	Council Policy	
	Classification	Policy No.
	Administration & Finance	AF 6.6
	Policy Title	
Recreation Operational Assistance Funding		
Approved By:	Effective Date:	Revisions:
Council	April 12, 2017	

Purpose

To establish the procedure for annual operational support for recreation programs and facilities within the County of Stettler No. 6.

Statement

Member Municipalities that, include Villages of Big Valley, Botha, Donalda and Gadsby and the Summer Village of Rochon Sands, contribute a per-capita fee to the County of Stettler No. 6 as set by the Council of the County of Stettler No. 6 and subject to change as deemed necessary. The Town of Stettler is not a member municipality, but receives support for recreation programs and facilities that are utilized by County residents.

Council, upon recommendation from the County of Stettler No. 6 Recreation Board, allocate the funds for operational assistance for recreation within the County of Stettler No. 6 by facility type, program participation and fund availability to ensure viable recreation within the County of Stettler No. 6.

Procedure

The County of Stettler No. 6 Recreation Board will ensure that funding recommendations will meet the following criteria:

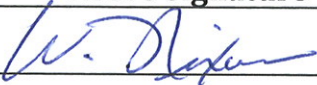
1. Funding will only be used to support the operation of public recreation facilities and parks, and activities related to recreational programming and operations.
2. All qualifying expenses must be incurred in the year it is allocated (January 1st to December 31st).
3. Qualifying Operating Expenses include the following:



- a. Training Costs
- b. Consultant Fees
- c. Volunteer Development
- d. Rent
- e. Utilities
- f. Insurance
- g. Computer and Software Maintenance Contracts
- h. Property Taxes
- i. Technology Support and Training
- j. Membership Fees for Regional Organizations
- k. Computer Hardware and Software
- l. Copiers and Fax Machines
- m. Furniture
- n. Telephones
- o. Program Supplies
- p. Specialized Equipment
- q. Handheld/Hand-operated Tools
- r. Paint
- s. Carpet
- t. Cleaning Supplies
- u. Roof Repairs
- v. HVAC Repairs
- w. Window Replacement
- x. Other life cycle maintenance of a facility.

4. Prior to December 31st all organizations that receive funding will submit a written report to the County of Stettler No. 6 Recreation Board declaring what the funding was used for.
5. Additional information may be requested by the County of Stettler No. 6 or the County of Stettler Recreation Board.

Policy Authorization

Reeve Signature	Effective Date	Resolution Number
	April 12, 2017	114.04.12.17