

Donation

Version 2.6 released on 7/1/25

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



CITY COUNCIL USE ONLY		CITY CLERK USE ONLY	
Date Received: _____	Tracking #: _____	<input type="checkbox"/> Scanned	Date: <u>10.15.2025</u>
Committee Date: _____	Committee: _____	<input type="checkbox"/> Posted	Item #: <u>2510.02645</u>
1 st Agenda Date: _____	Hearing Date: _____		
	2 nd Agenda Date: _____		

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

Primary Details

Board Approval	Other Board Name	City Council Approval <input checked="" type="radio"/> Yes <input type="radio"/> No
Department Animal Services	Contact Name Sherri Carrier	Phone 918-596-8007
Bid/Project Number <small>Enter a Bid or Project Number (not a Title or Description)</small>	Project Title Tulsa Community Foundation Donation	Type of Donation Other
Travel Event Title	Traveler's Name	Donation Amount/Value \$16,310.00 <small>City Council requires a dollar value</small>
	Event Date	
	Donator George Kaiser Family Foundation	
	Email sherricarrier@cityoftulsa.org	

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.Abst>Title5413102.6001-4043122-541102-\$30,000.01)

Approvals

Department: <u>Sherri Carrier</u>	Date: <u>10/13/25</u>
Legal: <u>N/A</u>	Date: <u>10.14.25</u>
Board: _____	Date: _____
Mayor: <u>[Signature]</u>	Date: <u>OCT 15 2025</u>
Other: _____	Date: _____
	<u>Krystal S. Reyes</u> Mayor Pro Tem

Policy Statement

Background Information

George Kaiser Family Foundation has granted Tulsa Community Foundation on behalf of Tulsa Animal Services the sum of \$16,310 to help residence in the InvestNorth Community area with leashes, collars, tags, and microchips for their animals. These areas specifically include the Hawthorne Neighborhood and the Walt Whitman Neighborhood. Hawthorne is located between Apache Street and 36th Street North, from the Tulsa County Line to Peoria Ave and from Mohawk Blvd to Lewis Ave. Whitman is located between 36th & 46th Street North, Peoria Ave, and Martin Luther King Jr. Blvd. You can go to investnorthtulsa.org for more information.

Provide background information on the requested action.

Summation of the Requested Action

Mayoral Approval of funds given to TCF.

Summarize the pertinent details of the requested action

Other Pertinent Details

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 (add'l signature copies attached)
- Must be filed with other governmental entity
- Add'l governmental entity approval(s) required

Additional Routing and Processing Details

GEORGE KAISER FAMILY FOUNDATION®

A Subsidiary of the George Kaiser Family Foundation

August 7, 2025

Phil Lakin Jr.
Chief Executive Officer
7030 S. Yale Ave.
Tulsa, OK 74136

Dear Mr. Lakin,

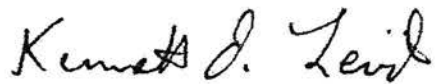
George Kaiser Family Foundation ("GKFF") is pleased to grant Tulsa Community Foundation ("Grantee") the sum of \$16,310. This grant is restricted and shall be used to support the InvestNorth Community Fund (1132.808-DD).

This grant is distributed with the following conditions:

- (1) Grantee shall recognize "George Kaiser Family Foundation" at the level commensurate with this grant at all public events and in all materials where financial sponsors of the organization are listed. Please contact grants@gkff.org to discuss event recognition and further details.
- (2) The grant is to be used exclusively for the above-described purpose. Any part of the grant fund not so used must be returned.
- (3) Grantee is an organization that is both exempt from tax under section 501(c)(3) of the IRS Code and an organization described in IRC 509 (a)(1) or (a)(2). Grantee is required to provide GKFF with written notice of any changes in Grantee's tax-exempt status.
- (4) No part of the grant may be used to lobby or otherwise be used to attempt to influence legislation. Also, none of the funds contributed to Grantee may be expended for any political activity or purpose.
- (5) The Grantee is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with Generally Accepted Accounting Principles.
- (6) Grantee is hereby notified of GKFF's intent to monitor and evaluate the activities funded by this grant. This may include a visit by a representative of GKFF to review and discuss the program with you or your staff.
- (7) Upon request by GKFF, your organization shall be asked to complete a progress report on the activities associated with this grant.

Grantee's acceptance of GKFF's payment will constitute its agreement to the terms and conditions as set forth above. However, for our records, please sign this agreement below. Please call if you have any questions.

Sincerely,



Ken Levit
Executive Director

Program Contact

As program contact, I understand and agree to the foregoing terms and conditions of GKFF's grant and this Agreement.

Grant Authorized Signer

On behalf of Grantee, I understand and agree to the foregoing terms and conditions of GKFF's grant, and hereby certify my authority to execute this agreement on Grantee's behalf.

