

MUNICIPALITY OF NORTHERN BRUCE PENINSULA

2018 MUNICIPAL FUNDING POLICY

OBJECTIVE

The Municipality of Northern Bruce Peninsula provides limited funding for projects that enhance and enrich the community. Council makes all funding decisions based on local needs and priorities and in keeping with Council's approved budget, strategic goals and objectives.

Grant funds are intended to support project-based initiatives in the areas of:

1. Community Services
2. Arts and Culture
3. Social Services
4. Environment

DEFINITION OF FINANCIAL ASSISTANCE

1. Direct Grants
2. Use of Municipal Property/Facilities at reduced or no cost
3. Fee waivers (permits, etc.)
4. Municipal Staff support
5. Equipment supply
6. Materials supply
7. Insurance coverage

CATEGORIES FOR FUNDING

1. Community Events/Parades
2. Tourism/Economic Development
3. Arts/Culture/Heritage
4. Community Social Assistance

GUIDELINES

1. All requests for financial donations and grants will be considered having regard for the Municipality's budget.
2. All grants/awards will be assessed in terms of the need for the project, cost effectiveness, financial viability, and contribution to the quality of life in the community.
3. In general, organizations from which the Municipality purchases services or with which it has contracts will not be eligible.

4. One-time special requests for assistance will be considered on an individual merit basis. Examples of these types of requests would be flood or ice storm disaster relief requests either locally or on a broader scope.
5. The grant should not be considered as the primary source of funding for the organization. Grants are intended to be supplementary to main sources of funding for organizations. The group must show exploration of other financial support and option (i.e. fundraising) and adequate volunteer support.
6. The granting of financial assistance in any year is not to be regarded as a commitment by the Municipality to continue such assistance in future years.
7. Requests to waive hall rental fees should include name of facility, specific room(s), dates, and times.
8. No financial donations or grants will be considered unless specifically authorized by this policy.
9. In making grants, the Municipality may impose such conditions as it deems fit.

ELIGIBILITY

1. Applicants must demonstrate the need for the specific project/program. Each proposal must identify a specific defined benefit and outcome and be located within Northern Bruce Peninsula.
2. Applicants, with the exception of local elementary and secondary schools, must be non-profit community groups and organizations. Individuals are not eligible.
3. Applicants, upon request by the Municipality, must provide an organizational budget and a proposal specific budget.
4. An organization receiving financial assistance from the Municipality should not act in the capacity of a funding body for, or make grants to any other organization, group or individual.

GUIDELINES

In addition to submitting an application and the appropriate financial information, all organizations requesting grants may be asked to make a brief presentation to Council.

Application packages are available through the Treasurer's office. Completed applications for the 2018 year must be received by the Municipal Treasurer's office by **Friday, November 17, 2017.**

APPLICATION REVIEW

The Treasurer's office will review all applications for eligibility/completeness of information. Council is the final granting authority. Applicants will have the opportunity to present their application to Council at a designated public meeting if they wish to do so.

Applicants requesting more than \$500 are required to make a presentation.
(Presentations are not required for waiver of facility rental fees only)

The Public Meeting for consideration of the 2018 Grant Applications is November 27, 2017 at 9:00 a.m. Applicants must contact Charlotte Martindale at the Municipal Office to request a time.

Phone: (519) 793-3522 Ext. 221

E-mail: accountspayable@northernbruce.ca

OBLIGATIONS UPON RECEIVING A GRANT

Successful applicants may be asked to provide a project report to demonstrate that the funds were spent on activities described in the grant application.

DISTRIBUTION OF FUNDS

The Treasurer's office will notify all applicants of Council's decision. The funding will be distributed upon final passing of the Municipality's budget.