

Girls Incorporated of Durham Frequently Asked Questions

FQA's About Donating and Stewardship –

1. What is the charitable number or business number for Girls Inc. of Durham?

The Charitable registration number is #BN118809268 RR000

2. Can I get a tax receipt for any donation amount?

Yes, donations of \$25 and over, will receive an official tax receipt.

3. Can I make a donation in memory or tribute to someone?

Yes, there is a drop-down menu with these options on the first page <https://girlsinc-durham.org/donate/>

The screenshot shows the 'GIFT INFORMATION' section of the donation page. It includes a 'Donation Amount' section with buttons for \$25, \$50, \$100, \$250, \$1,000, and \$Other. Below that is a 'Donation Frequency' section with radio buttons for One-Time (selected), Monthly, Quarterly, and Annually. There is a note: 'To make a donation in honor or in memory of someone special, please make a selection below.' A dropdown menu is set to 'In Memory'. Below the dropdown is a 'Tribute Name' input field. Further down are input fields for 'Name' and 'Address' under the heading 'Please notify the person below of my gift in honor/memory:'. At the bottom is a 'Message' input field. A red 'Donate' button is visible on the left side of the page.

4. I would like to name Girls Inc. of Durham in my will or estate. How do I do this?

If you would like to add our name to your will or estate, please contact our Executive Director at yndrew@durham.girls-inc.org or call 905-428-8111 ext. 224. You may list our name as Girls Inc. of Durham with our Charitable registration number #BN 118809268 RR000.

5. Who do I contact if I wish to change or cancel my monthly donations?

If you wish to increase or change your monthly contribution, please contact our office at info@durham.girls-inc.org

6. I have clothing or other household items I would like to donate. Will you accept them?

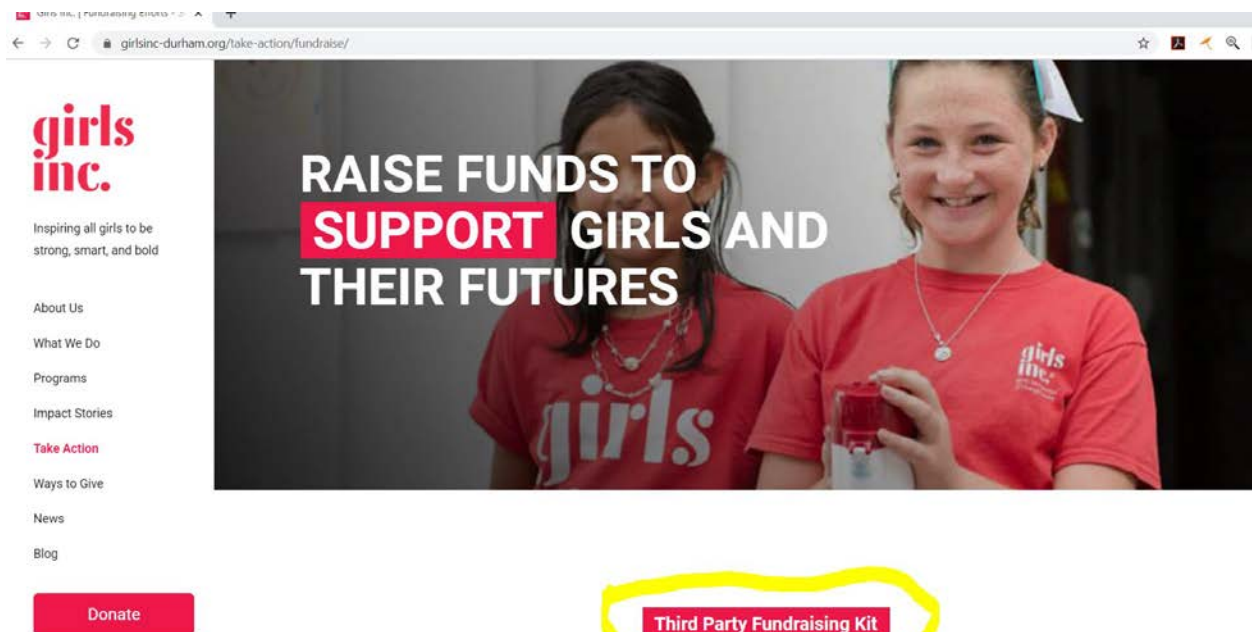
We will accept clothing and other essential items on occasion at the discretion of our Director of Programming for our Prenatal Nutrition Program.

Please email info@durham.girls-inc.org or call 905-428-8111 ext. 222 to confirm if we are accepting donations at this time.

