

## East WHB Oceanside Association

### DRAFT Funding Allocation Plan

#### Established August 2014

The Board recommended and the Membership voted to establish a funding allocation plan for the association. Based on current membership dues, beginning FY14, Membership voted to allocate \$500 per year, per Area, to be used for community improvements, as voted on by each Area. Unused funding may carry over for a maximum 2 years. The maximum amount accrued can be \$1,000 per Area.

*Example: If "Year 1" Funding is not used by "Year 3," "Year 1" funding goes back into the general fund.*

#### Guidelines:

- I. **PAID Association Member(s) fill out a "Funding Request Form"** found on our website, [www.eastwhitehorsebeach.org](http://www.eastwhitehorsebeach.org), and submit to Area Rep. Printed or Electronic submittal is accepted. If you do not have internet access, you can request a form from any Area Rep or Officer.
  - Funding Requests can be made by Paid Association Members in the Area only. *(i.e. Only Area 1 Paid Members can request Funding from Area 1)*
  - All Funding Requests must have the backing of at least 5 Paid Area Members to be considered.
  - Multiple funding requests for an Area can be submitted.
  - Funding can be requested for any dollar amount, up to the total amount available to the Area (maximum \$1,000).
  - Funding Requests can only be submitted between Memorial Day and the August Member Meeting (unless an emergency).
  - Emergency Requests will be considered on a case-by-case basis. *An example of an emergency request would be a dumpster request for storm damage/debris removal during the off-season.*
  - Only Paid Association Members in the Area can vote on requests.
  - All necessary paperwork (Receipts, invoices, order forms, etc.) is required prior to check being issued.
- II. **Area Rep** verifies request does not violate our charter or bylaws, and **notifies all Area Members** (both paid and unpaid) of the request. Electronic and/or USPS notification is allowed.
  - If applicable, Area Rep may request Board Approval prior to Area Member notification.
  - Request form and written explanation of work must be given to all members at least 48-hours prior to any Area Meeting regarding said request. Printed or Electronic documentation is accepted.
- III. **Area Rep schedules and holds Area Meeting** to discuss request(s), vote to approve/deny request, and if approved, vote on dollar amount to be allocated. The dollar amount awarded may be different than the dollar amount requested.

- In order to vote, an **Area Quorum must be met**. Area Quorum consists of at least 5 paid members from that Area be present at the meeting.
- If a Quorum is not met, the request can be discussed, but no vote can take place. A subsequent meeting can be scheduled, and a quorum must be met in order for voting to take place. Meeting notification must go out to all members with at least 48-hour notice.
- Only **Paid Association Members** of that area can vote on the request(s)
- Proxy votes are allowed, with proof (electronic or printed permission of proxy)
- Electronic voting is allowed, as applicable.
- Majority vote rules.

IV. **Requestor is responsible for providing all necessary paperwork (invoices, receipts, etc.) required for approved funding to be released.** Paperwork must be submitted to Treasurer, who will cut a check payable to the appropriate party.

- The Association holds no responsibility or liability for anything the Area funds have been used for. (Community/Deeded ROW boardwalks, staircases, etc.)