



Registered Charity Information Return

Section A: Identification

- To help you fill out this form, refer to Guide T4033, Completing the Registered Charity Information Return. It can be found at canada.ca/cra-forms.

Note: Even if a charity is inactive, an information return must be filed to maintain its registered status.

Complete the following:

1. Charity name:

Access Community Services Incorporated

2. Return for fiscal period ending:

Year 2 0 2 5	Month 0 3	Day 3 1
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3. BN/registration number:

106682024 R R 0001

4. Web address (if applicable):

1510

Yes

No

A1 Was the charity in a subordinate position to a head body? 1510 Yes No
If yes, give the name and BN/registration number of the organization.

Name

BN (9 digits, 2 letters, 4 digits. Example: 123456789RR0001)

A2 Has the charity wound-up, dissolved, or terminated operations? 1570 Yes No

A3 Is the charity designated as a public foundation or private foundation? 1600 Yes No

If yes, you must complete Schedule 1, Foundations. To confirm the charity's designation, go to canada.ca/charities-list and refer to the charity's detail page.

Section B: Directors/trustees and like officials

B1 All charities must complete Form T1235, Directors/Trustees and Like Officials Worksheet. Only the public information section of the worksheet is available to the public.

For charities subject to the Ontario Corporations Act.

As of May 15, 2021, the Canada Revenue Agency no longer collects this information on behalf of the Ontario Ministry of Government and Consumer Services. For more information on filing an Ontario annual information return, visit ontario.ca/businessregistry.

Note: If you would like these individuals to have the authority to communicate with the CRA on behalf of your charity, their name must also appear as an owner for your Business Number (BN). For more information, go to canada.ca/charities-giving, select "Operating a registered charity," then "Making a change to your organization" and see "Change director."

Section C: Programs and general information

C1 Was the charity active during the fiscal period? 1800 Yes No
If no, explain why in the "Ongoing programs" space below at C2.

C2 Describe all ongoing and new charitable programs during this fiscal period that furthered the charity's purpose(s) (as defined in its governing documents). "Programs" includes:

(1) charitable activities that the charity carries out on its own through employees, volunteers, or intermediaries, and

(2) qualifying disbursements that the charity makes through gifts to qualified donees or grants to non-qualified donees (grantees).

Charities making qualifying disbursements should describe the types of organizations they support. The charity may also use this space to describe the contributions of its volunteers in carrying out its activities, for example, number of volunteers and/or hours.

Do not include the names of employees or volunteers.

Do not describe fundraising activities in this space.

Do not attach additional sheets of paper or annual reports.

Ongoing programs

Group home accommodation and supports for adults with developmental disabilities. Supported Independent Living services for adults with developmental disabilities living independently in the community.

New programs

Registered charities may make gifts to qualified donees. Qualified donees are other registered Canadian charities, as well as certain other organizations described in the Income Tax Act.

C3 Did the charity make gifts or transfer funds to qualified donees or other organizations, excluding grants to non-qualified donees? **2000** Yes No

Important: If yes, you must complete Form T1236, Qualified donees worksheet/Amounts provided to other organizations.

C4 Did the charity carry on, fund, or provide any resources through employees, volunteers, agents, joint ventures, contractors, or any other individuals, intermediaries, entities, or means (excluding qualifying disbursements) for any activity/program/project outside Canada? **2100** Yes No

Important: If yes, you must complete Schedule 2, Activities outside Canada.

C5 Public policy dialogue and development activities

This question has been removed.

C6 If the charity carried on fundraising activities or engaged third parties to carry on fundraising activities on its behalf, select all fundraising methods that it used during the fiscal period:

2500 <input type="checkbox"/> Advertisements/print/radio/ TV commercials	2570 <input type="checkbox"/> Sales	2620 <input type="checkbox"/> Telephone/TV solicitations
2510 <input type="checkbox"/> Auctions	2575 <input type="checkbox"/> Internet	2630 <input type="checkbox"/> Tournament/sporting events
2530 <input type="checkbox"/> Collection plate/boxes	2580 <input type="checkbox"/> Mail campaigns	2640 <input type="checkbox"/> Cause-related marketing
2540 <input type="checkbox"/> Door-to-door solicitation	2590 <input type="checkbox"/> Planned-giving programs	2650 <input type="checkbox"/> Other
2550 <input type="checkbox"/> Draws/lotteries	2600 <input checked="" type="checkbox"/> Targeted corporate donations/sponsorships	2660 <input type="checkbox"/> Specify: _____
2560 <input type="checkbox"/> Fundraising dinners/galas/concerts	2610 <input type="checkbox"/> Targeted contacts	

C7 Did the charity pay external fundraisers? **2700** Yes No

Important: If yes, you must complete the following lines, and complete Schedule 4, Confidential data, Table 1.

