

Please visit www.charitycentral.ca/site/node/563 for access to the projects listed below.

Actions interculturelles de développement et d'éducation (AIDE) inc.

Project Description	The purpose of this project was to develop information sessions and workshops to educate organizations who plan to apply for registration as registered charities on the advantages and requirements of this registered
Educational Focus	Requirements and obligations of charitable registration and alternatives to registration;
Reach	National (English and French)
Status	Completed March 2010
Resources	
Website	www.aide.org/aide/

Canadian Association for the Deaf

Project Title	<i>Compliance in the Disability Charity Sector</i>
Project Description	The Canadian Association of the Deaf (CAD) is leading a new initiative designed to help disability-sector organizations meet tax requirements more effectively. Their project, called Compliance in the Disability Charity Sector, operated from December 1, 2007 to March 31, 2010. The goal of the project was to contact more than one hundred existing or aspiring charities across Canada and provide them with tools and presentations to help them work through tax and compliance issues. The project was created to serve charities that serve the needs of persons with disabilities.
Educational Focus	Fundraising, receipting, and maintaining books and records
Reach	National (French)
Status	Completed March 2010
Resources	Short audio/visual presentations (includes simultaneous sign language presentation) on accounting practices, directors and officers, gifts and donations, board governance, and risk management
Website	www.cad.ca/en/projects/cra/

Canadian Council for International Co-operation (CCIC)

Project Title	<i>Charity Law Education Project</i>
Project Description	The Charity Law Education Project was developed in the context of a two-year agreement implemented by the Canadian Council for International Co-operation (CCIC) with financial support from the Canada Revenue Agency (CRA). The goal of the project was to assist Canadian international development charities with overseas activities, by enhancing their capacity to increase compliance with <i>Income Tax Act</i> requirements.
Educational Focus	Foreign activities
Reach	National (English and French)
Status	Completed March 2010
Resources	Guidebook and video - "Working Overseas: A Review of Canadian Regulations and Rules Relating to Foreign Activities"; online course "Rules for Charities Working Overseas";
Website	www.ccic.ca/what_we_do/charity_law_e.php

CentrePoint Non-Profit Management

Project Title	<i>Starting a Canadian Charity</i>
Project Description	CentrePoint, with a financial contribution from the Canada Revenue Agency, developed a comprehensive online guide for those considering pursuing charitable status within Canada.
Educational Focus	Requirements and obligations of charitable registration and alternatives to registration
Reach	National (English and French)
Status	Completed March 2010
Resources	Animated e-learning modules; step-by-step annotated guide to the T2050 form
Website	http://newcharity.thecentrepoint.ca/Pages/NewCharity.aspx

The Charities File

- 1. Project Title** *Training and Resources to Complete the T3010B*

Project Description A joint project of the Canadian Federation of Voluntary Sector Networks and the Centre for Voluntary Sector Research and Development, The Charities File was designed to build the capacity of charitable organizations across Canada, by:

 - Increasing awareness among charities about annual compliance requirements of the Government of Canada;
 - Providing training on how to complete and submit accurate information returns, on time;
 - Developing and posting learning resources on charitable return.

Educational Focus Compliance for small and rural charities

Reach National (English and French)

Status Completed March 2010

Resources Online resources and learning modules designed to assist charities in completing their T3010 Form

Website <http://thecharitiesfile.ca/>

- 2. Project Title** *The Charities File: On Board*

Project Description

Educational Focus Compliance for small and rural charities

Reach National (English and French)

Status Completed March 2010

Resources Treasurer's Chest - templates and resources for the treasurer and finance committee; Fundraiser's receipt Book- Tips and tools on making it easier for your board to report to CRA; Organizational Shoe Box; Agenda Gems - Collection of tips and tools for Board Presidents and the ED

