



Missing In America Project

www.miap.us

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Resolution Number Five

If an unincorporated state applies for and receives money from a grant/donation, they are to send the funds received to the National MIAP office at, 500 Hidden Valley Rd, Grants Pass, OR 97527. Said funds will be deposited into a special National MIAP donation account for use by the state. Monies will be utilized for state and National expenses proportionately.

An incorporated state will be allowed to retain the sum of \$2500.00 from said grant money/donation in their state bank accounts. If an incorporated state receives a donation and it is over \$2500.00, the same restrictions outlined in the above paragraph will apply. If the grant or donation is restricted for in-state use (state specific), then they will be allowed to retain the full amount in a separate donation account to report by the conditions outlined in a specific grant.

All bank account funds must be reported quarterly to the MIAP National Financial Officer. All states will purchase and utilize Intuit Quick Books Pro or the full package for all financial reports and record keeping. (Purchased at Costco for \$174.00 or at Techsoup for \$99.00 under the national account)

This policy is to ensure that MIAP will have funds on hand to pay for insurance and other needs nationwide.

WHEREFORE, it is hereby resolved that:

1. MIAP incorporated states will send all funds in excess of \$2500.00, received from grants and/or donations, to the National MIAP office to be deposited into the National MIAP account.
2. If any incorporated state receives an in-state restricted grant or donation, it will retain the full amount but abide by the restrictions set forth in the state grant.

3. All MIAP state bank account funds must be reported quarterly to the MIAP National Financial Officer. All states will purchase and utilize Intuit Quick Books full package for all financial reports and record keeping.

4. All monies received by an unincorporated state will be sent to MIAP National at the address specified above.

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