

Reporting Procedures for Grants
Given by Shaving Israel
Requirements of Beneficiary of Grant
&
Procedural Direction of Grant Making

Preamble

An organization connected with Shaving Israel must meet the highest standards for ethical behavior and integrity. Accountability for our donors' gifts is of utmost importance to Shaving Israel. Shaving Israel's mission is to educate US citizens about the need of the IDF for toiletries, personal items and food and purchase these items from Israeli suppliers for members of the Israel Defense Force who are in need or deprived of family support systems. With this in mind, organizations associated with Shaving Israel must also have this as a primary goal. In addition, organizations must be accountable to us for funds granted by Shaving Israel.

As set forward, these procedures are intended to fulfill the principle of accountability.

Procedures for accountability of Beneficiary

- ❖ A grant letter is written with instruction regarding:
 - a. How to restrict the grant
 - b. The purpose of the gift
 - c. From whom the gift is being given (Shaving Israel)
- ❖ Required reporting in order to hold the organization accountable
 - a. A statement accounting annually why (relieve poverty or distress) recipients received aid needs to be sent to Shaving Israel.
 - b. In the statement include the number and amounts given to individual members.
 - c. The beneficiary organization should be able to produce a list without identifying information, so as to protect confidentiality of amounts given to individual members.
 - d. This list also needs to include:
 - a. Manner of selection
 - b. Relationship (if any) to members, officers to Shaving Israel or its donors
 - c. Name (can be listed as soldier A)
 - d. Address (can be listed as Israel)

Procedures for Grant Maker (Shaving Israel)

- ❖ Shaving Israel will thoroughly investigate any organization it makes grants to determine:
 - a. Its alignment with Shaving Israel's mission
 - b. Its level of integrity and accountability
 - c. How it determines its charitable class
- ❖ A grant letter is written with instruction regarding:
 - a. The amount of the gift
 - b. How the transfer of money is to be accomplished
- ❖ Money is taken from excess funds by board resolution.
- ❖ All funds must still benefit the charitable class of members of the IDF.
- ❖ In no instance can a grant be made based on anticipated revenue.