



PNAVA Policies and Procedures

Legacy Memorial Fund Policy

Policy Number: 8.10 Reviewed: 10/2021 Revised: NEW 2021 EB Reviewed & Approved: 3/2021 Original Date: 2/2021
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PURPOSE

To define and establish the utilization for awarding the Legacy Memorial Fund.

POLICY

1. The Legacy Memorial Fund is the restricted account that resulted from the donations of a member's life milestone that honor birthday, death and the generosity of the distinguished PNAVA member.
2. Funds will be utilized for scholarship unless otherwise designated by the donor.
3. Funds shall be held in a restricted account to be used only for scholarship funding for a second scholarship of the fiscal year, unless otherwise designated by the donor.

PROCEDURE

1. Funds received by PNAVA will be deposited in a restricted account to be used only for scholarship funding for a second scholar of the fiscal year.
2. The President will send a Letter of Acknowledgement for the receipt of the donated funds within 1 week.
3. The President will disseminate the existence and designation of the fund during the next PNAVA General meeting.

REFERENCE (S)

ATTACHMENT(S)

1. Revision History



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Attachment 1: Revision History

Original Author: Perry Francisco
Reviewed: 2/2021 P&P Committee
President: 2020-2022 Catherine Paler