

Policy Number:	1.6.1 Fundraising and Donations
-----------------------	--

Relevant Statutory / Regulatory**Linkages:**Canadian and Provincial Tax ActsCanadian Revenue Agency DirectivesKing's Foundation By-Law and Memorandum of Understanding**Policy Statement (Intent and Scope)**

King's University College (King's) has a registered charitable number and works to maximize donated resources within CRA requirements, primarily through the King's University College Foundation (King's Foundation).

1. The King's Board of Directors has authorized the King's Foundation to undertake all fundraising, both funds and value-in-kind activities, on behalf of King's. All privately funded donations, including from private foundations, individuals, companies, and community organizations, must be received by the Foundation and be solicited by or in partnership with the department of Alumni & Development and the King's Foundation.
2. The operating, legal and administrative arrangements between King's and the King's Foundation will be directed by a signed and dated Memorandum of Understanding between the two (2) parties that is to be reviewed and updated as necessary or at a minimum of every five (5) years or sooner if government regulations or other events require changes to the Memorandum of Understanding.
3. The President will ensure the creation and monitoring of an administrative policy, "Collection and Retention of Alumni Information".
4. King's will provide logistical and administrative supports to the King's Foundation at levels outlined in the Memorandum of Understanding between the partners, and consistent with King's resources availability and funder agreements on use of funding.

Monitoring Report Requirements (Frequency, Content, etc.)

The King's Foundation is to provide, at minimum, an Annual Report on activities and outcomes to the King's Board.

Additional References

Approvals: KUC Board of Directors

KUC Foundation

Contacts: Executive Director, Alumni and Development

Secretary to the KUC Board of Directors

Original Approval Date:	February 2019
Effective Date:	February 2019
Revised:	February 2021
Next Review:	2023-24