(a) Enter the gross revenue collected by the fundraisers on behalf of the charity. **5450** \$ _____

(b) Enter the amounts paid to and/or retained by the fundraisers. **5460** \$ _____

(c) Select the method of payment to the fundraiser:

2730 <input type="checkbox"/> Commissions	2750 <input type="checkbox"/> Finder's fee	2770 <input type="checkbox"/> Honoraria
2740 <input type="checkbox"/> Bonuses	2760 <input type="checkbox"/> Set fee for services	2780 <input type="checkbox"/> Other
2790 <input type="checkbox"/> Specify: _____		

(d) Did the fundraiser issue tax receipts on behalf of the charity? **2800** Yes No

C8 Did the charity compensate any of its directors/trustees or like officials or persons not at arm's length from the charity for services provided during the fiscal period (other than reimbursement for expenses)? **3200** Yes No

C9 Did the charity incur any expenses for compensation of employees during the fiscal period? **3400** Yes No

Important: If yes, you must complete Schedule 3, Compensation.

C10 Did the charity receive any donations or gifts of any kind valued at \$10,000 or more from any donor that was not resident in Canada and was not any of the following: **3900** Yes No

- a Canadian citizen, nor
- employed in Canada, nor
- carrying on a business in Canada, nor
- a person having disposed of taxable Canadian property?

Important: If yes, you must complete Schedule 4, Confidential data, Table 2, for each donation of \$10,000 or more.

C11 Did the charity receive any non-cash gifts for which it issued tax receipts? **4000** Yes No

Important: If yes, you must complete Schedule 5, Non-cash gifts.

C12 Did the charity acquire a non-qualifying security? **5800** Yes No

C13 Did the charity allow any of its donors to use any of its property? (except for permissible uses) **5810** Yes No

C14 Did the charity issue any of its tax receipts for donations on behalf of another organization? **5820** Yes No

C15 Did the charity have direct partnership holdings at any time during the fiscal period? **5830** Yes No

Registered charities may make grants to non-qualified donees (grantees) as described in the Income Tax Act.

C16 Did the charity make qualifying disbursements by way of grants to non-qualified donees (grantees) in the fiscal period? **5840** Yes No

If yes, you must complete lines 5841, 5842 and 5843.

Did the charity make grants to any grantees totalling more than \$5,000 in the fiscal period? **5841** Yes No

If yes, you must complete Form T1441, Qualifying Disbursements: Grants to Non-Qualified Donees (Grantees).

Enter the number of grantees that received grants totalling \$5,000 or less in the fiscal period. **5842** _____

Enter the total amount paid to grantees that received grants totalling \$5,000 or less in the fiscal period **5843** \$ _____

C17 In the 24 months before the beginning of the fiscal period, did the average value of your charity's property (cash, investments, capital property or other assets) not used directly in its charitable activities or administration:

(a) exceed \$100,000, if the charity is designated as a charitable organization; or
 (b) exceed \$25,000, if the charity is designated as a public or private foundation? **5850** Yes No

If yes, you must complete Schedule 8 – Disbursement quota

C18 Did the charity hold any donor advised funds (DAF) during the fiscal period? **5860** Yes No

If yes, provide the following:

(a) Total number of accounts held at the end of the fiscal period **5861** _____

(b) Total value of all accounts held at the end of the fiscal period **5862** \$ _____

(c) Total value of donations to DAF accounts received during the fiscal period **5863** \$ _____

(d) Total value of qualifying disbursements from DAFs during the fiscal period **5864** \$ _____

Section D: Financial information

Fill out either Section D or Schedule 6, Detailed financial information.

