

Section: 5 - Finance	Policy # 1850.00.04
Subject: Provision of Grant-in-Aid and other Forms of Financial Support	Revision # R-2

PURPOSE:

The purpose of this policy is for Council to provide criteria to identify the appropriateness and suitability of applications from organizations requesting Grants-in-Aid and other forms of financial support from the City of Courtenay.

POLICY:

The City has limited financial resources available for the provision of Grants-in-Aid or other forms of financial support to special interest groups. In order to be consistent and fair to all applicants, the following criteria must be met:

1. Organizations must be based in the City of Courtenay. Funding is **not** available for individuals or for profit entities.
2. Grants-in-Aid and other commitments must be used for the purpose intended. City resources cannot be used to provide any type of assistance to other organization(s) working in tandem with the applicant.
3. Gaming Funds will be the primary funding source for all monetary commitments to organizations or entities requesting assistance.
4. Applicants must publicly acknowledge the City of Courtenay's contribution.
5. Grants-in-Aid shall be considered on a year-to-year basis and continuing support should not be anticipated.
6. Contributions will be limited to \$10,000 per organization.
7. Organization with service agreements with the City will not be eligible for consideration.

AUTHORIZATION:	DATE:
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SCOPE:

This policy applies to all grant-in-aid and financial requests submitted to the City of Courtenay. Authority for, and restrictions on the provision of, any form of assistance is provided under The Community Charter, Sections 8(1), 24 and 25. Preference will be given to organizations who can demonstrate a request that promotes the City's strategic priorities as identified in the Strategic Priorities found on the City's webpage.

RELATED DOCUMENTS:**RESPONSIBILITY:**

City of Courtenay council members are responsible for adopting policies that manage the financial resources of the community. These policies must recognize the budgetary demands of City operations as a whole and be responsive to public perceptions and constraints. There is a limited sum of tax dollars and external revenue sources available for grants to organizations.

REVIEW DATE:

This policy has an intended life of 20 years, or less dependent on the discretion of Council of-the-day.

AUTHORIZATION:	DATE:
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