

# Donation

Version 1.9 released on 8/3/21

Updated RFA for donations including travel donations (use employee reimbursement process for travel approvals)



<b>CITY COUNCIL USE ONLY</b> Date Received: _____ Committee Date: _____ 1st Agenda Date: _____	Tracking #: _____ Committee: _____ Hearing Date: _____ 2nd Agenda Date: _____	<b>CITY CLERK USE ONLY</b> <input type="checkbox"/> Scanned      Date: <u>02.16.2022</u> <input type="checkbox"/> Posted      Item #: <u>2202.00361</u>
---	--	---

**All department items requiring Council approval must be submitted through the Mayor's Office.**

## Primary Details

<b>Board Approval</b>		<b>Other Board Name</b>	<b>City Council Approval</b> <input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Department</b> Police	<b>Contact Name</b> Jack Henley	<b>Email</b> jhenley@cityoftulsa.org	<b>Phone</b> 9185969222
<b>Bid/Project Number</b>	<b>Project Title</b>	<b>Donator</b> Joy in the Cause, Jeff Boatman	<b>Type of Donation</b> Other
<b>Travel Event Title</b>	<b>Traveler's Name</b>	<b>Event Date</b>	<b>Donation Amount/Value</b> \$23,900.00 <i>City Council requires a dollar value</i>

## Budget

Funding Source(s)

### TOTAL:

Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstTitle5413102.6001-4043122-541102-\$30,000.01)

## Approvals

Department: \_\_\_\_\_  
 Legal: \_\_\_\_\_  
 Board: \_\_\_\_\_  
 Mayor: \_\_\_\_\_  
 Other: \_\_\_\_\_

Date: 01.14.2022  
 Date: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Date: FEB 16 2022  
 Date: \_\_\_\_\_

## Policy Statement

### Background Information

Donations made to the Police Department's Community Engage Unit from October through December 2021.

Provide background information on the requested action.

### Summation of the Requested Action

Request approval to accept and use donations while involved in community engagement.

Summarize the pertinent details of the requested action

### Other Pertinent Details

Donations were either distributed to community members or retained by CEU for facilitation of engagement activities. Refer to attached spreadsheet for additional information concerning donations.

Provide any additional information that should be considered when considering approval of this contract document

## Processing Information for City Clerk's Office

### Post Execution Processing

- ☐ Mail vendor copy (addtl signature copies attached)
- ☐ Must be filed with other governmental entity
- ☐ Addtl governmental entity approval(s) required

### Additional Routing and Processing Details

---

### TPD Community Engagement Unit - Donation Log

DATE	DONATION	BUSINESS/REPRESENTATIVE	CONTACT	RECEIVED BY	VALUE
10/4/2021	60 BACKPACKS	JOY IN THE CAUSE	STEPHANIE HADDOCK	OFC. J. WEST	\$1,200.00
10/12/2021	25 BACKPACKPACKS	JOY IN THE CAUSE	STEPHANIE HADDOCK	OFC. J. WEST	\$500.00
12/9/2021	60 BACKPACKS	JOY IN THE CAUSE	STEPHANIE HADDOCK	OFC. J. WEST	\$1,200.00
12/16/2021	210 - \$100 Target Gift Cards	Jeff Boatman (Wishes to remaing anonymous)	Jeff Boatman	Sgt. Flanagan	\$21,000.00
				<b>TOTAL</b>	<b>\$23,900.00</b>