



OTTAWA ROWING CLUB

POLICY ON DONATIONS

1.0 Preamble

Whereas the Ottawa Rowing Club (ORC) has promoted rowing for over 150 years and, as a competitive club, has strived to make rowing accessible to rowers of all ages and abilities the ORC continues to grow its membership placing strains on its equipment and space;

Whereas the ORC will mark its rich history 150 anniversary by reconnecting with its alumni and corporate sponsors, and through special projects;

And whereas accepting donations of money, equipment or services in-kind is not prohibited by the bylaws;

Donations will be accepted in accordance with the policy below.

2.0 Donations of Rowing Equipment

1. Where the donation is a boat or other piece of rowing equipment, the acceptance of the donation must be voted on by the ORC Board.
2. The donor(s) must support the aims of the ORC.
3. The donor(s) must be identified to the ORC Board even if the donor(s) wish the donation to remain anonymous from the ORC membership.
4. The ORC retains all rights of ownership for all donations of rowing equipment for the purpose of insurance, maintenance, storage, retrofitting, allocation, upgrades, and sale or disposal.
5. Where rowing equipment is directed by the donor(s) to a specific program, the program identified will have priority use of the equipment during the club-scheduled time for the program's operations.
6. The use of the rowing equipment will not be exclusive to any program.
7. The use of the rowing equipment will be consistent with the ORC use policies (eg. seasonal, ability, etc.)
8. The donor(s) will have naming rights upon the donation of a boat, provided that the ORC Board approves the submitted boat name.
9. The donor(s) of rowing equipment may have their name / corporate logo on the donated equipment provided the labels do not contravene FISA or RCA rules governing such labels.

3.0 Financial Donations

1. The donor(s) must support the aims of the ORC.
2. The donor(s) must be identified to the ORC Board even if the donor(s) wish the donation to remain anonymous from the ORC membership.
3. Directed financial donations:
 - a. A financial donation may be directed by the donor(s) to a program and/or capital purchase and/or award and/or project.
 - b. A directed financial donation must be determined by the ORC Board to consistently fit with an existing or planned program, capital purchase, award or project.
 - c. A directed donation accepted by the ORC will be segregated from general revenues and held in a financial vehicle to preserve capital.
 - d. The timing of the use of the donation is solely at the discretion of the ORC Board which will strive to be fiscally responsible and maximize the impact of the donation.
4. Undirected financial donations:



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- a. A financial donation not directed by the donor(s) will go into general revenue.

4.0 Other Donations

1. The ORC Board will vote upon accepting donations of other materials, equipment, supplies or services in-kind (eg. vehicles, lumber, computer services).
2. The donor(s) must support the aims of the ORC.
3. The donor(s) must be identified to the ORC Board even if the donor(s) wish to remain anonymous from the ORC membership.
4. The donation must support a planned or existing program or project.
5. The ORC retains ownership of all donations with regard to insurance, storage, maintenance, retrofitting, and sale or disposal.
6. The donor(s) may have their names / corporate logo on the donated item.
7. Donations of services in-kind are not intended to displace ORC employees.

5.0 Recognition of Donor(s)

1. The ORC Board will respect the right of donor(s) to remain anonymous from the ORC membership.
2. Donor(s) not requesting anonymity will be recognized on the ORC website, at the President's Banquet and Annual General Meeting.
3. Where the donation is a boat, the donor(s) will be invited to the boat christening ceremony.

6.0 Tax Receipts

1. The ORC will provide a receipt to any donor(s) requesting a receipt, noting on the paperwork that the receipt is not a charitable tax receipt.
2. The ORC will endeavour to provide a charitable tax receipt by participating in such legal arrangements with a governing sport body or charity. Currently this service is provided by the Ontario Sports Network / National Sports Trust Foundation. (see ontariosportsnetwork.ca)