



Town of Mayerthorpe

Policy Manual
Section Recreation
Policy VII-002

TITLE: Recreation Grants
POLICY NO.: VII - 002
APPROVAL: Motion C0158/2010
EFFECTIVE DATE: April 12, 2010
AMENDED DATE: January 11, 2016
REVIEW DATE: February 16, 2010
December 21, 2015
January 11, 2016
March 20, 2017
February 16, 2021

SUPERSEDES POLICY NO.:

POLICY STATEMENT:

Town of Mayerthorpe may have funding available for Societies within the Town corporate limits that are developing and maintaining the business aspect of recreation, recreation facilities, parks, and programs for the benefit of residents of Mayerthorpe and area, and registered under the Societies Act of Alberta.

PURPOSE:

The Recreation Grants Policy clarifies the level of authority provided by Council to the Mayerthorpe & Area Community Services Committee and to administration in the review and decision making regarding grant funding.

PRINCIPLES:

1. The process for providing grant funding will be transparent and open.
2. Funding will be provided only within the limits of the budgeted amounts approved by Council.
3. The guidelines for grant funding will be clarified to provide funding for the following sections:
 - Upgrading of existing recreation facilities, playgrounds or parks;
 - Provision of new facilities;
 - Support for the operational cost of facilities where there is a demonstrated need for emergency assistance; intended to subsidize



utilities of facilities, maintenance costs or any other operational cost;

- Services designed to promote, encourage and support recreation programs within the community;
 - Other recreation services.
4. Applicants can receive only one grant from this reserve per calendar year. Refused grant applications are eligible for re-submission in the next calendar year.
 5. Amounts over \$2,500 will be considered only if there is a demonstrated special need.
 6. Unused grant funding at the end of each year will be added to a Recreation Reserve Fund.

GRANT GUIDELINES:

1. Grant applications will be relevant to the sections specified above.
2. Grant applications will not duplicate existing services.
3. Grant applicants will be encouraged to use funds for matching Provincial grants where applicable.
4. Grant applicants will be encouraged to seek private-sector subsidy for projects.
5. Grant funding will be processed only if all required financial accounting is complete.
6. Community groups will be provided advisory assistance in completing the applications for recreation funding and in accessing other funding sources.
7. Grant applicants shall provide a complete application, including financial statement.
8. Grants will be prioritized on benefits for Mayerthorpe & Area residents.
9. Grant applications over \$2,500 will show a clearly defined financial need for financial help.
10. Grant applicants will show a demonstration of self-help.
11. Organizations that receive funding through the Recreation grant agree to submit a wrap up report and a final financial report to the Committee within two months after project is completed.



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12. All unused grant funds awarded to a society must be returned to the Town of Mayerthorpe on or before the final financial report is submitted.
13. All advertising must include the wording "Sponsored in part by the Town of Mayerthorpe Recreation Grant". Town of Mayerthorpe logo is optional.
14. As a condition of accepting financial assistance, access to all financial statements and records having any connection with monies received is hereby granted to the Town of Mayerthorpe.

End of Policy