



Donation Policy

***Effective May 8, 2025, per motion and approved by the
Board of Directors on May 8, 2025***

Sitnasuak Native Corporation and its family of companies (“Sitnasuak”) provides charitable support to organizations that, in most cases, receive tax exempt 501(c)(3) as charitable organizations, 501(c)(4) as social welfare organizations, and 501(c)(6) as business leagues status from the Internal Revenue Service. In reviewing requests, Sitnasuak gives priority to those that specifically benefit its shareholders and descendants. Non-profits in the Sitnasuak Region and Alaska will be given priority. Outside Alaska, non-profits that benefit Sitnasuak or Alaska Natives will be given consideration. Sitnasuak will accept only one request per year per requesting organization. Funding is not guaranteed.

Financial Assistance Guidelines

Sitnasuak supports programs and organizations that make a positive difference in the lives of shareholders and descendants. **Financial assistance is available for the following needs:**

- **Education:** initiatives that are beneficial to the well-being of Sitnasuak shareholders and descendants.
- **Cultural:** initiatives that are dedicated to the preservation of language, culture and/or traditions.
- **Community Outreach:** initiatives that address housing, shelter, food, rural development, youth, or recreational activities.
- **Wellbeing:** initiatives dedicated to the wellbeing of Sitnasuak shareholders and descendants.
- **Environment:** initiatives that relate to natural resources and are consistent with Sitnasuak values, priorities, and policies.

Financial assistance is NOT available for the following:

- Organizations that discriminate based on race, creed, color, sex or national origin
- Operating budgets
- Operational phases of established governmental programs
- Financial support for burial expenses (Please contact the Shareholder Department at (907) 387- 1209 for more information on burial assistance)

- Pageants
- Organizations that have received a donation within the current year and are requesting further funding
- Requests for individuals

Non-Profit Board Members:

Many executive/employees and Shareholders of Sitnasuak and its subsidiaries are volunteer board members for non-profit organizations. Sitnasuak and its subsidiaries do not guarantee financial support to organizations based solely on executive, employee, or Shareholder involvement.

In-Kind Donations:

In some cases, an organization may not be able to accept a cash donation but may accept an in-kind donation. The request, application, and approval process are the same for both cash and in-kind requests. This includes artwork that Sitnasuak donates for non-profit organization fundraiser auctions, and donations of any other goods and services.

Eligibility

To be eligible for charitable giving support, an organization should address a specific community need. Any donation request for over \$1,500 must be payable to an IRS certified non-profit organization. A completed IRS W-9 form with a federal identification or social security number is required. All donation requests must include a copy of your non-profit certification. Requests and applications for Sitnasuak support will be evaluated per the following criteria to help prioritize the limited resources available:

- Benefit to Sitnasuak shareholders and descendants
- Sitnasuak region events or ones outside the region with shareholder interest
- Financial resources requested
- Project purpose and impact
- Additional guidelines per the Sitnasuak focus areas
- Any additional information that may be requested by Sitnasuak

For requests of more than \$5,000, please submit the following:

- a copy of the group's current financial statement and annual budget
- a list of organizations that requests have been made to
- a list of contributions received
- a copy of the group's IRS tax-exempt status

Review Process

Donation requests are based on Sitnasuak's annual budget, current objectives and the community need for the project. Depending on the amount requested, applications may be evaluated and approved by the Sitnasuak CEO/ President, Finance Committee, or the Board of Directors. The decision is final and cannot be appealed.

Follow Up

Unused Funds

Organizations that receive donations from Sitnasuak Native Corporation must either return any unused funds or provide a detailed plan on how the remaining funds will be utilized. This plan should be submitted within 30 days of the project's completion or cancellation of the event the donation was to be used for.

Follow-Up Requirements:

After receiving a donation, organizations are required to submit a follow-up report to the Sitnasuak Board of Directors. This report should detail how the funds were used, the impact of the donation, and any measurable outcomes. The report must be submitted within 60 days of the project or event completion.

Contact Information

Nome Office:

Shareholder Dept.
214 Front St., 2nd Floor
Nome, AK 99762
Phone: (907) 387-1200

Anchorage Office:

Shareholder Dept.
2700 Gambell St., Ste.300
Anchorage, AK 99503
Phone: (907) 929-7000

Email: SNCDonations@snc.org



Sitnasuak Native Corporation Donation Request Form

Name of Organization:		Amount Requested:	
Organization Program Name:		Total Budget:	
Organization Address:		Date Needed By:	
		Education Tax Credit Eligible:	
Organization website:		Service Area:	
Organization Tax ID Number:		Estimated Number of Shareholders / Descendants Served:	
Contact Person and Phone Number:		Contact Person Email:	

Please provide a brief description of the organization (name, history, mission).

Please provide the details for your donation request.

How will the donation funds be used?

Please describe how your initiative or event benefits SNC Shareholders or descendants.

Provide a list of all other donors/sponsors you have requested from, the amount requested, and amount received.

Organizations are required to follow up with SNC within 60 days after the event or project completion. Describe how you will follow up with Sitnasuak after the donation is received on how it was utilized.

By signing below, your organization agrees to adhere to the SNC Donation Policy in its entirety and are authorizing and permitting Sitnasuak Native Corporation to advertise the donation request, document the donation through photography or other means, and publish the documentation (e.g., highlighted in our Venture newsletter or on social media).

Printed Name:

Signature:

Title:

Date:

Submit requests via E-mail (PDF),
Fax, Hand Delivery, or Mail to:

Hand Deliver (Nome):

Shareholder Department
214 Front Street, 2nd Floor
Nome, AK 99762
Phone: (907) 387-1200

Hand Deliver (Anchorage):

2700 Gambell Street, Ste.300
Anchorage, AK 99503
Phone: (907) 929-7000

Mailed:

Sitnasuak Native Corporation Attn:
Donation Requests
PO Box 905
Nome, AK 99762

Fax: (907) 443-6437

E-mail:
SNCDonations@snc.org

Revised 5/8/25

