

# Northumberland County Donation Policy

Corporate Support Committee meeting: Mar 4, 2025 County Council meeting: Mar 19, 2025



## Consultations

- Reviewed 30 upper-tier municipalities' donation webpages and related polices (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.



## **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.



## Objectives

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



## 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 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)

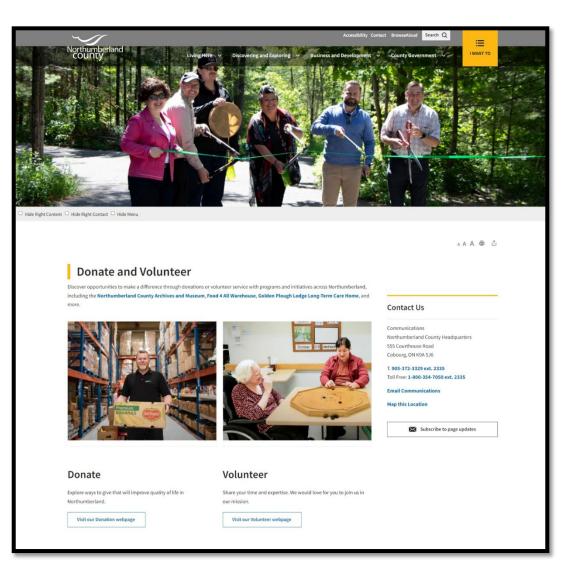
- A Director can accept a donation **without extra approvals** if:
  - It's **\$50,000 or less** (from one donor in 12 months).
  - It's not land.
  - It doesn't involve sponsorship.



# 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).







#### 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



## **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.



