

PUBLIC INTEREST GRANT POLICY

OPIRG McMaster is a student-funded/student-directed organization working on issues of human rights, the environment and social justice.

OPIRG McMaster's objectives are to:

1. Engage in charitable non-profit research and activities to advance the welfare of the University and general community;
2. To execute, sponsor and publish educational studies and programs to advance the welfare of the University and general community;
3. To facilitate and encourage students to develop their research and advocacy skills in order to become active and informed citizens;
4. To make diverse viewpoints available to the University and general community.

OPIRG McMaster will review and grant or deny all proposals for The Public Interest Grant based on the criteria listed in this document. Applicants may be asked to come in to answer any questions the review group may have regarding the proposal. The review group will be composed of OPIRG McMaster Board of Directors and one member will be designated as the Grant Liaison.

All applicants seeking The Public Interest Grant must submit a proposal which contain the following:

*Proof of OPIRG McMaster membership for fiscal year (Sept. 1 to Aug. 31) in which proposal is being submitted.

*Description of the project

*Description of how the project achieves OPIRG McMaster's objective(s)

*Outline of the individual/group's history, objectives, and current activities

*Preliminary budget (including specification of all other possible funders)

*Timeline of activities

OPIRG McMaster will fund:

*Communication and events coordination

*Materials and supplies

*Planning and basic research

*Building and infrastructure

*Ecological restoration activities

*Any allocation of funds outside those listed above will be subject to approval by the OPIRG Board of Directors

OPIRG McMaster will deny funding in cases where:

- The project proposed does not represent OPIRG McMaster's organizational values, and/or does not aid the organization in fulfilling its objectives.
- Insufficient organizational resources exist to properly fulfill the request.
- The proposed event or project is directed by, in support of, or primarily funded by a political party.

*POLICY approved by the OPIRG Board of Directors, February 24, 2010
Revised and Approved March 13, 2014*

- There is any reasonable concern that granting the project will negatively affect the reputation of the organization, its working groups, or its community partners on and off campus.
- The OPIRG Board of Directors has any other reasonable concern that supporting an activity, event or project will negatively affect the organization, its members, its working groups and any of its community partners on and off campus.

OPIRG McMaster reserves the right to re-evaluate all proposals and revoke decisions at any point before completion of the proposed event/project.

Successful applicants who accept The Public Interest Grant agree to act in the best interests of OPIRG McMaster throughout the course of their event/project.

The grant money can be accessed for one year commencing on the date of the official awarding of the grant (i.e. OPIRG's AGM in March /April). To access grant money the successful applicant is required to submit receipts for reimbursement. Where necessary, the successful applicant may request an advance on funds either in part or in full. The understanding is that receipts will be submitted once expenditures have been made. These funds are part of the total grant and are considered an advance on that total.

Successful applicants are responsible for any costs charged to OPIRG McMaster that are in excess of the granted \$1,000 and will be billed accordingly. Any unused funds by end of grant period will remain with OPIRG McMaster unless the successful applicant addresses the Board of Directors requesting an extension of the granting period. Any improperly allocated funds as per The Public Interest Grant Policy must be returned to OPIRG McMaster.

The successful applicant is required to provide progress and evaluation reports at intervals determined consensually between applicant and Grant Liaison. Any changes to the proposed timeline of activities and/or budget must be reported immediately to the Grant Liaison.

At the end of granting period the successful applicant will be required to submit a summary of their project, which will be reviewed by the Grant Liaison.