



GUIDANCE DOCUMENT

GOVERNMENT FUNDING GUIDANCE

February 6, 2020

PURPOSE OF THIS GUIDANCE DOCUMENT

The *Lobbyists Transparency Act* (LTA) requires lobbyists to report information about government funding **received or requested**. This guidance document explains those requirements.

The LTA requires lobbyists to provide information in their registration about government funding **received or requested** — by their organization (in the case of in-house lobbyists) or client (in the case of consultant lobbyists) — from any government, government agency, or Provincial entity in the preceding 12-month period.

Declarations regarding government funding must be made upon registration and must be updated during the course of the registration.

A separate entry for each funding source is required. Lobbyists must include:

- The name of each government, government agency, or Provincial entity from which funding was requested or received within the preceding 12 months.
- The amount of the funding requested or received from each government, government agency, or Provincial entity.

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What does government funding include?

Government funding includes:

- government grants
- non-repayable contributions or funding arrangements

What is not included in government funding?

Government funding does not include:

- repayable contributions
- loans & loan guarantees
- tax credits
- remission orders
- payments pursuant to contracts for goods and/or services

What is the time frame for declaring government funding?

The declaration requirement applies to funding received or requested in the preceding 12 months.

How often does government funding have to be updated in the Registration Return?

The declaration must be updated by the 15th of the month after the month that new funding is received or after a new request for government funding is made. For example, funding received on May 12 must be reported in the Registry by June 15. Funding requested on May 24 must be reported in the Registry by June 15.

Does funding only have to be declared if it is received from the government of British Columbia, a BC government agency or a BC Provincial entity?

The declaration requirement applies to any funding from Canadian or foreign governments including any municipal, provincial, territorial, regional, or state government. Funding from any government agency or Provincial entity must also be declared in the registry.

Keep in mind you only have to declare government funding received by the legal entity that is carrying on lobbying activities in BC. Examples:

- If the client or organization carrying on lobbying activities is a corporation, lobbyists do not need to report government funding received or requested by subsidiaries or parent corporations.
- If the client or organization carrying on lobbying activities is a local chapter of a regional, national, or international union, the local chapter does not need to declare funding received by the regional, national, or international organizations as long as the local chapter is a separate legal entity with its own constitution and bylaws.

What if a request for funding has been made, but no funding has been received?

A request for funding must be reported even if it has not been received and no decision has been made regarding the request.

What if I have questions about government funding?

After reading this guidance document, if you have questions, contact the Office of the Registrar of Lobbyists for BC for assistance at info@bcorl.ca

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