

Donation Procedures for Elevator Managers

For Crop Year 2011/2012

Prairie Provinces

Helping us handle grain for the world's hungry may be easier than you think. If you haven't handled grain donations for us in the past, we've outlined some simple procedures to follow when accepting donations from your customers.

- **Attached is a list of 2011/2012 CFGB Donation Values** for the following grades which can be accepted through the Canadian Wheat Board program:
 - CWRS #3 or better
 - #1 or #2 CWRW
 - #1 or #2 CPSR
 - CWAD #5 or better
 - #1 or #2 CW Extra Strong
 - #1 or #2 CWSWS
 - #1 or #2 CPSW
 - All other grades, feed wheat, barley and all non-board crops are sold at the cash price on the day of delivery outside the CWB program.
- Deliveries of grain to Canadian Foodgrains Bank are no longer taken on an “in-store” basis. All grain deliveries are now processed as described below:
 - The elevator company will receive the donation as it would any other delivery. For donations of CWB accepted grain (above), **the producer number to be used for deliveries to the account of Canadian Foodgrains Bank is 00-10773547**. This will generate a cash ticket in favour of CFGB, with all appropriate deductions being settled immediately. The initial price in effect at the time of delivery will be used to calculate the initial value Canadian Foodgrains Bank receives.
 - **Please do not add this producer number to any permit book. Do not amend this number in any way.** Please quote contract number 705476 for wheat deliveries and contract number 705475 for durum deliveries.
- A Canadian Foodgrains Bank **Grain Delivery Ticket** must be filled out for each donation. Where appropriate, please use the value/MT on our attached sheet. No deductions should be recorded on the Grain Delivery Ticket. If the donation is being made by a local community growing project, please record the name of the growing project. For individual donations, the donor’s **complete address must** be printed on the Foodgrains Bank Grain Delivery Ticket. This ensures the donor receives a tax-deductible receipt. Please indicate which Member Agency the donor would like credited.
- **The producer/growing project gets the white copy of the Grain Delivery Ticket.** The yellow copy should be stapled to your company’s elevator cash ticket and sent directly to Canadian Foodgrains Bank.
- Donations to the Foodgrains Bank are not restricted by delivery contracts.
- **Payments to Local Projects:** Some projects will have their own producer numbers and may request payment for both Board and Non-board deliveries to be made in the name of the local project. Many growing projects like to show their support by including the name Canadian Foodgrains Bank with their project name. As grain deliveries begin arriving, please note when issuing cheques for projects that include the name “Canadian Foodgrains Bank” payments must be mailed directly to: Canadian Foodgrains Bank, PO Box 767, Winnipeg, Manitoba, R3C 2L4.
- Producers have the option to count deliveries to Foodgrains Bank as CWB contract deliveries if required to meet CWB contracted commitments, however, deliveries are not subject to contract calls, and do not need to be considered contract deliveries.

For further assistance or for additional Grain Delivery Tickets, call our office at 1 (800) 665-0377 or visit the Growing Project or Donations section of our website.