



District 7 Newsletter DECEMBER 2024

A Message from District Director, Kathy Bouma

Winter weather is finally upon us and hopefully everyone did what they needed to do to put their gardens to bed. This has been the first year that travel has not been an issue for attending any AGMs in the month of November. Thanks to fellow board members, Cheryl Yuill, Doris Cassan and past District Director Jane McDonald for assisting with installation of the new boards for 2025.

Now it is time to get the OMAFA Annual Return and the OHA Annual Information Report completed and submitted. If all Societies (except for Elora & Salem and Guelph City) could complete prior to the end of December, I would be so very pleased. Most of you have completed them before so you need to have that information ready at your fingertips so that you can enter or attach such as the Financials, Review Certificate, membership numbers, volunteer hours, the new incoming Board etc. Don't put it off. All the necessary information is on page 2 of this newsletter. (I have copied what was sent in November to all Societies from OMAFA.

The OHA Annual Information Report is also ready for you to complete so go onto the GardenOntario website to find it. This information was sent to Societies from the OHA Secretary on November 24 or 25th. If you missed it, let me know and I can send to you.

Please advise me when you have submitted the OMAFA Return which is the one that gives you the monetary grant. I do receive a copy of the OHA report to review so if changes are needed, I will contact you.

Looking ahead to 2025 and the District 7 AGM, we are looking for a couple of new Directors as 2 Directors are completing their terms. Please consider if you are interested.

Wishing you all a very happy holiday season and safe travels when visiting family and friends.

Kathy

- Arthur & District
- Clifford & District
- Elora & Salem
- Erin
- Fergus & District
- Grand Valley & District
- City of Guelph
- Guelph Township
- Harriston & District
- Hillsburgh
- Moorefield & District
- Mount Forest
- Orangeville & District
- Shelburne & District

Season's Greetings!



**Save the Date
2025 D7 AGM
April 26th
Grand Valley**

Horticultural Societies can now complete their 2024 Annual Return through [Transfer Payment Ontario \(TPON\)](#). The deadline for the submission of your annual return and grant application is **February 1, 2025, by 11:59 PM**. It is critical to plan ahead and host your AGM and the review of your financial documents ahead of this deadline.

Maintaining Corporate Status:

It is important to note that even if your society is not seeking grants this year, submitting your annual return via TPON is mandatory to maintain your incorporation status under the Agricultural and Horticultural Organizations Act.

Resources:

- **Please ensure you review the attached 2024 program guidelines and TPON/Adobe step-by-step instructions before completing your application. A financial review certificate is attached for your use if you do not have an independent auditor's report. Finally, audited financial statement templates are attached and available for your use if your society does not have their own.**
- **Follow this link [Horticultural Societies TPON Submission Tutorial - YouTube](#) to watch a demonstration for submitting your application in TPON.**
- To register for Electronic Funds Transfer (EFT) or if your banking information has changed, it is critical that you inform OMAFA by emailing AHOA.Admin@ontario.ca to initiate the process.

Annual Return and Grant Program Training:

Three webinar sessions will be hosted by OMAFA on November 21, 2024, December 9, 2024, and January 15, 2025, to walk through the submission process and answer questions.

Please register in advance using the following link:

[2024 Annual Return and TPON Training for Horticultural Societies](#)

Contact Information:

For technical support and questions about applying through TPON, please contact TPON Client Care between Monday and Friday from 8:30 a.m. to 5:00 p.m. (excluding statutory holidays) at:

- 416-325-6691 (local) or 1-855-216-3090 (toll free)
- 416-325-3408 (TTY) or 1-800-268-7095 (toll free TTY)
- TPONCC@ontario.ca

For questions related to eligibility, expenses and funding please contact AHOA.Admin@ontario.ca or 1-877-424-1300.