



REPORT TO

REGULAR BOARD

POLICY F.F.02 DONATION AND SPONSORSHIP

The Lord is near to all who call upon Him.

- Psalm:145:18

Drafted

January 30, 2024

Meeting Date

February 15, 2024

D. Bilenduke Controller, Financial Accounting and Compliance

S. Coray, Partnership Development Department

S. Vlahos, Communications, Policy, Government Relations and Strategy

RECOMMENDATION REPORT

Vision: *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne
Director of Education

Adrian Della Mora
Associate Director of Academic Affairs and Chief Operating Officer

Derek Boyce
Associate Director of Corporate Services and Chief Commercial Officer

Ryan Putnam
Chief Financial Officer and Treasurer

A. EXECUTIVE SUMMARY

The Donation and Sponsorship Policy F.F.02 was last updated in 2017. It is recommended that donations and sponsorships be standalone policies to clearly distinguish between circumstances where a charitable tax receipt is provided. The revised donations policy and sponsorship policy are attached as Appendix A and B.

The cumulative staff time required to prepare this report was 11 hours.

B. PURPOSE

1. Donations, generally, will qualify for a charitable receipt and must be given in accordance with CRA guidelines. Sponsorships do not fall under the charitable receipts umbrella. They typically require something in return in the form of recognition.

C. BACKGROUND

1. All entities under the TCDSB umbrella who wish to take advantage of the Board's charitable number must maintain strict standards and not jeopardize our standing with the Canada Revenue Agency (CRA).
2. Policy was reviewed at GAP on February 6, 2024 and one revision was made to the Donation Policy.

D. EVIDENCE/RESEARCH/ANALYSIS

1. The Donation Policy regulations must always align with CRA regulations.
2. An increasing number of individuals are choosing to make donations in lieu of fundraising and corporate sponsorships are increasingly being considered/pursued by the Board.
3. A clear distinction between donations which warrant charitable tax receipt(s) and sponsorships which do not warrant charitable tax receipt(s).

E. METRICS AND ACCOUNTABILITY

1. The applicable metrics are included in each policy.

F. STAFF RECOMMENDATION

That the Governance and Policy Committee recommend to Board that the revised standalone Donation Policy and standalone Sponsorship Policy provided in Appendix A and B of the report be approved.