Website <http://thecharitiesfile.ca/>

3. Project Title	<i>The Charities File: Fundraising, Learning by Example</i>
Project Description	A joint project of Carleton University's Centre for Voluntary Sector Research and Development and the Community Sector Council of Newfoundland and Labrador. The goal of this project is to increase awareness and capacity for compliant fundraising practices among paid employee, volunteers, and allied professionals, working with Canadian charities.
Educational Focus	Fundraising practices
Reach	National (English and French)
Status	Under development. Completion March 2011
Resources	Powerpoint presentation providing an overview of the fundraising guidance with supporting notes and examples; an annotated Guidance on Fundraising by Registered Charities; 7 "real world" fundraising scenarios with quiz or exercise, plain language glossary of fundraising terms, a fundraising activity planning cycle logic model, a receipting decision tree.
Website	http://thecharitiesfile.ca/

Community Futures South Fraser

Project Title	<i>Building Workshops for (Western) Charities</i>
Project Description	The purpose of this project was to raise awareness of Western Canadian small and rural charities of their obligations under the <i>Income Tax Act</i> and to increase their capacity in meeting regulatory compliance requirements. The project included 20 in-person workshops to small and rural charities across Western Canada. Topics covered included: good governance of charities, financial records and reporting, and fundraising and enterprise, those charities located in rural and smaller communities were specially targeted via videoconferencing.
Educational Focus	Compliance for small and rural charities
Reach	Western Canada (English)
Status	Completed March 2010
Resources	In 2009 and early 2010, the BC Centre for Social Enterprise (www.centreforsocialenterprise.com/index.html) offered free, interactive sessions that demystified the language of the Canada Revenue Agency (CRA), for small and rural charities. Topics covered

included financial areas such as proper receipting, managing books and records, GST/HST for charities, the new T3010B information return, and more. Good governance principles and approaches were another focus, which is extremely important for Board members. The sessions also offered advice on allowable fundraising activities, and social enterprise.

Website www.centreforsocialenterprise.com/index.html

Community Services Council Newfoundland and Labrador / Atlantic Charities Learning Exchange (ACLE)

1. Project Description The Atlantic Charities Learning Exchange was the lead for the project, partnering with Community Links, NS, Centre de Benevolat de la Peninsule Acadienne Inc., NB, volunteer Centre of Southeastern New Brunswick, and Voluntary Resource Centre, PEI. ACLE established a learning community to exchange resources and support mentoring for small and rural charities in the four Atlantic provinces. Compliance needs of small and rural charities were assessed and reflected in telelearning sessions. An inventory of mentors was developed and promoted.

Educational Focus Compliance for small and rural charities

Reach Atlantic Canada (English)

Status Completed March 2010

Resources Connect with a Mentor

Website www.atlanticcharities.ca

2. Project Title *Compliant Fundraising Practices*

Project Description The goals of this project are to: increase awareness among Atlantic charities of CRA's fundraising guidelines and the fundraising ratio; develop practical tools to assist Atlantic charities in determining their own fundraising ratio and in completing the fundraising expenditure and revenue sections of the T3010B; increase knowledge among Atlantic charities of resources available to help them in completing the T3010B, particularly those developed to help with compliance around

	fundraising guidelines.
Educational Focus	Fundraising practices
Reach	Atlantic Canada (English)
Status	Under development. Completion March 2011
Resources	Plain language backgrounder on fundraising ratios; curriculums for the Charities Help Clinics; online tool for charities to use to track fundraising costs / revenues; bilingual self-assessment tool
Website	www.atlanticcharities.ca

Éducaloi

- 1. Project Description** The project developed legal information capsules and a toolbox to help organizations to improve their level of knowledge of the requirements and obligations related to this special status, as well as alternatives to registration, before they make an application to register as a charity.

Educational Focus	Requirements and obligations of charitable registration and alternatives to registration
Reach	National (French)
Status	Completed March 2010
Resources	Checklists, info sheets, quizzes, glossary
Website	www.educaloi.qc.ca/en/loi/charities

- 2. Project Description** To develop an online project which will provide access to products which will include videos, webinars and information capsules related to accountability and transparency for registered charities

Educational Focus	Accountability and transparency in the charitable sector
Reach	National (English and French)
Status	Under development. Completion March 2011
Resources	videos; webinars; information sheets;
Website	www.educaloi.qc.ca/en/loi/charities

Imagine Canada

- 1. Project Title** *Charity Tax Tools*

Project Description Charity Tax Tools is a free comprehensive information website with easy-to-understand content developed by Imagine Canada. The website provides Canadian charities with timely information and tools to ensure they have the resources to meet Canada Revenue Agency (CRA) requirements. The website is most advantageous for small and medium-sized charities, as well as the many legal and accounting advisers/practitioners who do not specialize in the sector, but nevertheless support charities. The overall goal of the Charity Tax Tools website is to provide support to Canadian charities in the areas of receipting fundraising activities, maintaining books and records and reporting to the CRA.