If any of the following applies to the charity, complete Schedule 6 instead of Section D:

- (a) The charity's revenue exceeds \$100,000.
- (b) The amount of all property (for example, investments, rental properties) not used in charitable activities was more than \$25,000.
- (c) The charity had permission to accumulate funds during this fiscal period.

Show all amounts to the nearest single Canadian dollar. Do not enter "See attached financial statements." All relevant fields must be filled out.

D1 Was the financial information reported below prepared on an accrual or cash basis? **4020** Accrual Cash**D2 Summary of financial position:**

Using the charity's own financial statements, enter the following:

Did the charity own land and/or buildings? **4050** Yes No**Total assets (including land and buildings)** **4200** **\$****Total liabilities** **4350** **\$**Did the charity borrow from, loan to, or invest assets with any non-arm's length persons? **4400** Yes No**D3 Revenue:**Did the charity issue tax receipts for gifts? **4490** Yes NoIf yes, enter the total eligible amount of all gifts for which the charity has issued or will issue tax receipts **4500** **\$**Total amount received from other registered charities **4510** **\$**Total other gifts received for which a tax receipt was not issued by the charity (excluding amounts at lines 4575 and 4630) **4530** **\$**Did the charity receive any revenue from any level of government in Canada? **4565** Yes NoIf yes, total amount received **4570** **\$**Total tax-receipted revenue from all sources outside of Canada (government and non-government) **4571** **\$**Total non tax-receipted revenue from all sources outside of Canada (government and non-government) **4575** **\$**Total non tax-receipted revenue from fundraising **4630** **\$**Total revenue from sale of goods and services (except to any level of government in Canada) **4640** **\$**Other revenue not already included in the amounts above **4650** **\$**Total revenue (add lines 4500, 4510 to 4570, and 4575 to 4650) **4700** **\$****D4 Expenditures:**Professional and consulting fees **4860** **\$**Travel and vehicle expenses **4810** **\$**All other expenditures not already included in the amounts above (excluding qualifying disbursements) **4920** **\$**Total expenditures (excluding qualifying disbursements) (add lines 4860, 4810, and 4920) **4950** **\$**

Of the amount at line 4950:

(a) Total expenditures on charitable activities **5000** **\$**(b) Total expenditures on management and administration **5010** **\$**Total amount of grants made to all non-qualified donees (grantees) **5045** **\$**Total amount of gifts made to all qualified donees **5050** **\$**Total expenditures (add lines 4950, 5045, and 5050) **5100** **\$**

Section E: Certification

This return must be signed by a person who has authority to sign on behalf of the charity. **It is a serious offence under the Income Tax Act to provide false or deceptive information.**

I certify that the information given on this annual return and any attachment is, to the best of my knowledge, correct, complete, and current.

Name (print) Kimberly McGlashon	Signature
Position in charity Business Manager	Date

Section F: Confidential data

F1 Enter the physical address of the charity and the address in Canada for the charity's books and records. Post office box numbers and rural routes are not sufficient.

	Physical address of the charity	Address for the charity's books and records
Complete street address	15 Henderson Street Unit 2	15 Henderson Street Unit 2
City	Port Hope	Port Hope
Province or territory and postal code	Ontario L1A0C6	Ontario L1A0C6

F2 Name and address of individual who completed this return.

Name Kimberly McGlashon	Company name (if applicable) Access Community Services Incorporated
Complete street address 15 Henderson Street, Unit 2	
City, province or territory, and postal code Port Hope, ON L1A 0C6	
Phone number 905-885-6358	Is this the same individual who certified in Section E above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Privacy statement

Personal information is collected under the authority of the Income Tax Act and is used to establish and validate the identity and contact information of directors, trustees, officers, like officials, and authorized representatives of the organization. This information will also be used as a basis for the indirect collection of additional personal information from other internal and external sources, which includes personal tax information, and relevant financial and biographical information. Personal information will be used to assess the risk of registration with respect to the obligations and requirements as outlined in the Act and the common law. The social insurance number (SIN) is collected under subsection 237 of the Act and is used for identification purposes.

The Canada Revenue Agency (CRA) will make the information on this annual information return available to the public on the Charities Directorate website, except for information identified as confidential. Personal information may also be disclosed under information-sharing agreements and in accordance with section 241 of the Act. Incomplete or inaccurate information may result in compliance measures including revocation of registered status.

