



CITY OF EDMONTON

BYLAW 14157

COMMUNITY INVESTMENT GRANT BYLAW

(CONSOLIDATED ON FEBRUARY 15, 2012)

THE CITY OF EDMONTON**BYLAW 14157****COMMUNITY INVESTMENT GRANT BYLAW**

Whereas, pursuant to sections 3(b) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, Council may pass bylaws dealing with services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,

And Whereas, pursuant to section 201(1)(a) of the *Municipal Government Act*, Council is responsible for developing and evaluating the policies and programs of the municipality;

Edmonton City Council enacts:

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE	1	The purpose of this bylaw is to: <ul style="list-style-type: none">(a) delegate responsibilities to the Edmonton Arts Council, the Community Services Advisory Board, and the City Manager with respect to Community Investment Grants; and(b) provide eligibility and evaluation guidelines for awarding of Community Investment Grants to not-for-profit organizations and individuals.
DEFINITIONS	2	In this bylaw, unless the context otherwise requires: <ul style="list-style-type: none">(a) “Applicant” means an organization or individual applying for a grant pursuant to this bylaw;(b) “Arts” means all those symbolic representations transmitted through the media of music, drama, dance, visual arts, literature and craft and combinations thereof;(c) “Arts Grants” means the grants outlined in section 5 of this bylaw;(c.1) “Arts and Museum Building Operating Grant” means a grant awarded to not-for-profit art and museum organizations to cover costs associated with maintaining a clean, well lighted, heated and secure facility whose use is of interest to the public and community groups;

(S.2., Bylaw 14636, July 3, 2007)

- (d) **“Community Investment Celebrations Grant”** means a grant awarded for a one day event actively programmed around a theme, anniversary or other occasion with a significant cultural component in the broadest sense;
- (e) **“City”** means the Municipal Corporation of the City of Edmonton;
- (f) **“City Manager”** means the Chief Administrative Officer of the City or his delegate;
- (g) **“Community Investment Grant”** means a Grant awarded by the City pursuant to this Bylaw;
- (h) **“Community Services Advisory Board”** means the advisory board established by Bylaw 11926, the Community Services Advisory Board Bylaw;
- (i) **“Council”** means the Municipal Council of the City of Edmonton;
- (j) **“Constitutional Documents”** means the documents by which an Applicant is incorporated or created and includes an Application for Incorporation, Articles of Incorporation, Memorandum of Association, Articles of Association and Bylaws;
- (k) **“Art Gallery of Alberta”** means a Society incorporated pursuant to the Societies Act of Alberta, its successors or assigns, which as a museum is dedicated to programs, stewardship and presentation of visual arts in Western Canada and across the nation;

(S.2, Bylaw 16024, February 15, 2012)

- (l) **“Edmonton Arts Council”** means a Society incorporated pursuant to the Societies Act of Alberta, and under an agreement with the City of Edmonton to administer certain grant programs;
- (m) **“Festival”** means an event occurring over two or more days that has as its main purpose the celebration of a theme of interest and appeal to the general public;
- (n) Deleted (S.3, Bylaw 16024, February 15, 2012)
- (o) **“Multicultural”** means the practice of promoting human and group relations, in which ethnic, racial, religious and

linguistic similarities and differences are valued, respected and exchanged;

- (o.1) **“Museum”** means a non-profit making, permanent institution in the service of society and of its development, and open to the public, that acquires, conserves, researches, communicates and exhibits, for purposes of study, education and enjoyment, material evidence of people and their environment;

(S.3., Bylaw 14636, July 3, 2007)

- (p) **“Recreation/Amateur Sport”** means all those activities and experiences in which an individual chooses to participate in his/her leisure time and includes, but is not limited to, athletic, physical, historical, natural science, cultural, social and intellectual activities, experiences and programs; and

- (q) **“Social Services”** means social programs and activities provided by not-for-profit organizations which help the citizens of Edmonton to strengthen personal or community life.

RULES FOR INTEPRETATION

- 3 The marginal notes and headings in this bylaw are for reference purposes only.

PART II - RESPONSIBILITIES

CITY COUNCIL

- 4 (1) Funding requirements for grants will be provided through the City’s budget process.
- (2) All grants must comply with this bylaw and City policies.

EDMONTON ARTS COUNCIL

- 5 (1) The Edmonton Arts Council, subject to agreement with the City, will manage the following grant programs and make recommendation to Council of grant allocations under these programs:
- (a) Major Festival Grants which are comprised of:
- (i) Operating,
 - (ii) Seed;
- (b) Arts Grants which are comprised of:
- (i) Operating,
 - (ii) Travel,

(iii) Project,

(iv) Emergency/Organizational Support;

(S.4., Bylaw 14636, July 3, 2007)

(c) Community Investment Celebrations Grant; and

(S.5., Bylaw 14636, July 3, 2007)

(d) Arts and Museum Building Operating Grant.

