

	Council Policy		
	Classification Administration and Finance		Policy No. AF 6.23
	Policy Title Community Investment Program		
	Approved By: Council	Effective Date: April 14, 2021	Revisions: October 13, 2021

Purpose

To establish guidelines for Council to address sponsorship requests from community organizations.

Policy Statement

Council recognizes that Community organizations should be supported in principle and with resources. Funding under this Policy is a one-time interim measure and is not to be relied on as a continuing source of revenue. Council fully expects community organizations to be self-sustaining and to develop working relationships with other contributing partners.

1.0 Funding Allotment and Allocation

- 1.1 The County of Stettler shall support this policy through an annual budget allotment of \$15,000.00 and accounted through a designated General Ledger Account
- 1.2 This annual grant is dependent on available funding.
- 1.3 The amount of grant funding available annually may vary.

2.0 Eligibility

- 2.1 Assistance may be provided to community organizations whose proposals demonstrate the following:
 - a) Applicants can only submit one funding application annually
 - b) Benefit the community
 - c) Community involvement and support
 - d) Long term viability
 - e) Program or event must be open to the public
 - f) Program or event cannot make a profit
 - g) County of Stettler will be recognized as a source of funding.
- 2.2 The following organizations are eligible for funding under this policy:
 - a) Non-profit organizations, societies or associations
 - i) Who are in good financial standing and operate within the County of Stettler

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3.0 Deadline

- 3.1 Completed applications must arrive to the County of Stettler Office no later than 4:30pm on December 31 and May 31 each year. Applications will be considered in January and June, annually.

4.0 Applications

- 4.1 Grant Applications forms attached to this policy as Schedule "A" must be completed in full and contain the following: (no other form of application will be accepted)
- a) Name, address and contact information of the organization;
 - b) The amount of financial support being requested;
 - c) A description of the program, event or activity and associated dates and timelines;
 - d) Benefit to the County of Stettler
 - e) A budget identifying the proposed revenues and expenditures of the program, event or activity
- 4.2 Application forms can be picked up at the County of Stettler Administration Building and are also available electronically online at www.stettlercounty.ca.
- 4.3 The grant will be advertised on the County of Stettler Website prior to each application deadline;
- 4.4 Projects that are cost-shared or involve other means of collaboration and cooperation will be looked at more favorably than those that do not.
- 4.5 If the application form is not properly filled out, the grant application will not be considered.

5.0 Disbursement of Funds

- 5.1 Upon review of submissions/applications, Council will approve funding for selected project(s) by resolution.
- 5.2 Applicants will be notified upon Council approving their application
- 5.3 Grant funds requested by the recipient may be adjusted due to annual budget limitations.

Policy Authorization

Reeve Signature	Effective Date	Resolution Number
<i>Adoption</i>	April 14, 2021	104.04.14.21
<i>Adoption</i>	October 13, 2021	300.10.13.21