

**Katy Myers, President**

Washington State Chapter APCO – NENA

911 Carver Street

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## SUNSHINE COLLECTION

### **PURPOSE**

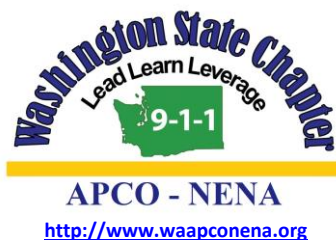
To establish a mechanism to provide financial assistance for those Chapter members who meet a qualifying event that affects their personal lives or that of their immediate family members.

### **AUTHORITY**

In accordance with the direction provided by the Executive Committee on May 4<sup>th</sup>, 2022, to establish a program to collect and distribute funds for the above purpose.

### **POLICY**

1. The Association shall establish a budget line item for the Sunshine Collection.
2. The Sunshine Collection shall provide financial support to public safety communications professionals and/or their immediate family members who face a qualifying event that places a significant financial burden upon them.
3. Based on the event and the availability of monies in the Sunshine Collection account, these individuals may qualify for a financial award to assist them.
4. Any member in good standing of WA APCO-NENA may nominate themselves, a member, or a member's immediate family members, as a recipient for assistance.
5. The Administration Committee will coordinate and administer the activities associated with this Collection
6. The following controls shall be put in place for the Sunshine Collection.
  - a. The Sunshine Collection will be funded primarily by voluntary contributions of the membership.
  - b. The Sunshine Collection will be maintained as a designated and restricted budget line item in the WA APCO NENA budget. Funds will be carried over to the next year.
  - c. Any use of the Sunshine Collection must be authorized by the Executive Board upon recommendation of the Review Panel.



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### **QUALIFICATIONS AND NOMINATION PROCESS**

1. To nominate a recipient, complete and submit the Sunshine Collection Nomination Form, available on the Chapter website or by request from the Chapter Secretary.
2. To qualify for consideration, the nominee must meet these minimum requirements:
  - Recipient or their immediate family members is a member of good standing of the Chapter at the time of the request, regardless of actual membership status at the time of the qualifying event.
  - Are experiencing or have experienced within the last three months a life-change or life-interference event. Situations considered for Sunshine Collection distribution are as follows and not limited to:
    - i. a. Loss or critical illness/injury of member themselves or close family such as spouse or (step) child(ren).
    - ii. Loss of primary residence due to fire, storm or other event.
3. If the nominee's circumstances fail to meet the criteria, the reasons will be communicated to the submitter.
4. Details of a situation will be limited to the Administrative Subcommittee and the Executive Committee to protect the nominee's privacy.
  - a. If approved, the recipient may provide a release to the Chapter that allows general information related to the receipt of funds.
  - b. The approval for the release of information is not required to receive funds.

### **NOMINATION REVIEW AND SELECTION**

1. Preference shall be given to a member in good standing of the Chapter, especially if available funds are limited. Still, the Administrative Subcommittee has the discretion to weigh other factors consistent with the intent of the Sunshine Collection in determining eligibility and the appropriate award tier.
2. The Administrative Subcommittee will make a recommendation for approval or denial of the nomination to the Executive Committee.
  - a. Recommendations for approval will include a suggested gift amount.
3. The final determination for approval and gift amount will be the responsibility of the Executive Committee and be dependent upon available funds and current circumstances.