7. I would like to fundraise or hold an event to raise money for Girls Inc. of Durham. How do I do so?

If you would like to hold an event or fundraise money for Girls Inc. of Durham, please contact our Community Outreach Manager and fill-out our third party fundraising

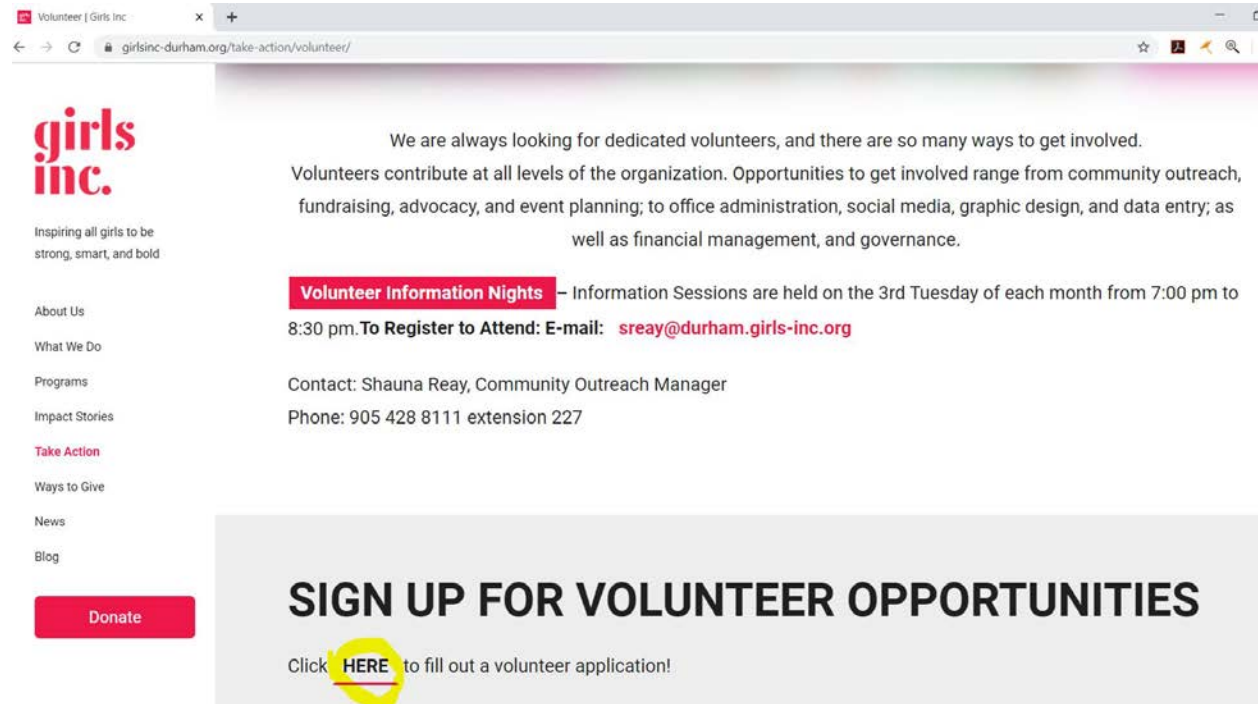
event proposal form which can be found in our toolkit at <https://girlsinc-durham.org/take-action/fundraise/>



8. Can I volunteer with Girls Inc. of Durham? What opportunities as a volunteer exist?

Absolutely! Volunteers play an integral role at Girls Inc. We are always looking for dedicated volunteers, and there are so many ways to get involved. Volunteers contribute at all levels of the organization. Opportunities to get involved range from community outreach, fundraising, advocacy, and event planning; to office administration, social media, graphic design, and data entry; as well as financial management, and governance.

For more information, go to <https://girlsinc-durham.org/take-action/volunteer/>



The screenshot shows a web browser window with the URL girlsinc-durham.org/take-action/volunteer/. The page features the Girls Inc. logo on the left with the tagline "Inspiring all girls to be strong, smart, and bold". A navigation menu includes links for "About Us", "What We Do", "Programs", "Impact Stories", "Take Action", "Ways to Give", "News", and "Blog". A red "Donate" button is also visible. The main content area contains the following text: "We are always looking for dedicated volunteers, and there are so many ways to get involved. Volunteers contribute at all levels of the organization. Opportunities to get involved range from community outreach, fundraising, advocacy, and event planning; to office administration, social media, graphic design, and data entry; as well as financial management, and governance." Below this is a red box with the text "Volunteer Information Nights" followed by "Information Sessions are held on the 3rd Tuesday of each month from 7:00 pm to 8:30 pm. To Register to Attend: E-mail: sreay@durham.girls-inc.org". Contact information for Shauna Reay, Community Outreach Manager, is provided: Phone: 905 428 8111 extension 227. At the bottom, a large grey box contains the heading "SIGN UP FOR VOLUNTEER OPPORTUNITIES" and the text "Click [HERE](#) to fill out a volunteer application!".

