



Rural Municipality of Belfast

Mayor: Garth Gillis; Chief Administrative Officer: Bob Brooks
Incorporated 1972

Community Grants Program Policy Revision to Original Policy # P2022-01

Date Community Grants Program Policy Revised by Council: September 21, 2022

To Be Known As: **Community Grants Program Policy;**
as per the Rural Municipality of Belfast Grants Bylaw # 2018-02.

This Community Grants Program Policy establishes the following:

- a) The name of the program is the: Community Grants Program Policy.
- b) The date the Community Grants Program was established, was February 20, 2019; and later revised on September 21, 2022.
- c) The purpose of the Community Grants Program Policy is to: provide financial and/or in-kind assistance to registered not-for-profit, community groups/development corporations and volunteer individuals/organizations offering services, activities and programs in the interest of the Rural Municipality of Belfast.
- d) This Program is not intended for typical for-profit businesses.
- e) The application deadline for submissions to the Community Grants Program Policy is: March 7th of each fiscal year cycle; additional proposals can be considered, if there is any Community Grants Program Policy assistance remaining after the application cycle is completed.
- f) The eligibility criteria for the Community Grants Program Policy are:
 - i. Assistance will be awarded to registered not-for-profit, community groups/development corporations or volunteer individuals/organizations offering services, products or activities in the best interests of the Rural Municipality of Belfast,
 - ii. Those eligible for assistance are not required to live within the boundaries of the Rural Municipality of Belfast, and
 - iii. All grants will be approved and awarded in accordance with Sections 142, 143 and 158 of the *Municipal Government Act*.
 - iv. Only individual grants of \$50,000 or more, will require recipients to have a minimum \$1,000,000 liability insurance.
- g) There are three categories of assistance available under the Community Grants Program Policy:
 - i. Fire Protection Grant,
 - ii. Government Recreation Grant, and
 - iii. Community Grants.

- h) The maximum amount of available assistance through the Community Grants Program Policy each fiscal year: Assistance cannot exceed the approved Operational Budget for each fiscal year of application.
- i) A Community Grants Program Committee will be established for the Community Grants Program Policy as follows:
 - i. Membership will consist of three (3) Councillors, the Mayor (ex-officio), administration (non-voting),
 - ii. The Chair of the Committee will be selected from amongst the three (3) members of Council; and the Chair will only vote in the event of a tie,
 - iii. Administration will supply support to the Committee and take minutes,
 - iv. The Community Grants Program will be advertised annually through the Rural Municipality of Belfast Website, plus additional venues as available/budget allows,
 - v. Community Grants Program proposals, can be submitted, through letters or emails, which can be mailed, emailed or presented to Council or Committee. Those submitting their proposals in advance need not attend a public presentation to be considered,
 - vi. Once all proposals have been received/presented; the Community Grants Program Committee will review and deliberate 'in-camera'; producing a recommendation to Council, and
 - vii. Council will consider the Community Grants Committee recommendation and make its decision 'in public'.

Date Revised: September 21, 2022

Seal and Signature on File

Mayor - Garth Gillis

Seal and Signature on File

CAO - Bob Brooks