Signature:



Date:

0/19/25

Freeman, Marshelle

From: Molloy, Mandy
Sent: Tuesday, October 14, 2025 9:16 AM
To: Freeman, Marshelle
Subject: Fw: [External Mail] RE: TCF fund from GKFF / Invest North

From: Carrier, Sherri <sherricarrier@cityoftulsa.org>
Sent: Monday, October 6, 2025 9:05 AM
To: Molloy, Mandy <MMOLLOY@cityoftulsa.org>
Subject: FW: [External Mail] RE: TCF fund from GKFF / Invest North

From: Basgall, Christy <CBASGALL@cityoftulsa.org>
Sent: Wednesday, August 27, 2025 6:24 PM
To: Williams, Rhys <RHYSWILLIAMS@cityoftulsa.org>; Carrier, Sherri <sherricarrier@cityoftulsa.org>
Cc: McCarn, Ashleigh <amccarn@cityoftulsa.org>
Subject: RE: [External Mail] RE: TCF fund from GKFF / Invest North

Hi Sherri,

The purchase price is typically the value of the donation and yes this would follow the normal donation process for items/good received. If we aren't receiving cash that needs appropriated nothing needs to go through the Finance department.

Thanks,
Christy

From: Williams, Rhys <RHYSWILLIAMS@cityoftulsa.org>
Sent: Wednesday, August 27, 2025 5:25 PM
To: Carrier, Sherri <sherricarrier@cityoftulsa.org>; Basgall, Christy <CBASGALL@cityoftulsa.org>
Cc: McCarn, Ashleigh <amccarn@cityoftulsa.org>
Subject: RE: [External Mail] RE: TCF fund from GKFF / Invest North

Sherri,

I am going to have to look into this a little more. Just to make sure I am understanding this correctly, GKFF have given money to TCF, who are going to purchase items (not sure what) for the City? The City is not receiving any funds directly correct?

Rhys Williams | Grants Manager.

City of Tulsa - Finance - Grants Administration
175 E. 2nd St. Suite 480. Tulsa, OK 74103

T: 918-596-2604

F: 918-699-3523

E: rhyswilliams@cityoftulsa.org

<http://www.cityoftulsa.org>

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Office Hours: 7:30am - 4:30pm (Remote Monday/Thursday)

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From: Carrier, Sherri <sherricarrier@cityoftulsa.org>
Sent: Tuesday, August 26, 2025 7:15 PM
To: Basgall, Christy <CBASGALL@cityoftulsa.org>
Cc: McCarn, Ashleigh <amccarn@cityoftulsa.org>; Williams, Rhys <RHYSWILLIAMS@cityoftulsa.org>
Subject: Re: [External Mail] RE: TCF fund from GKFF / Invest North

This funding is for us but does not list us. We have to request what we want to purchase through GKFF / InvestNorth to be purchased by TCF.

So, do we just recognize the purchases and price as the donation? Usually, if we get products donated, we recognize them through the City process twice a year.

Same process?

Thank you!
Sherri Carrier | Director
City of Tulsa | Animal Services
3031 N. Erie Ave. Tulsa, OK 74115
T: (918)596-8007
M: (918)923-1422
E: sherricarrier@cityoftulsa.org

On Aug 26, 2025, at 6:19 PM, Basgall, Christy <CBASGALL@cityoftulsa.org> wrote:

Hi Sherri,

Sorry I didn't get back to you today. Ashleigh or Rhys might also be able to assist.

What is the question?

Thanks,
Christy

From: Carrier, Sherri <sherricarrier@cityoftulsa.org>
Sent: Tuesday, August 26, 2025 8:18 AM
To: Basgall, Christy <CBASGALL@cityoftulsa.org>
Subject: FW: [External Mail] RE: TCF fund from GKFF / Invest North

I need some clarification about how to accept donations from this grant. Are you available for a call today?

Thank you,
Sherri

From: Brandon Oldham <Brandon.Oldham@gkff.org>
Sent: Monday, August 25, 2025 9:51 AM
To: Carrier, Sherri <sherricarrier@cityoftulsa.org>
Subject: [External Mail] RE: TCF fund from GKFF / Invest North

See attached

From: Carrier, Sherri <sherricarrier@cityoftulsa.org>
Sent: Tuesday, August 5, 2025 4:16 PM
To: Brandon Oldham <Brandon.Oldham@gkff.org>
Subject: RE: TCF fund from GKFF / Invest North

Hey Brandon, can you send me a copy of the grant approval form?

From: Brandon Oldham <Brandon.Oldham@gkff.org>
Sent: Monday, July 28, 2025 3:48 PM
To: Carrier, Sherri <sherricarrier@cityoftulsa.org>; Jessica Sisemore <jsisemore@tulsacf.org>
Cc: Molloy, Mandy <MMOLLOY@cityoftulsa.org>; Jones, Colton <CJONES@cityoftulsa.org>
Subject: Re: TCF fund from GKFF / Invest North

Would the grant approval be okay?

BRANDON OLDHAM
PRONOUNS: HE / HIS / HIM

GEORGE KAISER FAMILY FOUNDATION
[918.392.1612](tel:918.392.1612) office
[918.853.1562](tel:918.853.1562) mobile
GKFF.ORG

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If you receive an email from me outside of standard work times, it is not because I am always on, nor do I expect an immediate response from you. It is because work flexibility is important to me. Evening and weekend emails are a sign that I prioritized personal obligations or left work a little early to have fun during the week. Cheers to you having or finding the balance that works for you too.

<GKFF InvestNorth Community Fund \$16,310 AUG 7 2025.pdf>