

Join us on February 23 for two new Fundraising Guidance and Receipting Workshops in Ottawa!



RA Centre – Courtside B Room
2451 Riverside Dr
Ottawa, ON K1H 7X7

Understanding CRA's Fundraising Guidance and More (9:00 a.m. – 12:00 p.m.) - \$25

In June 2009, Canada Revenue Agency released new guidelines regarding fundraising. Charity lawyer Mark Blumberg will review the Fundraising Guidance as well as explore key compliance and standards issues. By the end of this workshop you will learn:

- CRA's rules on appropriate allocation of fundraising expenses and new transparency, accountability and disclosure requirements that have been introduced for Canadian charities;
- about fundraising ratios and how they may affect your choice of fundraising methods;
- the consequences of inappropriate fundraising including director and officer liability;
- the other 10 top legal compliance issues registered charities need to understand.

The Dos and Don'ts of Charitable Receipting (1:00 p.m. – 4:30 p.m.) - \$25

Did you know that 89% of registered charities were found to be improperly issuing official donation receipts when audited by CRA? Join Mark Blumberg as he discusses charitable receipting and how to make sure that your charitable status is not jeopardized. Following the session, you will be able to answer these questions and many more:

- when is your charity allowed to issue official donation receipts and for how much?
- what is split receipting and how does it affect your galas, golf tournaments and other fundraisers?
- what are the top receipting mistakes and abuses and how do you avoid them?

Who should attend these workshops?

- CEOs, directors, staff, and volunteers of Canadian registered charities that are involved with either fundraising, issuing donation receipts or governance

How to register:

- See attached registration form for details on how to register online, by fax, by phone or by mail



Capacity Builders is a charitable organization that provides a wide-range of training and development resources for not-for-profit and charitable organizations. The Charity Law Information Program (CLIP) is a project of Capacity Builders, funded by the Canada Revenue Agency. You can learn more about the CLIP project, and all our other products and services, at <http://www.capacitybuilders.ca/clip>.

About the trainer: Mark Blumberg is a partner of the law firm Blumberg Segal LLP in Toronto and works primarily in the areas of non-profit and charity law. He is the editor of www.canadiancharitylaw.ca – a Canadian charity law website and www.globalphilanthropy.ca – a Canadian website dedicated to legal and ethical issues for Canadian charities operating abroad.

Project funding provided by:





Charity
Law
Information
Program

Fundraising and Receipting Compliance Issues for Canadian Registered Charities Registration Form

February 23, 2011 – RA Centre, Ottawa

Pre-registration for this workshop is required. You may register online, by fax or phone. Fees may be paid by VISA, MasterCard, or cheque. Please note: we require payment before processing your registration. Once registered, you will receive an e-mail confirmation of your registration.

Online: https://www.ocs-eservices.ca/ocsameetings/Meeting_Register_RegistrationType.aspx?MTG=1801
Phone: 1-877-484-3030
Fax: (416) 256-3021

I am registering for (please check ✓):

☐	Understanding CRA's Fundraising Guidance and More	9:00 a.m. to 12:00 p.m.	\$25
☐	The Dos and Don'ts of Charitable Receipting	1:00 p.m. to 4:30 p.m.	\$25
☐	Both Workshops including the Networking Lunch	9:00 a.m. to 4:30 p.m.	\$40

Name:	
Title/Position:	
Organization:	
Address:	
Town/City:	Postal Code:
Phone:	Fax:
E-Mail:	

Please list any dietary restrictions if you are staying for lunch:

Payment Information:

I would like to charge \$_____ to my ☐ VISA ☐ MasterCard
Card Number: _____ Expiry Date: _____
Name on Card: _____ Signature: _____
A cheque in the amount of \$_____ is enclosed.

Make cheques payable to Capacity Builders; mail to Charity Law Information Program, 104 – 970 Lawrence Ave. West, Toronto, ON M6A 3B6
Please note: credit card charges will be from the Ontario Community Support Association (OCSA)

Cancellation Policy: If you register and are unable to attend, you are welcome to substitute someone else from your organization at any time. No refunds will be issued if you cannot attend the workshop. Dates and locations may be subject to change should circumstances arise beyond our control. All efforts will be made to notify you as soon as possible in this event.

Contact Information: Charity Law Information Program
104-970 Lawrence Avenue West, Toronto, ON M6A 3B6
1-877-484-3030 clip@capacitybuilders.ca

We apologize if you received more than one copy of this message.