

Section: Community Services	Policy number: B-5
Subject: Grants and Subsidy Policy	Effective Date: April 12, 2001
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**Corporation of the Municipality of French River
Grants & Subsidy Policy
(for all non-profit organizations)**

1. Purpose

- 1.1. The Corporation of the Municipality of French River, through its Municipal Council, fully supports and encourages the activities of Community Groups.
- 1.2. The purpose of the Municipality of French River's Grants/Subsidy Program is to provide support to facilitate and ensure effective citizen involvement in Community events relevant to improving the well-being of citizens and contributing to the quality of life in the Community.

2. Goal

- 2.1. The primary goal of the Municipal Grant and Subsidy Program is to monitor and respond to Community needs and to promote local identity by encouraging Community participation.
- 2.2. Groups or associations, which contribute to the enrichment of Community life, will be considered for grants or subsidization, within the limits of available financial resources.
- 2.3. It is the aim of the Municipal Council to assess all requests objectively and equitably.
- 2.4. The policy statements and operating procedures of this grant process will be subject to annual review and amended as required.
- 2.5. The Corporation of the Municipality of French River will not contribute to deficits or make up funding shortfalls resulting from programs or events of any kind, which were undertaken without prior consultation and approval from the Municipality of French River.

3. General Policy Guidelines

- 3.1. Only French River groups and/or organizations are to be considered for financial assistance and requests from individuals will not be considered.
- 3.2. Municipal assistance will be made available for French River volunteer non-profit groups/organizations that:
 - a) Show evidence of organizational and fiscal responsibility
 - b) Are "not for profit"
 - c) Have a leadership group
 - d) Demonstrated evidence of Community support by showing evidence of volunteer involvement

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- 3.3. Under normal circumstances, only one request per organization is to be considered in a fiscal year.
- 3.4. All programs, projects and undertakings should be consolidated in the one request.
- 3.5. Each applicant for financial assistance will be required to complete a grant application form.
- 3.6. All completed applications must be to the satisfaction of the Parks, Recreation & Facilities Manager and will be processed expediently and presented to the Finance & Administration Committee with the recommendation of the Manager as to, if any, subsidies given.
- 3.7. The applicant organization must utilize the funding granted, within the fiscal year, on the sole purpose for which it was awarded.
- 3.8. The Municipal Council has the final decision on all financial assistance items.
- 3.9. If the group doesn't fit into this policy, staff will inform Council of the group's request.
- 3.10. French River service clubs and charitable organizations may be provided the use of Community facilities for charitable fund-raising purposes once per year at a reduced base rental rate.
- 3.11. Eligible clubs and organizations must file a written request with the Parks, Recreation & Facilities Manager at least sixty (60) days prior to the event. The Manager shall review the request and approve or deny it based on the policy affiliation. If the Manager is in doubt as to where the affiliation may lie, then he /she will bring it to the next Finance & Administration Committee meeting for discussion.
- 3.12. Assistance if applicable will be given in the form of Municipal services in kind.
E.g.: The limit will be set at a maximum of \$200.00 for Community Events for services in kind or will be as the current year budget permits.
- 3.13. The rental of Community facilities for use under a Special Occasions Permit shall not be eligible for a reduced rental rate unless the event is deemed by the Council to be a Community event, as per council guidelines.
- 3.14. The Municipal Council is particularly interested in supporting developmental programs and projects of a special nature. Projects that will be highly considered shall serve an outstanding need in the Community and will not compete with any other service provider. The applicant will demonstrate that the project will impact on the quality of life in the Community. If the project is likely to be continuing, it must be capable of becoming self-sufficient. Assistance may be available by way of services in kind

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- 3.15. In case where assistance is given to a group or organization for the purchase of equipment or supplies; it should be noted that all such supplies or equipment should remain the property of the Municipality should the group in question dissolve.
- 3.16. Assistance to groups to effectively conduct their activities would be considered, i.e. arena ice time youth subsidy. Municipal assistance in this category could take the form of equipment, facilities, services, and staff assistance.
- 3.17. The granting of assistance in any year is not to be regarded as a commitment by the Municipality of French_River to continue such assistance in future years. Assistance shall be determined annually on the applicant's merits. All groups and organizations will be encouraged to become self-sufficient.

This policy is approved by Resolution No.2013-318 of the Council of The Municipality of French River, this 23rd day of October, 2013.

