



R.M. of Frenchman Butte No. 501

POLICY TITLE <u>Recreation and Culture</u> <u>Community Capital Grant Policy</u>		ADOPTED BY RM Council Resolution No. 2018-05-09-055 EFFECTIVE DATE May 9, 2018	POLICY NO. 700-03
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended: July 17, 2019 May 27, 2020 January 24, 2024 August 14, 2024	Resolution No. 2019-07-17-008 2020-05-27-020 2024-01-24-027 2024-08-14-034

1. PURPOSE:

To establish application and approval guidelines for Recreation and Culture Funding of Community Capital Projects

2. DEFINITIONS:

2.1 Capital Projects: Long-term investment projects requiring sums of money to acquire, develop, improve, and/or maintain that the general public has access to for the provision of leisure and/or community services including recreational and cultural.

2.2 CAO: Means Chief Administrative Officer.

2.3 Council: Means Council for the Rural Municipality of Frenchman Butte No. 501.

3.0 SCOPE:

Projects must be located within the municipalities of the RM of Frenchman Butte No. 501, Village of Paradise Hill or Town of St. Walburg.

4.0 POLICY:

It is the policy of the RM that:

4.1 The Council shall review and approve funding allocation for Capital Projects annually.

4.2 Applications will be received from May 1 to October 31. The Council shall review applications and approve according to this Policy until allocated budget has been used up.

4.3 Funding is for 50% of the capital project costs to a maximum grant of \$5,000.00 per organization per year.

4.4 Capital Funding grant may be used in conjunction with other funding received by organization providing costs have not been reimbursed by other grants and donations.

4.5 Religious, Educational and Health buildings do not qualify for funding.

4.6 Uniforms and minor equipment purchases such as baseball bats, balls, hockey pucks, etc do not qualify for funding.



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4.7 Operating costs do not qualify for funding.

4.8 GST is not an eligible expense.

5.0 SPECIFIC REQUIREMENTS

5.1 Capital Project must be completed in the year for which the application was made.

5.2 Project Application Form (Form A) must be submitted by October 31 for the year in which the capital expense is taking place.

5.3 Incomplete applications will be rejected.

5.4 Only one application per organization and/or capital project per year will be accepted.

5.5 **Capital Payment Claim Form (Form B) and supporting documentation must be received on or before December 31 for the year in which the capital project was completed. Any late submissions of claim forms and supporting documents will not be accepted.**

5.6 A quorum of Council is required to approve applications.

5.7 The Council reserves the right to approve or reject in part or in whole any applications as they deem appropriate.

6.0 RESPONSIBILITY/INTERPRETATION/REPEALING:

All Appendices attached to this policy may be amended from time to time based on operational need.

This policy shall be administered and interpreted by the CAO; however, this policy cannot be amended without Council approval.

This policy replaces all resolutions that have been passed by the Council of the Rural Municipality of Frenchman Butte No. 501 with respect to the application of any and all parts of this policy and the terms and conditions contained herein.

This policy shall come into force and take effect on May 9, 2018 shall continue in full force and effect until repealed or replaced by subsequent resolution of Council.

Handwritten signatures