Personal information is described in personal information bank CRA PPU 200 and is protected under the Privacy Act. Individuals have a right of protection, access to and correction or notation of their personal information. You are entitled to complain to the Privacy Commissioner of Canada regarding our handling of your information.

Notification to directors and like officials: The CRA strongly encourages the organization to voluntarily inform its directors and like officials that it has collected and disclosed their personal information to the CRA.

I confirm that I have read the Privacy statement above.

Checklist

A charity's complete annual information return includes:

- Form T3010, Registered Charity Information Return, and all applicable schedules
- a copy of the charity's financial statements
- Form T1235, Directors/Trustees and Like Officials Worksheet
- Form T1236, Qualified donees worksheet/Amounts provided to other organizations (if applicable)
- Form T2081, Excess Corporate Holdings Worksheet for Private Foundations (if applicable)
- Form T1441, Qualifying Disbursements: Grants to Non-Qualified Donees (Grantees) (if applicable)

If financial statements are not included, the charity's registration may be revoked.

Foundations		Schedule 1	
1	Did the foundation acquire control of a corporation?.....	100	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Did the foundation incur any debts other than for current operating expenses, purchasing or selling investments, or in administering charitable activities?.....	110	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	(a) What was the total value of all restricted funds held at the end of the fiscal period?.....	111	\$ _____
	(b) Of that amount, what amount was the foundation not permitted to spend due to a funder's written trust or direction?.....	112	\$ _____

For private foundations only:

4	Did the foundation hold any shares, rights to acquire shares, or debts owing to it that meet the definition of a non-qualified investment?.....	120	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Did the foundation own more than 2% of any class of shares of a corporation at any time during the fiscal period?..... If yes, you must complete and attach Form T2081, Excess Corporate Holdings Worksheet for Private Foundations.	130	<input type="checkbox"/> Yes <input type="checkbox"/> No

Activities outside Canada

Schedule 2

Important: If you complete this section, you must answer yes to question C4.

For more information, go to canada.ca/charities-giving and see Guidance CG-002, Canadian registered charities carrying on activities outside Canada.

1	Total expenditures on activities/programs/projects carried on outside Canada, excluding qualifying disbursements	200	\$ _____
2	Were any of the charity's financial resources spent on programs outside of Canada under any kind of an arrangement including a contract, agency agreement, or joint venture to any other individual or organization (excluding qualifying disbursements)?.....	210	<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes, provide details of the amount reported in question 1 on line 200, that the charity transferred to these individuals or organizations in the following table:

Name of individual/organization	Country code where the activities were carried out (see list at the end of Schedule 2)	Amount (\$) Show amounts to the nearest Canadian dollar

Important: If you entered information in the table above, you must answer yes in line 210.

3 Using the table below, enter the countries outside Canada where the charity itself carried on programs or devoted any of its resources.

4	Were any projects undertaken outside Canada funded by Global Affairs Canada?.....	220	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, what was the total amount the charity spent under this arrangement?.....	230	\$ _____
5	Were any of the charity's activities outside of Canada carried out by employees of the charity?.....	240	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Were any of the charity's activities outside of Canada carried out by volunteers of the charity?.....	250	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Did the charity export goods as part of its charitable activities?.....	260	<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes, list the items exported, their destination, the country code, and their value.

Item exported	Destination (city/region)	Country code	Value (CAN \$)

