


CITY COMMISSION POLICY

<p>GRAND RAPIDS</p>  <p>MICHIGAN</p>	<p>NUMBER: 200-05</p>	<p>HISTORY</p> <p>FILE # DATE</p>
	<p>DATE: April 27, 1976</p>	
	<p>FILE NUMBER: 30228</p>	
	<p>DEPARTMENT: ATTORNEY'S</p>	

SUBJECT: BINGO LICENSES FOR CIVIC ORGANIZATIONS

PURPOSE: To establish a procedure for recognition of local civic organizations for purposes of application for a bingo license from the State of Michigan pursuant to Act No. 382, Public Acts of 1972 as amended, being MCLA §432.103 et seq.

POLICY:

Background

The Bureau of State Lottery issues licenses to qualified organizations to conduct bingo games, millionaire parties, and raffles, pursuant to Act 382 of Public Acts 1972, being MCLA §432.101 et seq. Among the organizations which can qualify for a license are local civic organizations which are not organized for pecuniary profit and are not affiliated with a State or National organization and which meet certain other qualifying criteria. Among those criteria is that the organization be "recognized" as a bona fide local civic organization by formal resolution of the legislative body of the municipality in which the organization conducts the bulk of its activities. The purpose of such local recognition is to insure that the organization actually exists and actually conducts charitable or civic activities, which local officials are more likely to know than State personnel. However, final determination as to whether an organization is non-profit and otherwise qualified for a license is to be made by the Bureau of State Lottery and not the local legislative body. Thus, the City Commission merely has to find that, to the best of its knowledge, the organization really exists, appears to be non-profit, and conducts activities typical of charitable or civic organizations. An exhaustive review and analysis of the organization and its activities is not necessary and in fact would be merely duplicative of such review and analysis by the Bureau of State Lottery.

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The City Commission will consider granting "recognition" as a local civic organization pursuant to MCLA §432.103(9) to an organization which fulfills the requirements of this policy. However, the Commission is not obligated to grant such recognition and may refuse to grant it if it has doubts as to the bona fide existence of the organization, or as to the location, nature, or extent of the charitable or civic activities of the organization, or for other good cause.

Procedure

- I. Any organization requesting recognition first shall have made application to the Bureau of State Lottery for a license and have been advised by such Bureau that local recognition is needed.
- II. An officer or responsible representative of the organization shall request such recognition in writing. The request should briefly describe the history and composition of the organization, the nature of its charitable or civic activities, and he/she reason why it has applied to the Bureau of State Lottery for a license.
- III. The written request shall be addressed to the Mayor and City Commission of the City and submitted to the City Attorney's office with documentation acceptable to the City Attorney as to the non-profit status of the organization and the charitable or civic nature of the activities of the organization. Such documentation may include a copy of the Articles of Incorporation, a letter from the Internal Revenue Service or the Michigan Department of Treasury as to the non-profit nature of the organization, annual reports, previously printed brochures describing the organization and its activities, or other suitable documentation reasonably requested by the City Attorney to enable that office to make a preliminary finding that the organization is a bona fide local organization, that it is probably non-profit in nature, that its activities appear to be charitable or civic in nature, and that it most likely conducts the bulk of its activities within the city limits of Grand Rapids regardless of whether or not its address is located within the City of Grand Rapids.
- IV. If the City Attorney has sufficient documentation in order to make the foregoing preliminary findings, that office shall prepare a brief cover memorandum for including the request on the City Commission agenda and shall attach a copy of the written request along with a resolution in substantially the form attached to this policy.
- V. The day after the City Commission has acted on the request, the requesting organization may obtain a certified copy of the resolution from the City Clerk for submission to the Bureau of State Lottery. The requesting organization shall be responsible for submitting the resolution to the Bureau of State Lottery.

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- VI. If the City Attorney is unable to make the preliminary findings stated above and the requesting organization insists upon City Commission action upon its request, the City Attorney shall prepare a brief cover memorandum for inclusion on the City Commission agenda explaining why that office cannot reach those preliminary findings and shall submit such memorandum to the City Commission along with the written request from the organization and the resolution in substantially the attached form.