



Canadian Council of Provincial & Territorial Sport Federations Inc.
 National Sport Trust Fund
 4061 4th Avenue, Whitehorse, Yukon Y1A 1H1

Project Application Form

Organization: _____
 Contact person: _____ Phone: _____ (Office)
 Email: _____ (Cell)
 Address: _____
 City/Town: _____ Postal Code: _____
 Non-profit/Society#: _____ Date of Incorporation: _____

Project information:
 Name of project: _____
 Project start date: _____ Projected Completion date: _____
 Project description: (attach additional info if required) _____

 What methods will be used to raise the funds?

 The proceeds from this fundraiser will be used for the following cause(s): _____

 Projected amount of money to be raised: \$ _____
 Describe how this project will assist in promoting or developing amateur sport on a national level.

I have attached a copy of the project promotional material and/or fund solicitation letter. If specific individuals will benefit from this project, please attach a list of their names.

I understand the Canadian Revenue Agency guidelines relating to charitable donations and the procedures of the National Sport Trust Fund and will ensure that these regulations are adhered to.

 Signature of contact person Date

 Position held in organization

Territorial Sport Organization Endorsement (only required if the fundraiser is initiated at the club level)
 As a representative of _____ I have reviewed the
 _____ (Territorial Sport Organization)
 details of this fundraising project and on behalf of the TSO verify the bona fide nature of the club, the fundraising venture, and the proposed usage of the proceeds.

 Signature of TSO representative Date

For office use only: Approved: _____ Approval #: _____ Authorization: _____

IMPORTANT INFORMATION
For Authorized Representative of Recipient Sport Organizations

Project applications must be submitted at least one month prior to the start date of the project.

The Canadian Council of Provincial & Territorial Sport Federations [CCPTSF] is registered with the Canadian Revenue Agency, Taxation – Charities Division [CCRA] as a Registered Canadian Amateur Athletic Association [RCAAA] and as such is eligible to issue official tax receipts. Donations to a Fund, such as the National Sport Trust Fund [NSTF], support a sport organization whose primary purpose and function is the promotion of amateur athletics in Canada on a nation-wide basis.

Donations made to the NSTF in respect of specific projects may be eligible for tax receipts subject to meeting the required CRA compliance criteria.

Qualifying Contributions – Tax receipt available

A gift is a voluntary transfer of property without valuable consideration. No benefit of any kind may be provided to the donor or to anyone designated by the donor, except where the benefit is of nominal value.

Non-Qualifying Contributions – Tax receipt not available

In the context of the NSTF, non-qualifying contributions would include payments that are, in fact, **personal obligations such as training fees, program fees, travel expenses, membership fees and other similar or like expenses.**

Eligible or Permitted Expenditures (Use of Funds Received)

Eligible expenditures would include the general expenditures necessary to provide the administrative structure to encourage and further amateur sport, or support those projects or programs that contribute towards the development of amateur sport.

Recently Proposed Civil Penalties for Misrepresentations of Tax Matters

The Federal Government announced in the February 16, 1999 Budget, that for – Other tax planning arrangements – a penalty

“will apply to a person who plans or promotes an arrangement that the person knows or would have known, but for circumstances amounting to gross negligence, includes a false statement or omission that may be used for tax purposes.”

Advising or participating in a false filing – a penalty

“will apply to a person who makes (or participates in the making of) a statement or omission that the person knows or would have known, but for circumstances amounting to gross negligence, is a false statement or omission that may be used for tax purposes by or on behalf of another person in a return ...”

In the former case the penalty is the greater of \$ 1,000 and 100% of the gross revenue derived by the person in respect of the arrangement. In the latter, the penalty is the greater of \$ 1,000 and 50% of the amount of tax sought to be avoided.

For Further Information

If you have any questions regarding the donations or its use, please do not hesitate to contact the Fund Development Manager to enable them to advise you.