Educational Focus Fundraising, receipting, and maintaining books and records

Reach National (English and French)

Status Completed March 2010

Resources

Website <http://charitytax.imaginecanada.ca/>

- 2. Project Title** *To be a charity or not?*

Project Description The purpose of this project was to educate potential charitable registrants, through a variety of delivery channels, on the obligations of charitable status and the alternatives to charitable registration.

Educational Focus Requirements and obligations of charitable registration and alternatives to registration

Reach National (English and French)

Status Completed March 2010

Resources website

Website <http://charitytax.imaginecanada.ca/>

- 3. Project Description** The project will develop a portal to assist charities to improve on the transparency of their financial information (T3010B) and activities and support efforts by registered charities to provide greater accountability
- Educational Focus** Accountability and transparency in the charitable sector
- Reach** National (English and French)
- Status** Completion March 2011
- Resources**
- Website** <http://charitytax.imaginecanada.ca/>

Legal Information Society of Nova Scotia (LISNS)

- 1. Project Title** *The Form T3010, Registered Charity Return: "Everything you always wanted to know, but were afraid to ask"*
- Project Description** The Legal Information Society of Nova Scotia (LISNS) introduced an annotated version of the CRA's Information Return (T3010A-05 and associated forms) for Registered Charities in Canada. This annotated return was developed to aid organizations in successfully fulfilling its obligation under the *Income Tax Act* to file an information return each year, no later than six month after the end of your fiscal period.
- Educational Focus** Compliance for small and rural charities
- Reach** National (English and French)
- Status** Completed March 2009
- Resources**
- Website** www.legalinfo.org/legal-information/legal-information-content/annotated-t3010b-charity-return.html
- 2. Project Title** *To Be or Not to Be a Charity: The Decision Tree*
- Project Description** The purpose of this project was to create a decision tree for organizations considering charitable registration to allow them to determine:
- whether their application is likely to be approved;

- whether registration would truly be of benefit to them; and
- the real consequences of being granted status.

Educational Focus	Requirements and obligations of charitable registration and alternatives to registration
Reach	National (English and French)
Status	Completed March 2010
Resources	Online Interactive decision tree;
Website	www.charitydecisiontree.legalinfo.org/

Legal Resource Centre of Alberta / Charity Central

- 1. Project Title** *Enhancing Voluntary Compliance: Fundraising, Receipting and Books and Records*

Project Description The goal of this project was to enhance the voluntary compliance of registered charities in meeting the requirements of fundraising, issuing receipts for donations, and maintaining books and records

Educational Focus Fundraising, receipting, and maintaining books and records

Reach National (English and French)

Resources Annotated bibliography, website, tipsheets, fast facts, podcasts, articles, learning modules, FAQs

Status Completed March 2010

Website www.charitycentral.ca

- 2. Project Title** *Office in a Box*

Project Description The purpose of this project was to help small and rural charities meet their unique challenges by developing resources to raise awareness and capacity regarding their obligations under the *Income Tax Act* and to foster collaboration among charities.

Educational Focus Compliance for small and rural charities

Reach Alberta, Saskatchewan and Manitoba (English and French)

Resources Office in a Box:

- A resource to assist small and rural charities in improving voluntary compliance with the Canada Revenue Agency's (CRA) requirements
- A system to help organize and archive an organization's important information
- A source of information and a tool to educate members of boards

Status Completed March 2010
Website <http://charitycentral.ca/office/all>

3. Project Title *Road to Accountability*
Project Description The goal of this project is to assist small and mid-sized charities to assess and improve their state of transparency and accountability.
Educational Focus Accountability and transparency in the charitable sector
Reach National (English and French)
Status Under development. Completion March 2011
Resources Online annotated bibliography; plain language resource kit on accountability and transparency with self-diagnostic pack; Road to Accountability Handbook; tipsheets and online learning module
Website www.charitycentral.ca

