

Southern Illinois Prescribed Burn Association (SIPBA)

Policy for Access to Prescribed Burn Coordination for Non-Members under Financial Hardship

Approved By: Administrative Board of Directors

Effective Date: 2025 May 15

To be reviewed annually or as needed.

1. Purpose

This policy outlines the circumstances under which SIPBA, a member-based non-profit charitable organization, may extend prescribed burning coordination services to individuals who are not current members, but are experiencing financial hardship or other qualifying circumstances.

2. Background

SIPBA primarily provides coordination of prescribed burn activities to its members. However, in keeping with its mission to promote ecological stewardship, community safety, and equitable access to fire management resources, the organization may extend coordination services to non-members who demonstrate financial need or other extenuating circumstances.

3. Policy Statement

Non-members may be eligible to receive prescribed burn coordination services from SIPBA under the following conditions:

- **Financial Need:** The individual (entity) must provide evidence of financial hardship, typically demonstrated through documentation such as:
 - o A copy of the most recent federal tax return showing an annual income of \$35,000 or less, or
 - o Participation in a government assistance program (e.g., SNAP, Medicaid, SSI), or
 - o Other documentation deemed acceptable by the Board of Directors.

- **Board Discretion:** Individuals who do not meet the income threshold may still be considered for non-member prescribed burn coordination services if a majority vote of the Board of Directors deems that extenuating circumstances warrant such consideration. These circumstances may include, but are not limited to:
 - o Medical hardship
 - o Temporary unemployment
 - o Natural disasters or emergency conditions
 - o Critical ecological or safety concerns on the requester's property

4. Application Process

1. **Request Submission:** The individual must submit a written request explaining the need for the prescribed burn, including any relevant supporting documentation of financial hardship or other circumstances.

2. Review and Approval: Requests will be reviewed by the Board of Directors at the next scheduled Board meeting. The Board may request additional documentation or information before making a determination.

3. Notification: The individual will be notified in writing (email) of the Board's decision within 10 business days of the meeting at which the request was reviewed.

5. Limitations and Conditions

- Approval under this policy does not confer membership status or voting rights within the organization.
- Approved non-member burn coordination is subject to the availability of resources and scheduling, and may be reprioritized based on organizational capacity.
- All prescribed burns coordination conducted under this policy will adhere to the same safety, environmental, and legal standards as for members.

6. Confidentiality

All information submitted as part of a hardship request will be kept confidential and will only be reviewed by the board or designated representatives involved in the decision-making process.

7. Policy Review

This policy shall be reviewed annually by the SIPBA Administrative Board of Directors and revised as necessary to remain consistent with the organization's mission and legal obligations.

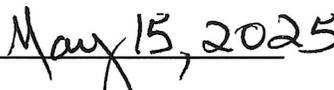
I, Marie Emery, the duly elected and acting Secretary of Southern Illinois Prescribed Burn Association, an Illinois corporation (the "Corporation"), hereby certify that the following is a true and correct copy of a resolution duly adopted by the Board of Directors of the Corporation at a meeting held on May 15, 2025, at which a quorum was present and acting throughout, and that such resolution has not been amended, modified, or rescinded and remains in full force and effect.



Marie Emery, Secretary



John Hemphill, President



Date



Date