

# *Knights of Columbus (BC) Charity Foundation*

## **General Guidelines for the distribution of Gaming Funds**

(Ref. Gaming Policy and Enforcement Branch Guideline Section 7)

### **NET GAMING PROCEEDS**

7.1 There is no minimum or maximum percentage of proceeds that must be used for community programs and services.

7.2 Net Gaming proceeds from a gaming event can be used as follows:

Organizations, except Parent Advisory Councils or parent groups at eligible independent schools (section 7.3) community service organizations (refer o 8.7) and community fundraising groups (section 8.8) , must used their net gaming proceeds for eligible disbursements related to the direct delivery of programs and services within British Columbia.

Eligible disbursements include, but are not limited to:

- Operational costs, including, but not limited to, items such as wages, utilities, facility rental, supplies, etc.;
- Rental or purchase of equipment essential for the delivery of programs and services;
- Travel essential to the direct delivery of programs and services;
- Membership fees in any BC organization that represents the licensee's interests;
- Pre-approved capital projects. Capital projects include construction of new facilities, renovation or maintenance of existing facilities, ad property development valued at \$20,000 or more. For approval, applicants must submit a **Request for Capital Project Approval** form. Projects with a value of less than \$20,000 do not require prior approval from the BC Gaming but must be within the proceed distribution guideline; and,
- Scholarship and bursaries where the scholarship/bursary program is offered by an eligible organization whose Board determines the selection criteria and procedures, and the group from which the scholarship/bursary recipients is selected is not primarily comprised of the organization's members or their families.

7.3 Parent Advisory Councils or parent groups at eligible independent schools (PACs) use of net gaming proceeds. For PACs, gaming proceeds must be used for disbursements within BC that benefits student by enhancing their extracurricular opportunities.

For PACs, eligible disbursements include, but not limited to:

- Student publications: newsletter, yearbooks;
- Student competitions: writing, debating, chess, music;
- Student Computers: software, hardware, accessories;
- Student societies: drama club, student society;
- Student ceremonies: graduation, dry grad;
- Student conferences or educational field trips within BC;
- Uniforms and equipment for extracurricular activities;
- Sports or playground equipment;
- Awards and trophies;
- Scholarships and bursaries;
- Student transportation and travel within BC; and
- Capital projects with total costs under \$20,000 (not including school construction).

7.4 Gaming proceeds **cannot be used for:**

- Gaming proceeds cannot be disbursed outside the province without the prior approval from the BC Gaming.
- Professional development of staff.
- Costs not related to the direct delivery of an eligible organization's program and services;
- Travel that is social, recreational or invitational in nature or travel for Annual General Meetings; Board meetings, retreats, conferences or inter-league tournaments;
- Out-of-province or out-of-country aid;
- Past debt, loan or interest payment;
- Sustaining or endowment funds; or
- Professional development of staff.

### **PROGRAM ELIGIBILITY**

Eligible programs are those that provide direct service to the community and respond to that community's need and issues. These programs are captured within one of the four sectors:

**Arts, Culture and Sports** – Programs that enhance performing arts, media arts, or visual arts, literature; heritage or culture in the community; and sports.

**Environment** – Programs that enhance British Columbia's environment or protect the welfare of animals and wildlife.

**Human & Social Services** – Programs and services that significantly contribute to the quality of life in a community, including assisting the disadvantaged or distressed, promoting health and enhancing opportunities for youth. Also including assisting individuals who are sick, disabled, homeless, and victims of crime. Service organizations that provide essentials such as food, clothing, and temporary shelter or emergency medical treatment or provide opportunities for those in need to live and work in the community.

**Public Safety** - Programs that enhance and support public safety initiatives, disaster relief & emergency preparedness within BC.