



**OTTAWA
COMMUNITY
FOUNDATION**

invested for good

OCF POLICY

The Ottawa Community Foundation's Own Charitable Activities

EFFECTIVE DATE: April 24, 2018
ORIGINAL EFFECTIVE DATE: April 24, 2018
LAST REVIEWED:
SUBJECT TO REVIEW: April 2021



Preamble

The Ottawa Community Foundation's primary role is to facilitate philanthropy in support of charitable activities undertaken by qualified donees. On occasion, however, the OCF itself can play a valuable role in developing, coordinating and/or running programs or projects in response to gaps or opportunities that arise.

Such activities are permitted by the Canada Revenue Agency, which states that a public foundation: *Generally gives more than 50% of its income annually to other qualified donees (e.g., registered charities), but it may carry out some of its own charitable activities.*

These activities are also supported by the OCF's Letters Patent. Specifically, the Supplementary Letters Patent of September 11, 2000 state that funds raised are for distribution to qualified donees, and for other means that further the welfare of the community including *the establishment and maintenance of charitable and educational activities, agencies or institutions and the aid of any such activities, agencies or institutions already established.*

Statement


As with all OCF granting, use of grant funds for OCF's own activities must adhere to the policy on *Use of Different Fund Types for Grantmaking*, and to any other relevant OCF policies.

Own Activities

For purposes of this policy, "own activities" are defined as initiatives that involve the OCF in an active role (e.g., initiator, coordinator, manager, collaborator) beyond those functions related to endowment management, donor services and grantmaking.

Where such initiatives require or are likely to require the use of funds available for granting, the CEO will undertake, or cause to be undertaken, an assessment of the merits of the case, and will present a proposal to the board for approval, including consideration of the following:

1. Is the initiative consistent with OCF's mission, values and current strategic priorities?
2. Is it an initiative for which there is a compelling and strategic need? What happens if it is not undertaken?
3. If there are other organizations that might carry it out, why should the OCF do so?
4. What are the human and financial resource implications for OCF, and can it be undertaken without undue negative impacts on OCF's existing organizational roles and responsibilities?
5. Would the use of funds available for granting significantly affect OCF's other granting activities?
6. What are the potential risks – e.g. public relations, credibility, controls and outcomes? Can these be mitigated and if so, how?
7. Should this project be weaned from OCF's involvement and, if so, what is the plan?

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8. If sustainability, independent of OCF, is an objective, is there a realistic plan and timeline to achieve it?
 9. Has provision been made for a thorough assessment and evaluation?