You can sign up to become a volunteer by filling out a volunteer profile by following the link at <https://app.betterimpact.com/Application?OrganizationGuid=fd9609be-957f-464e-922a-61bc794918fa&ApplicationFormNumber=1>

9. Who should I connect with when I need to update my contact information?

To update your contact information, please contact our office at info@durham.girls-inc.org

10. Can I donate in kind with an item in exchange for a tax receipt?

Donations of in-kind items might qualify for a tax receipt if the value of the item can be obtained. To be eligible for a tax receipt, a gift must also:

- be able to be valued; and
- enrich the charity (that is, the gift must be the result of an intention to make a donation).

If the donor receives something in return for their gift (known as an "advantage" by CRA), you may or may not be able to issue a receipt for part of the gift (known as the eligible amount of the gift).

If the value of the gift, and the value of any advantage given in return for the gift, can't both be determined, the Canada Revenue Agency (CRA) does not allow a tax receipt to be issued.

11. Can I personally sponsor an event or contribute towards an event with a monetary gift and receive a tax receipt?

To be eligible for a tax receipt, a gift must also:

- be able to be valued; and
- enrich the charity (that is, the gift must be the result of an intention to make a donation).

If the donor receives something in return for their gift (known as an "advantage" by CRA), you may or may not be able to issue a receipt for part of the gift (known as the eligible amount of the gift).

If the value of the gift, and the value of any advantage given in return for the gift, can't both be determined, the Canada Revenue Agency (CRA) does not allow a tax receipt to be issued.

Also, CRA generally does not allow tax receipts to be issued for the following (click on each item for more information, exceptions and examples):

- Donations received as a result of an obligation or inducement
- Donations of services
- Pledges
- Gift cards and certificates
- The purchase of goods or services from a charity
- Donations directed to specific individuals, families, or non-qualified donees
- Donations for the benefit of the donor
- Donations of non-qualifying securities
- Use of vacation property
- Lottery or raffle tickets

12. Can I donate supplies or items required for a fundraising event such as food or drinks and receive a tax receipt?

A tax receipt will be provided if in-kind items have an official sale receipt (sales receipt showing the retail value).

For example: if you were to buy a fruit platter from a grocery store and submit it as a donation with the receipt we can give you a tax receipt for the official retail sale receipt value of your donation.

If you purchase fruit from a store and make a platter to donate we could only give you a tax receipt for the value listed on the retail sales receipt for the purchase of the fruit.

For more information visit CRA Revenue Canada website at

<https://www.canada.ca/en/revenue-agency/services/charities-giving/giving-charity-information-donors/questions-answers-about-making-donations.html>

13. Is my contact information shared with other charities in Durham Region?

No, your contact information will be kept confidential within the agency. You can request to be listed as an anonymous donor if you wish not to be listed in our annual report.

14. How are when are tax receipts issued? Is this based upon the calendar year?

Tax receipts are usually issued within the month received. Monthly donors can request a receipt for each and every donation. However, it is best practice to provide a single receipt once per year. This receipt is a consolidated record of all the donor's donations in one place. Yearly tax receipts will be sent via email or mail by no later than February 28th of the following year.

15. Is your website secure for my donation and personal information?

Yes, our website is secure. Our security features use Secure Sockets Layer (SSL) technology to protect credit card data during transmission. Girls Inc. employees are made aware of its website privacy practices and we limit access to personal information to those employees with a specific need to retrieve this information. Girls Inc. may give other companies access to our information database, but only if necessary to allow them to provide technical or fulfillment services to Girls Inc. We may also give other companies access to the information necessary to fill your order if you purchase products from our site or to process your donation. Our technical and fulfillment agents must agree to use personal information only to process or fulfill your requests or to service our site.

16. Is there any recognition for donating a larger amount to the agency and/or being a long-term supporter of Girls Inc. of Durham?

Yes. We have more information on how you can become a Champion for Girls on our website at <https://girlsinc-durham.org/ways-to-give/champions-for-girls/>

17. Is Girls Inc. of Durham in good standing as a not for profit agency in Durham Region? Are the financials available for review before deciding to donate?

Yes, our financials can be reviewed and our Audited Financial Statements are available to the public and are posted on our website

<https://girlsinc-durham.org/about-us/financials/>

Girls Inc. has received a 4 star rating from [Charity Navigator](#), and a "Platinum" status from [GuideStar](#).

18. What are donated funds used for within the agency? Do they support salaries of staff as well?

Donated funds are used to support the development of girls, which includes program supplies, materials, and snacks, and essential overhead costs such as rent for program space and administrative salaries.

19. What are the options for donating?

- Online on our website link,
- Text "DONATE" to 905-428-8112,
- You can mail a donation to the office and/or attend in-person to our Ajax office located at Girls Inc. of Durham, 1-398 Bayly Street, West, Ajax, ON L1S 1P1
- You may donate by a cheque (making cheques payable to Girls Incorporated of Durham) or by cash.