

	<b>Lloydminster Catholic School Division – Administrative Procedures</b>	
	<b>AP 525 – Sponsorships</b>	
Related LCSDF AP's	AP 522 – Charitable Donations To Schools	
Form(s)		
References:	<i>The Education Act, 1995</i> sections 85, 87 Canada Revenue Agency	
Received by the Board: August, 2020		Update: August, 2020

### Background

The Division welcomes community involvement and sponsorship which positively impacts student learning in curricular and extra-curricular activities.

### Procedures

1. A sponsorship is defined as a formal agreement between the Division and an outside party that has a minimum value of two thousand dollars (\$2,000)
2. Sponsorship shall:
  - 2.1 Be aligned with the Division's foundational statements;
  - 2.2 Support or enrich curricular or extra-curricular programming;
  - 2.3 Promote curricular or extra-curricular learning;
  - 2.4 Be recognized in a formal manner;
  - 2.5 Result in a tax receipt being issued at the discretion of the Chief Financial Officer, subject to provisions established by the Canada Revenue Agency;
  - 2.6 Guarantee that the schools or Division retain full control of all school programming;
  - 2.7 Proceed only when a formal agreement is in place that has received approval from the Director;
  - 2.8 Be terminated in writing if the sponsorship agreement is violated.