

COMMUNITY GRANTS

Date Issued: XXXXX

Mandated by: City Council

Current Revision: XX.XXX.XX

Cross Reference:

Next Review: Jan 1, 2019

Responsibility: City Manager

PURPOSE

To support events held by locally based non-profit community groups who, through their efforts, promote the City of Fort Saskatchewan.

POLICY

The City may, subject to budget approval, provide direct monetary grants to non-profit organizations that:

1. Are of significant value to a wide segment of the citizens of Fort Saskatchewan; and
2. Encourage the development of local cultural, recreational, artistic or social events with a focus on tourism or enhances Fort Saskatchewan's profile at the international, federal, provincial or regional level

DEFINITIONS

City – the City of Fort Saskatchewan

Local – within the municipal boards defined as Fort Saskatchewan

GOVERNING PRINCIPLES

1. A Community Grants Committee, made of up 3 members of Council, is established and has the authority to award grants in accordance with this policy, applicable procedures, and budget allocation.
2. There is no appeal to a decision made by the Committee.
3. Grants are available to non-profit organizations based in the City. Non-resident groups may be considered for projects that directly benefit City residents.
4. Events must occur within the City's municipal boundaries and directly benefit residents and businesses.

5. Events must be completed within a 12 month period from the day the grant is approved.
6. Of the funds budgeted, the Committee will retain at least 25% until September of the grant year for requests arising from an emergent issue. If this portion is not used by September the 25% may be allocated by the Committee.
7. Grants are based on one-time events and will not form part of ongoing operating or capital budgets.
8. Grants awarded will be published on the City's website at least once in the calendar year.
9. The Committee will determine how the availability of funds will be communicated to the public.
10. A system of accountability is to be established to ensure funds granted are used for the intended purpose and adequate oversight is maintained.

AUTHORITY / RESPONSIBILITY TO IMPLEMENT

The City Manager is authorized to establish procedures for the implementation of this Policy which are consistent with the governing principles.