender, religious, sexual orientation, professional or age group, profane or pornographic, contain or reference nudity or any materially-dangerous activity; (b) promote alcohol, drugs, tobacco, firearms/weapons (or the use of any of the foregoing), any activities that may appear unsafe or dangerous, or any particular political or religious agenda or message; (c) be obscene or offensive, or endorse any form of hate or hate group; (d) contain copyrighted materials owned by others, without permission, to the extent permission is necessary; and (e) be false or misleading.
- 6. ELIGIBILITY TO ENTER, SUBMIT RALLY ACTION AND/OR VOTE:** Competition is open only to legal residents of Alberta, 18 years old or older as of the time of entry.

Where funds are intended to be used to support infrastructure projects, the sponsor reserves the right to request proof of ownership or a lease agreement before money is released.

Directors and employees of Ste. Anne Natural Gas Co-op Ltd. and their immediate family or persons living in the same household, are not eligible to participate in this Competition.

**7. JUDGING, VOTING AND COMPETITION WINNER DETERMINATION:**

a. Public Voting and Top Three (3) Announcement:

All qualifying nominations will be posted on the Website and open for public vote during the Voting Phase. During the Voting Phase, individuals can vote for their favourite candidates **that they feel best embodies the spirit of the Competition** by visiting the Website and following the links and instructions to vote. Votes will only determine the top three (3) finalists. There may only be one (1) vote per IP address. Sponsors will not disclose vote scores. Sponsor reserves the right, in its sole discretion, to select less than the stated number of Finalists in the event that Sponsor does not receive a sufficient number of eligible Story Submissions. Each of the three (3) Finalists must correspond to a different project, so that no one project will occupy more than one Finalist position.

b. Grand Prize Winner Selection:

Administrator will manage, monitor, and prepare materials for the Judging Panel. SCEF Board of Directors will be selecting their top choice from the final three (3) nominations. Decisions of the Sponsor and Judging Panel are final and binding in all matters. In the case that the Judging Panel cannot determine one (1) Grand Winner, the amount of \$25000 may be distributed amongst multiple nominees.

**8. COMPETITION AND PRIZE RELEASE:** By participating in the Competition and accepting prizes (if applicable), entrants (and, if minors, their parents/legal guardians) and winning projects agree to release and hold Released Parties harmless against any and all claims, injuries, damages, loss and/or liability to person or property. All entrants (and, if minors, their parents/legal guardians) and winning projects also acknowledge that the Released Parties will not be responsible for any injury, accident, death or dismemberment, or any other loss, damage or expense in connection with participation in the Competition and/or the prize. The entrant also acknowledges that none of the Released Parties has offered any warranty or guarantee respecting the prizes.

**9. RIGHT TO MODIFY, TERMINATE, SUSPEND:** Persons (including, but not limited to, any Competition entrant) who act in an unsportsmanlike or disruptive manner, who act contrary to law or the spirit of the Competition or in a manner that might reflect unfavorably upon the reputation of the Competition Parties or who are in violation of these Official Rules, as solely determined by the Competition Parties, will be disqualified and all associated Story Submissions, and/or votes (as applicable) will be void.

**10. PUBLICITY:** By participating in the Competition, each entrant (and, if an eligible minor, his/her parent or legal guardian) hereby grants permission for the Competition Parties and their respective designees to use entrant's name, likeness, voice, quotes, comments, biographical information, and/or image for the purpose of promotion without further notice, permission, compensation in any media.

Please e-mail SCEF@steannegas or visit [www.steannegas.com](http://www.steannegas.com) for further questions.