

# Northumberland County Donation Policy

Corporate Support Committee meeting: Mar 4, 2025

County Council meeting: Mar 19, 2025

A large decorative graphic at the bottom of the slide consisting of two thick, wavy lines. The top line is blue and the bottom line is green, both curving upwards from left to right.

## Consultations

- Reviewed 30 upper-tier municipalities' donation webpages and related policies (as available online).
- Reviewed additional policy details from the City of Toronto, City of Kingston, Town of Cobourg, and Sioux Lookout.
- Reviewed local hospital and hospice donation policies/webpages.
- Reviewed Northumberland County's existing donation/volunteer webpages.

# Donation Policy

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## Purpose of the Donation Policy

- Establish clear guidelines for evaluating and **accepting donations**.
- Ensure compliance with federal and provincial laws, and County policies.
- Maintain transparency, fairness, and accountability in donation processes.

## What is a Donation?

A donation is a gift of money, land, or items given to the County to help with services, projects, or programs. Donations should always be given freely, without expecting anything in return.

# Donation Policy

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## Objectives

- Ensure donations are independent of County decision-making processes.
- Provide a clear acceptance and recognition process.
- Delegate authority for efficient management of donations.

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## Scope

-  Applies to:
  - Donations made **directly to the County**.
-  Does Not Apply to:
  - Donation of archival materials and artifacts (see NCAM Program Policy).
  - Municipal Service Corporations (encouraged to develop their own donation policies).

# Donation Policy

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## **Donation Eligibility Criteria (Section 3, pg. 6-7)**

- Donations should support County programs / services that help the community.
- If a donation is too expensive to maintain, the County may not accept it.
- The County will not accept donations from people / groups that might harm its reputation.
- Donations will not be accepted from individuals or organizations currently in litigation against the County.

## **Authority to Accept & Spend Donations (Section 3, pg. 7-8)**

- A Director can accept a donation **without extra approvals** if:
  - It's **\$50,000 or less** (from one donor in 12 months).
  - It's **not land**.
  - It **doesn't involve sponsorship**.




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## **Authority to Accept & Spend Donations continued... (Section 3, pg. 7-8)**

- If the donation is **over \$50,000**, County Council must approve it.
- Large donations (\$50,000+) must be made by **cheque or Electronic Funds Transfer** (not online).

# Donation Policy



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## Donate and Volunteer

Discover opportunities to make a difference through donations or volunteer service with programs and initiatives across Northumberland, including the [Northumberland County Archives and Museum](#), [Food 4 All Warehouse](#), [Golden Plough Lodge Long-Term Care Home](#), and more.

### Donate

Explore ways to give that will improve quality of life in Northumberland.

[Visit our Donation webpage](#)

### Volunteer

Share your time and expertise. We would love for you to join us in our mission.

[Visit our Volunteer webpage](#)

### Contact Us

Communications  
Northumberland County Headquarters  
555 Courthouse Road  
Cobourg, ON K9A 5J6

T. 905-372-3329 ext. 2335  
Toll Free: 1-800-354-7050 ext. 2335

[Email Communications](#)

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## Where to Give

- Provide support for Newcomers to Canada
- Area of Greatest Need
- Business Entrepreneurship Centre Northumberland
- Food 4 All
- Golden Plough Lodge
- Northumberland Community Paramedicine
- Northumberland County Archives & Museum
- Northumberland County Defibrillator Program
- Northumberland County Forest
- Ontario Agri-Food Venture Centre

## Where to Volunteer

- Business Entrepreneurship Centre Northumberland
- Food 4 All
- Golden Plough Lodge
- Northumberland County Archives & Museum
- Northumberland County Forest
- Northumberland County Settlement Services

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## Next Steps

- Seek Council adoption of Donation Policy
  - Corporate Support Committee meeting: Mar 4, 2025
  - Northumberland County Council meeting: Mar 19, 2025
- Updated Donation & Volunteer Webpages will go live once the Donation Policy is adopted.
- Share the new Donation Policy with designated staff for their information/use.