(S.6., Bylaw 14636, July 3, 2007)

(2) The Edmonton Arts Council will review and provide advice on special arts and festivals or *ad hoc* funding requests as directed by the City, and will make recommendations to Council regarding funding.

(3) The Edmonton Arts Council will coordinate and make recommendations to Council on policy updates and revisions required for the administration of grants under this section.

**COMMUNITY
SERVICES
ADVISORY BOARD**

6 The Community Services Advisory Board will be responsible for applications, review and recommendation to Council of the following grants:

(a) Community Investment Operating Grants which are comprised of:

(i) Social Services,

(ii) Multicultural,

(iii) Recreation/Amateur Sport;

(b) Community Investment Hosting Grants which are comprised of:

(i) Multicultural,

(ii) Recreation/Amateur Sport.

CITY MANAGER

7 (1) Deleted (S.4, Bylaw 16024, February 15, 2012)

(2) The City Manager will be responsible for approving Community Investment Travel Grants in the following categories:

(a) Multicultural,

- (b) Recreation/Amateur Sport.

PART III - QUALIFICATIONS AND APPLICATION PROCESS

ELIGIBILITY

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Applicants for grants under this bylaw must satisfy the following criteria:

- (a) The Applicant must be a registered not-for-profit organization in existence for more than one year as of the deadline date for filing the grant application; or, if the Applicant is an individual the Applicant must meet the eligibility requirement outlined in the grant policy and procedures;
- (b) The Applicant's membership and beneficiaries of its programs and services must be predominantly residents of the city of Edmonton;
- (c) The Applicant's membership and beneficiaries of its programs and services must be directed to the improvement of the quality of life of residents of the city of Edmonton;
- (d) The grant applied for shall not be intended or used for capital purposes, including but not restricted to, the purchase of land, equipment, fixtures or physical facilities;
- (e) The grant applied for shall not be intended or used for a purpose beyond the constitutional objectives of the applicant as outlined in its Constitutional Documents;
- (f) The grant applied for shall be intended and used to further the Applicants not-for-profit activities, and must not either directly or indirectly be intended or used to further a profit venture;
- (g) Within the deadlines, the Applicant must file and provide all documents and information outlined in the grant application;
- (h) The activities of the Applicant shall be of a quality to merit public funding support;
- (i) The activities of the Applicant shall not substantially duplicate the activities of other Applicants or other government supported individuals or organizations;
- (j) The Applicant demonstrates fiscal responsibility and is

managed in a responsible manner;

- (k) The Applicant shall demonstrate initiative and success in generating diverse sources of revenue;
- (l) The Applicant shall have an open membership to its organization, except for valid program factors (e.g. age); and
- (m) Such other criteria and guidelines as may be established by City Policies and Procedures.

APPLICATION DOCUMENTS

- 9 Applicants for all grants must provide the following:
 - (a) Copies of the Constitutional Documents, if applying for a grant for the first time;
 - (b) Copies of all amendments to the Constitutional Documents;
 - (c) Copies of all leases/licences and rental agreements with the City, when applying for a grant for the first time;
 - (d) Copies of all amendments to leases/licence and rental agreements with the City when those amendments are made; and
 - (e) Proof of their not-for-profit status, except for individuals.

APPLICATION DELIVERY

- 10 Applications for Arts Grants Arts and Museum Building Operating Grants must be submitted to the Edmonton Arts Council.
(S.7., Bylaw 14636, July 3, 2007)
- 11 All applications for grants under this bylaw, except those listed in section 10 of this bylaw, must be submitted to the City Manager.
(S.8., Bylaw 14636, July 3, 2007)

PART IV – OPERATING PROGRAM PRIORITIES AND GUIDELINES

THREE-YEAR CYCLE

- 12 (1) The Community Services Advisory Board will prepare for the approval of Council three-year funding Program Priorities and Guidelines for not-for-profit organizations (Social Services, Multicultural, Recreation/Amateur Sport) to access community investment operating grants.
- (2) At the end of each three-year cycle, a complete review will be conducted by the Community Services Advisory Board and the next three-year funding Program Priorities and Guidelines will be

established for the approval of Council.

(NOTE: Consolidation made under Section 69 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and Bylaw No. 12005, and printed under the City Manager's authority.)

Bylaw 14157, passed by Council July 3, 2007

Amendments:

Bylaw 14636, July 3, 2007

Bylaw 16024, February 15, 2012