

# Township of Brock Corporate Policy



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**Policy Name:** Community Grant Policy

**Policy Type:** Finance

**Policy Number:** F4

**Reference:** (i.e. Council Resolution No. 20-19)

**Date Approved:**

**Date Revised:**

**Approval By:** (most cases Council)

**Point of Contact:**

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## 1. Purpose:

The Township of Brock acknowledges the efforts of our local volunteer community and believes that many services, events or projects are best provided through the volunteer efforts of local community organizations. Community Grant funding demonstrates Council's commitment to working with community organizations without eroding their strength and independence and encourages organizations to work toward financial self sufficiency. The Community Grant program provides financial assistance to not-for-profit, volunteer community organizations to provide direct services, events or programs to the benefit of the residents of Brock.

This policy establishes eligibility requirements and the application process. Applicants are further encouraged to pursue other opportunities for financial support.

## 2. Eligibility Criteria:

The following may be eligible for a Township of Brock Community Grant:

- a) Not-for-profit or volunteer based organizations within the Township of Brock or the Region of Durham delivering programs, events or services to the residents of Brock. Regionally based organizations must provide details demonstrating how their service will directly benefit the residents of Brock.

## 3. Funding Categories:

- a) Recreation/Leisure – is defined as those organizations offering athletic or leisure opportunities not offered by the Municipality.

- A) Civic – is defined as those organizations providing events or services promoting the Township of Brock which could be expected to bring economic and/or public relation benefits to the Township.
- B) Social – is defined as those organizations offering a specific service (other than recreational/leisure) to residents of the Township, which is not considered to be the responsibility of another level of government.

#### **4. Purpose of Grant:**

Grants may be provided to eligible applicants as defined above, for:

- General operating and capital expenses;
- Activities/events generally occurring within Township boundaries; or
- For programs, activities and events addressing a community need or contributing to the positive image of the Township.

The Community Grant Program is not intended to provide funding:

- To organizations with a political mandate, such as citizen ratepayers associations;
- To individuals;
- To organizations that provide services or programs that are the responsibility of another level of government;
- To organizations not in good financial standing with the Township of Brock;
- To organizations that make donations; or
- For debt repayment.

#### **5. Community Grant Application:**

Applications will be available from the Municipal Office or the Township's website. Complete applications are due by the first working day in January or as outlined in the public notice published annually. Late submissions will be accepted pending the availability of funds.

- a) Applications will be accepted only from organizations with an elected executive (alternatives may be considered for formal groups) and one of the following: - A constitution; a mission statement; or a statement of purpose.
- b) All requests for funding must be accompanied by a fully completed "Community Grant Application" and must be forwarded to the Finance Department.
- c) Applications must be legible, completed in full, signed, and include all required documentation.
- d) Successful applicants may be required to submit a year end accounting of all grant dollars received at the discretion of the Township.