Mount Royal College, Institute for Nonprofit Studies (Calgary, AB)

Project Title *Small and Rural Charities: Online Compliance Support*
Project Description The Charity Filing Guide is designed to help small and rural Canadian charities complete the Registered Charity Information Return. The information on this website helps you understand CRA's requirements, develop processes to make completing the forms easier, and gives you a chance to practice using working copies of the forms that provide plain language explanations.
Educational Focus Compliance for small and rural charities

Reach	Western Canada and Central Canada (English);
Status	Completed March 2010
Resources	Working copies of the T3010 form with plain language explanations are provided; interactive T3010B forms; glossary; handouts
Website	www.charityfilingguide.ca/en/index.html

Ontario Community Support Association / Capacity Builders / Charity Law Information Program (CLIP)

- 1. Project Description** The project's goal was to help Canadian charities become more aware of their legal obligations under the *Income Tax Act* and to increase compliance with those requirements. CLIP provides plain-language resources, tools and practical training so a registered charity can quickly get the information it needs to ensure it is meeting legal obligations. Special emphasis will be placed on supporting small and rural charities.

Educational Focus	Compliance for small and rural charities
Reach	National (French and English)
Status	Completed March 2010
Resources	
Website	www.capacitybuilders.ca/clip/clip.php

- 2. Project Description** Educating both donors and registered charities on how to avoid tax shelter donation schemes and false receipting. The project will also educate charities on compliant fundraising practices.

Educational Focus	Gifting to qualified donees and avoiding involvement in terrorism
Reach	National (French and English)
Status	Under development. Completion March 2011
Resources	Series of face to face workshops and online resources
Website	www.capacitybuilders.ca/clip/clip.php

Public Legal Education and Information Service of New Brunswick (PLEIS-NS)

Project Title	<i>Welcome Aboard - Resources for Board Members, Staff and Volunteers in the Charities Sector</i>
Project Description	<p>PLEIS-NB has developed a number of bilingual resources to help individuals better understand the roles and responsibilities of board members, executive directors and volunteers. The resources contain information on:</p> <ul style="list-style-type: none"> • the challenges of small and rural organizations with regards to compliance; • the role of board members and officers, responsibilities and liabilities in plain language; • the importance of board education and training and creating a corporate memory; • direct individuals to resources available to help the charities sector
Educational Focus	Compliance for small and rural charities
Reach	Online (English and French)
Status	Completed March 2010
Resources	Bilingual pamphlets; video; information sheets; handbook
Website	www.legal-info-legale.nb.ca/en/charities

Public Legal Education Association of Saskatchewan (PLEA)

Project Description	<p>PLEA has developed a plain language guide to be used by community organizations considering applying for status as a registered charity. The guide explains the annual reporting requirements of registered charities under the <i>Income Tax Act</i>. Particular emphasis is paid to the requirements for financial reporting. The guide also includes information on the general legal context of charitable registration, basic information about how organizations can build their capacity to meet these requirements and alternatives to registration as a charity.</p>
Educational Focus	Requirements and obligations of charitable registration and alternatives to registration
Reach	National (English)

Status Completed March 2010
Resources Guidebook (electronic and print)
Website www.plea.org/legal_resources/?a=472&searchTxt=&cat=28&pcat=4

Université du Québec à Montréal

- 1. Project Description** The project aims to identify and provide information resources and expertise on alternatives to registration. It also aims to establish a community network and expertise locator for organizations and a database of alternative organizations.

Educational Focus Access to resources for small and rural charities and requirements and obligations of charitable registration and alternatives to registration

Reach National (English and French)

Status Completed March 2010

Resources

Website www.en.phil.uqam.ca/wordpress-mu/
- 2. Project Description** To develop a software tool so registered charities can self assess their level of compliance related to fundraising, transparency and good management.

Educational Focus Fundraising practices

Reach National (English and French)

Status Under development. Completion March 2011

Resources

Website www.en.phil.uqam.ca/wordpress-mu/