

## To: Registered Charities and Non-Profits



### **Atlantic Charities Initiative {ACI} Training Opportunity**

**\*Obligations of Registered Charities Training Session**

**\*Fundraising and Receipting for Gifts Training Session**

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**Date: Wednesday, May 10, 2017**

**Time: 1:00 pm to 4:30 pm**

**Location: Community Peace Centre – 22 Church Street, Moncton, NB  
United Way Board Room – Suite T220, 2<sup>nd</sup> Floor.**

**· Both training sessions are free to attend; however, a \$10.00 registration fee is required to be paid upon arrival.**

### **DESCRIPTION OF TRAINING SESSIONS**

The Atlantic Charities Initiative (ACI) supports and strengthens the charitable sector in Atlantic Canada.

ACI's primary objective is to build greater awareness among registered charities of Canada Revenue Agency (CRA) policy through free information sessions titled Charity Fundamentals and is comprised of two presentations:

**\*Obligations of Registered Charities Training Session {Time: 1:00 pm to 2:30 pm}**

The focus of this presentation is to highlight the responsibilities that accompany registered status such as devotion of resources to charitable purposes and activities, the filing of the T3010 Annual Information Return, and maintaining adequate books. It also highlights fee-based charitable programs and allowable business activities.

**\*Fundraising and Receipting for Gifts {Time: 2:45 pm to 4:30 pm}**

Topics covered in this presentation include Canada Revenue Agency's Guidance on Fundraising, the reporting of fundraising revenue and expenses, and fundraising best practices. Topics related to receipting include determining what is a gift, required information for receipts, establishing fair market value of in-kind donations, receipting for gifts of service, and receipting best practices.

**To confirm attendance or for more information please contact  
David Oyler at (902) 476-4755 or email: [david@oylerconsulting.ca](mailto:david@oylerconsulting.ca)**

***For more information on ACI please visit  
[www.oylerconsulting.ca/AtlanticCharitiesInitiative.html](http://www.oylerconsulting.ca/AtlanticCharitiesInitiative.html)***