



Township of Schreiber

Policy Statement # G 2004-01

Grants-in-Aid

Purpose

The purpose of this policy is to assist in provision of grants-in-aid (donations) to organizations and non-profit associations in a consistent manner, with Council approval with appropriate audit controls, and for the following purposes:

- Maintaining and enhancing the quality of life for residents
- Developing a healthy and sustainable sense of community
- Promoting citizen participation and volunteerism
- Responding to community needs and interests

Grants-in-aid include direct monetary grants, provision of services at a lower than market value, waiver of fees or service costs, or non-monetary assistance with services or programs.

Objectives

Such grants-in aid may be made at Council's direction to promote:

- Arts and culture
- Sports and recreation
- Youth initiatives
- Community development and special events
- Health and wellness
- Safety
- Seniors initiatives
- Environmental development and special events

Criteria

The following criteria will be considered by Council when evaluating grants-in-aid, however, it is for assistance only and is not intended to be limiting or the only criteria Council may use for its determinations.

- The benefits provided to local residents
- Statistics of participation (area, target group served, number of local clients)
- Evidence of service need or uniqueness of service provided (responsiveness to community)
- Area of interest or promotion (ie Arts & Culture, Sports & Recreation, Youth etc.)
- Continued sustainability of program or service (legacy)
- Accountability and history of the group or organization requesting assistance (financial, effectiveness, quality of management)
- Financial resources, evidence of need, other funders involved, stakeholders in the community
- Testimonials of clients and/or participants as to value or need for program or service
- Equity and accessibility to participants
- Innovation, community pride, enhanced community profile as anticipated results of providing the assistance

Procedures

Community groups and individuals may make application for grants-in-aid funding by completing a questionnaire/application form to be presented to Council. The applicant may also request to appear before Council to speak to the application when consideration is scheduled. The format of the questionnaire shall be substantially as attached hereto as schedule "A" and a copy of this policy will be attached thereto.

Council will consider applications for grants-in-aid by November 30th for the following budget year. Council, at its discretion, may make determinations and entertain grants and donation requests at other times during the year. Council may or may not fund to the limit of the budget allocation at its discretion. The budget allocation is an estimate and does not require Council to fund up to the amount, nor does it limit Council in providing assistance as it deems advisable.

All grants-in-aid funding will be recognized in the financial information system of the Township, and services or fees waived or provided at a lesser than market value will be acknowledged as a grant at the market value of such service.

Groups or individuals assisted by Council grants-in-aid shall make a written report back to Council as to the final determination of the funds and the results obtained. Where deemed appropriate by Council, recognition of the funding will be acknowledged by use of the Township of Schreiber logo and words (ie. (Funding/assistance) for this (project/service/etc) provided (in association with/by) the Township of Schreiber.



**Township of Schreiber
Grant Application (Schedule A to Policy Statement G 2004-01)**

Name:		
Organization:		
Address:		
Contact Tel:		Alternate Tel:
Email (optional)		
Have you received a grant from us in past:	Y N	If yes, when and for what
Are you incorporated?	Y N	
If Yes, when?		
Please provide a brief description of your project or service. Attach a page if you require additional space.		
Please indicate which of the Grant-in-Aid objectives this application supports.		
How does your application match the policy criteria?		
Who or which participant group will benefit from this grant?		
How many participants will there be?	Local:	Other:
What other sources of funding do you have or have you applied for?		
What amount of funding are you requesting?		\$
If not monetary, what service are you requesting?		
Person who will be accountable for finances		
Briefly describe how funds will be accounted for		
If this is an ongoing project/service, please indicate how future funding will be sourced?		

What will be the outcomes/results of this funding?

How will you evaluate this project, how will you know it is successful?

***Please attach
the following
if available***

***Prior Year
Financial Statements***

***Most Recent Financial
Statements***

***Budget for
Project***

You may attach testimonials should you wish, or provide a brief history or outline of your project or group, or any other such materials as you feel will assist Council in assessing your request for assistance.

Additional comments: