



CITY POLICY

POLICY NUMBER: C211H

REFERENCE:

City Council 2013 04 10
City Council 2006 06 20
City Council 2002 07 22
City Council 2001 07 31
City Council 1996 12 10
City Council 1994 10 11
City Council 1993 10 26
City Council 1992 01 14

City Council 1990 11 17
City Council 1983 11 15
City Council 1983 09 27
City Council 1983 08 16
City Council 1982 02 23

ADOPTED BY:

City Council September 12/13,
2017

SUPERSEDES:
Policy C211G

PREPARED BY: Citizen Services

DATE: September 7, 2017

TITLE: **Community Investment Grants to Organizations and Individuals**

Policy Statement:

The City of Edmonton Provides:

- A. Financial assistance for operations of not-for-profit organizations in Edmonton whose programs or activities benefit primarily Edmontonians. However an applicant that can accomplish an adequate level of activity without a grant may not be recommended for funding.
- B. Financial assistance to not-for-profit organizations or individual residents in Edmonton travelling to a western Canadian, national or international recreation, multicultural or sport event.
- C. Financial assistance to not-for-profit organizations hosting provincial, western Canadian, national or international recreation, multicultural or sport events in Edmonton.
- D. Financial assistance to not-for-profit organizations or individuals in Edmonton that are active in the arts & culture and heritage communities to undertake occasional projects that benefit their practice, or contribute to their community and Edmonton. These grants may provide support for: travel, research, development, creation and presentation.

This policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation or Union Agreement.

This policy does not provide funding:

- A. To organizations that receive other operational funding from the City of Edmonton.
- B. To support the operations of organizations whose primary mandate are the responsibility of the Provincial or Federal governments.
- C. For capital purposes.
- D. To organizations for which the majority of services are not directed to Edmontonians.

Support to Not-For-Profit Organizations

The City of Edmonton values the contributions of the not-for-profit sector in making Edmonton a welcoming city. Edmonton is known for its able and willing volunteers who support community-based programs and services that the City of Edmonton could not provide on its own.

Support to Individuals, Groups and Collectives

The City of Edmonton commits, through this policy, to supporting individuals, groups and collectives for specific projects, events, and achievements. Edmonton is known for its citizens achieving excellence in activities that contribute to the quality of life in Edmonton by bringing recognition to the City, contributing to our sense of community, and encouraging others to participate in healthy productive activity.

General Guidelines

- a) Grants will be used by organizations to enhance their ability to provide programs, services, or activities that benefit the citizens of Edmonton.
- b) An Applicant that is not in good standing with the City of Edmonton at the time of the review of the grant applications shall not normally be recommended for a grant.
- c) Applicants will not normally receive a grant in excess of 25% of eligible expenditures unless specified in the grant procedures.
- d) The maximum and minimum grant award will be established annually based on available grant funding.
- e) Recommendations for funding will be made to City Council when any one grant award within a program stream is more than \$30,000.00.
- f) Applicants will be notified of the decisions regarding their grant request within a reasonable time. Recipients of Community Investment Grants will be made public through Open City and through reporting by the responsible Board.
- g) Further details on specific grant programs will be defined in the procedural documents and guidelines by the various responsible Boards, for example definitions, eligibility criteria, etc.

Community Services Advisory Board Specific Guidelines:

- a) Subject to agreement with the City, the Community Services Advisory Board will advise on the development and management of grant programs that support amateur sports and recreation, social services, and multicultural activities.
- b) These grants will include support for operations, travel and hosting opportunities for individuals and organizations.
- c) Such grants will be subject to guidelines and processes developed openly by the Community Services Advisory Board in consultation with stakeholders, including factors such as: deadlines, funding cycles, program goals, eligibility criteria, and minimum and maximum grant amounts.
- d) The Community Services Advisory Board will report annually to City Council on all their granting activities on behalf of the City of Edmonton.

Edmonton Arts Council Specific Guidelines:

- a) Subject to agreement with the City, the Edmonton Arts Council will develop and manage grant programs that support arts and festival activities.
- b) These grants will include support for operating grants for organizations and facilities, and project grants for organizations or individuals for activities such as creation, research, presentation, and travel.
- c) Such grants will be subject to guidelines and processes developed openly by the Edmonton Arts Council in consultation with their communities, including factors such as: deadlines, funding cycles, program goals, eligibility criteria, and minimum and maximum grant amounts.
- d) The Edmonton Arts Council will report annually to City Council on all their granting activities on behalf of the City of Edmonton.

Edmonton Heritage Council Specific Guidelines:

- a) Subject to agreement with the City, the Edmonton Heritage Council will develop and manage grant programs that support heritage activities.
- b) These grants will include support for operating grants for organizations and facilities, and project grants for organizations or individuals for activities such as creation, conservation, research, presentation, and travel.
- c) Such grants will be subject to guidelines and processes developed openly by the Edmonton Heritage Council in consultation with their communities, including factors such as: deadlines, funding cycles, program goals, eligibility criteria, and minimum and maximum grant amounts.
- d) The Edmonton Heritage Council will report annually to City Council on all their granting activities on behalf of the City of Edmonton.

Appeals

There shall be limited provisions by which an appeal can be made. An appeal must follow the identified appeal process of the designated Board.

The following four matters will **not** be considered as viable grounds for appeal:

- i. Changes in circumstances of the Applicant since the date of the Grant Application. The circumstances of the Applicant and of the appeal must be limited to those at the date of the original Grant Application or the deadline date for submitting the Grant Application, and not

the facts or circumstances arising subsequently;

- ii. Actions of City Departments which have affected the Applicant since the deadline date for filing the Grant Application (e.g. complaints about taxes, utilities, rentals);
- iii. Changes in the Application since the grant deadline date; and
- iv. A finding of fact regarding fundamental eligibility (e.g. late submission, incomplete Grant Application, Applicant not properly registered as a not-for-profit organization).

Review

This Policy will be reviewed within five years and a report will be provided to City Council.

The purpose of this policy is to:

Provide guidelines for the awarding of Community Investment Grants to Organizations and Individuals.

This policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation or Union Agreement.