

Information Sheet: Service Club Donation Checklist

This document provides information for Service Clubs that administer a Community Donations Program. Services Clubs may donate their grant funds to organizations of their choice which meet all Community Gaming Grant organization and program eligibility criteria. Service Clubs are also the only organizations that are permitted to provide one-time donations to an individual or family within their community, in cases where that donation will provide emergency assistance or relieve an exceptional condition or circumstance for the recipient.

Service Clubs must ensure that donation recipients meet all organization and program eligibility criteria outlined in the Community Gaming Grants: Program Guidelines and the Conditions for a Community Gaming Grant. These documents can be found on the Community Gaming Grants Branch website: <https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/community-gaming-grants>.

Organization and Program Eligibility Checklist

Service Clubs may donate grant funds to an organization of their choice, as long as the recipient organization and its program(s) meet all of the following requirements:

<input checked="" type="checkbox"/>	Requirements	
<input type="checkbox"/>	Organization Requirements:	
	Does the recipient organization meet the Community Gaming Grants organization eligibility criteria?	
	All of the following statements must be TRUE in order for the organization to be eligible:	
	True	False
	The recipient organization...	
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not-for-profit.
	<input type="checkbox"/>	<input type="checkbox"/>
		...delivers at least one program that benefits the community.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is managed by a volunteer board with at least two-thirds of its members residing in B.C.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a for-profit business or an ancillary group sustaining a for-profit business.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a chamber of commerce or board of trade.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a cooperative (except designated Community Service Cooperatives).
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a community contribution company (C3).
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a fundraising group or committee.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a member-funded society.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a political party, political action group or lobby group.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a federal, provincial, regional, municipal, First Nation or other local government.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a government (as described above) operated library, museum, gallery, recreation centre or other facility.
	<input type="checkbox"/>	<input type="checkbox"/>
		...is not a hospital, medical or health care facility.

<input type="checkbox"/>	<input type="checkbox"/>	...is not an educational institution, school or school authority (donations may be made only to Parent Advisory Councils).
<input type="checkbox"/>	<input type="checkbox"/>	...is not a penal institution or correctional facility.
<input type="checkbox"/>	<input type="checkbox"/>	...does not have illegal purposes.
<input type="checkbox"/>	<input type="checkbox"/>	...does not deliver programs that promote racial or ethnic superiority, religious intolerance, persecution or social change through unlawful action.
<input type="checkbox"/>	<input type="checkbox"/>	...is not another Service Club.
<input type="checkbox"/>	Program Requirements: Does the recipient program meet the Community Gaming Grants program eligibility criteria?	
All of the following statements must be TRUE in order for the program to be eligible.		
True	False	The recipient program...
<input type="checkbox"/>	<input type="checkbox"/>	...is accessible, inclusive and open to the community.
<input type="checkbox"/>	<input type="checkbox"/>	...delivers an ongoing service, activity or series of activities to the community, not just to members of the organization.
<input type="checkbox"/>	<input type="checkbox"/>	...benefits people living in British Columbia.
<input type="checkbox"/>	<input type="checkbox"/>	...is not a fundraising program (e.g. Cops for Cancer, Relay for Life, etc.).
<input type="checkbox"/>	<input type="checkbox"/>	...is not delivered on a contract or under a funding agreement.
<input type="checkbox"/>	<input type="checkbox"/>	...is not for research, capacity building, or lobbying purposes.
<input type="checkbox"/>	<input type="checkbox"/>	...does not provide subsidized housing (e.g. senior housing complexes, low cost housing, etc.).
<input type="checkbox"/>	<input type="checkbox"/>	...does not provide vocational or employment skills training, job placement services, or professional development.
<input type="checkbox"/>	<input type="checkbox"/>	...is not an economic development or tourism program.
<input type="checkbox"/>	<input type="checkbox"/>	...does not promote the advancement of religion.
<input type="checkbox"/>	<input type="checkbox"/>	...is not a capital project.

Donations to Individuals or Families

One-time donations are permitted to an individual or family in the community when the donation will provide emergency assistance or relieve an exceptional condition or circumstance. See Section 10.2 of the Community Gaming Grants: Program Guidelines for additional details about one-time donations.

Scholarships and Bursaries

Service Clubs are permitted to provide a scholarship or bursary program, either directly or through an approved conduit organization. A scholarship is provided to a student on the basis of academic merit, while a bursary is provided on the basis of financial need. Scholarships or bursaries may be an eligible disbursement if they meet the following criteria:

<input checked="" type="checkbox"/>	Requirements	
<input type="checkbox"/>	Does the scholarship or bursary disbursement meet the criteria in Section 10.2 of the Program Guidelines?	
	All of the following statements must be TRUE in order for the organization to be eligible:	
	True	False
		The scholarship/bursary ...
<input type="checkbox"/>	<input type="checkbox"/>	...selection criteria and procedure are determined by the Service Club executive/membership.
<input type="checkbox"/>	<input type="checkbox"/>	...is paid directly to the student.
<input type="checkbox"/>	<input type="checkbox"/>	...is used for post-secondary education only at a provincially authorized post-secondary institution, as recognized by the Ministry of Advanced Education, Skills & Training, or equivalent.
<input type="checkbox"/>	<input type="checkbox"/>	...recipient is selected from a group of candidates that is not primarily comprised of the organization's members or their families.

For additional information about scholarship and bursaries, please see Section 10.2 of the Program Guidelines.