Country codes

AF-Afghanistan	CU-Cuba	KP-North Korea	RO-Romania
AL-Albania	CY-Cyprus	KR-South Korea	RU-Russia
DZ-Algeria	DK-Denmark	KW-Kuwait	RW-Rwanda
AO-Angola	DO-Dominican Republic	KG-Kyrgyzstan	SA-Saudi Arabia
AR-Argentina	EC-Ecuador	LA-Laos	RS-Serbia
AM-Armenia	EG-Egypt	LB-Lebanon	SL-Sierra Leone
AZ-Azerbaijan	SV-El Salvador	LR-Liberia	SG-Singapore
BD-Bangladesh	ET-Ethiopia	MK-Macedonia	SO-Somalia
BY-Belarus	FR-France	MG-Madagascar	ES-Spain
BT-Bhutan	GA-Gabon	MY-Malaysia	LK-Sri Lanka
BO-Bolivia	GM-Gambia	ML-Mali	SD-Sudan
BA-Bosnia and Herzegovina	GE-Georgia	MU-Mauritius	SY-Syrian Arab Republic
BW-Botswana	DE-Germany	MX-Mexico	TJ-Tajikistan
BR-Brazil	GH-Ghana	MN-Mongolia	TZ-United Republic of Tanzania
BN-Brunei Darussalam	GT-Guatemala	ME-Montenegro	TH-Thailand
BG-Bulgaria	GY-Guyana	MZ-Mozambique	TL-Timor-Leste
BI-Burundi	HT-Haiti	MM-Myanmar (Burma)	TR-Turkey
KH-Cambodia	HN-Honduras	NA-Namibia	UG-Uganda
CM-Cameroon	IN-India	NL-Netherlands	UA-Ukraine
CF-Central African Republic	ID-Indonesia	NI-Nicaragua	GB-United Kingdom
TD-Chad	IR-Iran	NE-Niger	US-United States of America
CL-Chile	IQ-Iraq	NG-Nigeria	UY-Uruguay
CN-China	IL-Israel	OM-Oman	UZ-Uzbekistan
CO-Colombia	PS-Israeli Occupied Territories	PK-Pakistan	VE-Venezuela
KM-Comoros	IT-Italy	PA-Panama	VN-Vietnam
CD-Democratic Republic of Congo	JM-Jamaica	PE-Peru	YE-Yemen
CG-Republic of Congo	JP-Japan	PH-Philippines	ZM-Zambia
CR-Costa Rica	JO-Jordan	PL-Poland	ZW-Zimbabwe
CI-Côte d'Ivoire	KZ-Kazakhstan	QA-Qatar	
HR-Croatia	KE-Kenya	RE-Réunion	

Use the following codes for countries not listed above:

QS-Other countries in Africa

QR-Other countries in Asia and Oceania

QM-Other countries in Central and South America

QP-Other countries in Europe

QO-Other countries in the Middle East

QN-Other countries in North America

Compensation

Schedule 3

Important: If you complete this section, you **must** answer **yes** to question C9.

1 (a) Enter the **number** of permanent, full-time, compensated positions in the fiscal period. This number should represent the number of positions the charity had including both managerial positions and others, and should not include independent contractors. **Do not** enter a dollar amount.

300

48

(b) For the **ten (10)** highest compensated, permanent, full-time positions enter the **number of positions** that are within each of the following annual compensation categories. **Do not** tick the boxes; use numbers.

305 \$1 – \$39,999310 7 \$40,000 – \$79,999315 2 \$80,000 – \$119,999320 1 \$120,000 – \$159,999325 \$160,000 – \$199,999330 \$200,000 – \$249,999335 \$250,000 – \$299,999340 \$300,000 – \$349,999345 \$350,000 and over

2 (a) Enter the **number** of part-time or part-year (for example, seasonal) employees the charity employed during the fiscal period.

370

43

(b) Total expenditure on compensation for part-time or part-year employees in the fiscal period.

380

\$ 1,200,142

3 Total expenditure on all compensation in the fiscal period.

390

\$ 4,959,461

Confidential data

Schedule 4

Important: If you complete this section, you **must** answer **yes** to question C10.

The information in this schedule is for the CRA's use and may be shared as permitted by law (for example, with certain other government departments and agencies).

1. Information about external fundraisers

Enter the name(s) and arm's length status of each external fundraiser.

Name (confidential)

At arm's length? Yes/No (confidential)

2. Information about donors not resident in Canada

Complete this schedule to report any gift of any kind valued at \$10,000 or more received from any donor that was **not** resident in Canada and was **not** any of the following:

- a Canadian citizen, nor
- employed in Canada, nor
- carrying on business in Canada, nor
- a person having disposed of taxable Canadian property.

Enter the name of each donor and the value of the gift in the table below. Select whether the donor was an organization (for example a business, corporate entity, charity, non-profit organization), a government or an individual.

