



CRITERIA FOR TABS FOR TOTS APPLICATIONS

- 1) All applications must be sponsored by an ELKS or Royal Purple Lodge.
- 2) All applications must include authorization from the sponsoring lodge to make the application, (i.e.) copy of the motion.
- 3) Any project in excess of \$5000 will be determined to be a capital project and will not be considered by the Trustees.
- 4) Applications for items intended for delivery rooms, nurseries, or paediatric wards will only be accepted for consideration by the Trustees.
- 5) All applications must be submitted to the Foundation Office no later than May 1st of each calendar year, to be eligible for consideration by the Foundation Trustees.
- 6) Consideration of any application will be at the discretion of the Trustees.
- 7) First consideration will be given to those areas that have not received a contribution in the previous two (2) years.
- 8) It is suggested that all applications in excess of \$2,000 be considered as a joint donation to be shared with the sponsoring lodge and the Foundation Tabs for Tots.
- 9) Priority will be given to non - regional hospital and health unit applications.
- 10) Proper support information and additional materials to accompany the application is strongly suggested to assist the Foundation trustees in their consideration of each application.
- 11) The Foundation requires the recipient to sign an ownership agreement acknowledging the Alberta Elks Foundation retains title to donated equipment.