Name (confidential)	Type of donor (confidential)			Value (CAN \$)
	Organization	Government	Individual	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Non-cash gifts

Schedule 5

Important: If you complete this section, you **must** answer **yes** to question C11.

1 Select all types of non-cash gifts received for which a tax receipt was issued:

500 Artwork/wine/jewellery525 Ecological properties550 Publicly traded securities/commodities/mutual funds505 Building materials530 Life insurance policies555 Books510 Clothing/furniture/food535 Medical equipment/supplies560 Other515 Vehicles540 Privately-held securities565 Specify: **Gift cards**520 Cultural properties545 Machinery/equipment/computers/software

2 Enter the total amount of tax-receipted non-cash gifts

580

\$ 700

Detailed financial information

Schedule 6

Fill out this schedule if any of the following applies to the charity:

(a) The charity's revenue exceeded \$100,000.
 (b) The amount of all property (for example, investments, rental properties) not used in charitable activities was more than \$25,000.
 (c) The charity had permission to accumulate funds during this fiscal period.

Was the financial information reported below prepared on an accrual or cash basis? Accrual Cash

Statement of financial position

Show all amounts to the nearest single Canadian dollar. Do not enter "see attached financial statements." All relevant fields must be filled out.

Assets:	Liabilities:	
Cash, bank accounts, and short-term investments	4100	\$ 397,102
Cash and bank accounts.....	4101	\$
Short-term investments	4102	\$
Amounts receivable from non-arm's length persons	4110	\$
Amounts receivable from all others	4120	\$ 487,211
Investments in non-arm's length persons	4130	\$
Long-term investments	4140	\$ 318,872
Inventories	4150	\$
Land and buildings in Canada	4155	\$
Used for charitable programs or administration.....	4157	\$
Used for other purposes	4158	\$
Other capital assets in Canada.....	4160	\$ 290,787
Capital assets outside Canada	4165	\$
Accumulated amortization of capital assets.....	4166	\$ 37,060
Other assets	4170	\$
Impact investments	4190	\$
Total assets (add lines 4100, 4110 to 4155, and 4160 to 4170)	4200	\$ 1,531,032
Amount included in lines 4150, 4155, 4160, 4165 and 4170 not used in charitable activities		4250 \$ 0

Statement of operations

Revenue:

Total eligible amount of all gifts for which the charity has issued or will issue tax receipts	4500	\$ 25,176
Total eligible amount of tax-receipted tuition fees	5610	\$
Total amount received from other registered charities	4510	\$
Total other gifts received for which a tax receipt was not issued by the charity (excluding amounts at lines 4575 and 4630).....	4530	\$
Total revenue received from federal government.....	4540	\$
Total revenue received from provincial/territorial governments	4550	\$ 5,285,023
Total revenue received from municipal/regional governments	4560	\$
Total tax-receipted revenue from all sources outside of Canada (government and non-government)	4571	\$
Total non tax-receipted revenue from all sources outside Canada (government and non-government)	4575	\$
Total interest and investment income from impact investments	4576	\$
Total interest and investment income from persons not at arm's length	4577	\$
Total interest and investment income received or earned	4580	\$ 12,687
Gross proceeds from disposition of assets	4590	\$
Net proceeds from disposition of assets (show a negative amount with brackets).....		\$
Gross income received from rental of land and/or buildings	4600	\$
Total non tax-receipted revenues received for memberships, dues and association fees	4610	\$ 579,614
Total non tax-receipted revenue from fundraising	4620	\$
Total revenue from sale of goods and services (except to any level of government in Canada)	4630	\$
Other revenue not already included in the amounts above.....	4640	\$
Specify type(s) of revenue included in the amount reported at 4650	4655	client expenditure recoveries (Passports); other recoveries
Total revenue (add lines 4500, 4510 to 4560, 4575, 4580, and 4600 to 4650)	4700	\$ 6,091,762

Expenditures:

Advertising and promotion	4800	\$ 5,997
Travel and vehicle expenses.....	4810	\$ 66,668
Interest and bank charges.....	4820	\$ 1,875
Licences, memberships, and dues	4830	\$ 5,042
Office supplies and expenses.....	4840	\$ 29,976
Occupancy costs	4850	\$ 458,659
Professional and consulting fees	4860	\$ 136,283
Education and training for staff and volunteers	4870	\$ 14,909
Total expenditure on all compensation (enter the amount reported at line 390 in Schedule 3, if applicable)	4880	\$ 4,959,461
Fair market value of all donated goods used in charity's own activities.....	4890	\$
Purchased supplies and assets	4891	\$
Amortization of capitalized assets	4900	\$ 110,399
Research grants and scholarships as part of charity's own activities	4910	\$
All other expenditures not included in the amounts above (excluding qualifying disbursements)	4920	\$ 370,577

Specify type(s) of expenditures included in the amount

4930 program/activity supplies;food/drygoods

Total expenditures before qualifying disbursements (add lines 4800 to 4920)	4950	\$ 6,159,846
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Of the amounts at lines 4950:

(a) Total expenditures on charitable activities.....	5000	\$ 5,702,967
(b) Total expenditures on management and administration	5010	\$ 456,879
(c) Total expenditures on fundraising	5020	\$
(d) Total other expenditures included in line 4950.....	5040	\$

Total amount of grants made to all non-qualified donees (grantees).....	5045	\$
Total amount of gifts made to all qualified donees	5050	\$
Total expenditures (add lines 4950, 5045 and 5050)	5100	\$ 6,159,846

Other financial information**Permission to accumulate property:**

Only registered charities that have written permission to accumulate should complete this section.

• Enter the amount accumulated for the fiscal period, including income earned on accumulated funds.....	5500	\$
• Enter the amount disbursed for the fiscal period for the specified purpose.....	5510	\$

Permission to reduce disbursement quota:

If the charity has received approval to make a reduction to its disbursement quota, enter the amount for the fiscal period

5750 \$

Property not used in charitable activities:

Enter the average value of property not used for charitable activities or administration during:

• The 24 months before the beginning of the fiscal period	5900	\$
• The 24 months before the end of the fiscal period	5910	\$

Disbursement quota

Schedule 8

Important: If you complete this section, you **must** answer yes to question C17.

For more information, go to Canada.ca/charities-disbursement-quota.

Step 1. Calculating the disbursement quota requirement for the current fiscal period

Average value of property not used in charitable activities or administration (line 5900 from your return) **805** \$ _____

If permission to accumulate property has been granted, enter the total amount accumulated less all disbursements made for the specified purpose (add all amounts from lines 5500 minus all amounts at lines 5510 from **all returns** to date covered by the permission to accumulate property period) **810** \$ _____

Line 805 minus line 810 (if negative, enter 0) **815** \$ _____

If line 815 is \$1,000,000 or less

Multiply line 815 by 3.5% **820** \$ _____

If line 815 is over \$1,000,000

Line 815 minus \$1,000,000 **825** \$ _____

Line 825 multiplied by 5% **830** \$ _____

Line 830 plus \$35,000 **835** \$ _____

Enter the amount from line 820 or line 835. This is your charity's disbursement quota requirement for the current fiscal period **840** \$ _____

Total expenditures on charitable activities (line 5000 of your return) **845** \$ _____

Total amount of grants made to non-qualified donees (line 5045 of your return) **850** \$ _____

Total amount of gifts made to qualified donees (line 5050 of your return) **855** \$ _____

Add lines 845 to line 855 **860** \$ _____

Line 860 minus line 840. This is your charity's disbursement quota excess or shortfall for the current fiscal period **865** \$ _____

If a shortfall exists (line 865 is negative), your charity can draw on disbursement excesses from the five previous fiscal periods to help it meet its shortfall. If no excesses are available to draw on, your charity can try to spend enough the following year to create an excess that it can carry back to cover the shortfall.

Step 2. Estimating the disbursement quota requirement for the next fiscal period

Average value of property not used in charitable activities or administration prior to the next fiscal period (line 5910 from your return) **870** \$ _____

If line 870 is \$1,000,000 or less

Multiply line 870 by 3.5% **875** \$ _____

If line 870 is over \$1,000,000

Line 870 minus \$1,000,000 **880** \$ _____

Line 880 multiplied by 5% **885** \$ _____

Line 885 plus \$35,000 **890** \$ _____

The amount shown at line 875 or line 890 is your charity's estimated disbursement quota requirement for the next fiscal period.

