



**Date:** 28/04/2021

**To:** Chair and Directors, Cariboo Regional District Board

**And To:** John MacLean, Chief Administrative Officer

**From:** Lore Schick, Deputy Corporate Officer/Executive Assistant

**Date of Meeting:** Cariboo Regional District Board\_May07\_2021

**File:** 1850-02

---

## **Short Summary:**

Grant for Assistance Application –108 Mile Ranch Community Association

## **Voting:**

Corporate Vote - Unweighted

## **Memorandum:**

A Grant for Assistance application from the 108 Mile Ranch Community Association, requesting \$999 to go towards producing and distributing two informational brochures for its residents in 2021, is hereby presented for the Board's consideration.

## **Attachments:**

GFA Application from the 108 Mile Ranch Community Association

## **Financial Implications:**

Grants for Assistance – 2021 unallocated prior to current meeting of the Board:

|              |                     | <b>Tax<br/>requisition</b> | <b>Allocated</b> | <b>Unallocated</b> |
|--------------|---------------------|----------------------------|------------------|--------------------|
| A            | Director Sjostrom   | \$ 5,000                   | 0.00             | \$ 5,000           |
| B            | Director Bachmeier  | \$ 5,000                   | 0.00             | \$ 5,000           |
| C            | Director Massier    | \$ 5,000                   | 0.00             | \$ 5,000           |
| D            | Director Forseth    | \$ 5,000                   | 0.00             | \$ 5,000           |
| E            | Director Delainey   | \$ 5,000                   | 0.00             | \$ 5,000           |
| F            | Director LeBourdais | \$ 5,000                   | 0.00             | \$ 5,000           |
| G            | Director Richmond   | \$ 5,000                   | 1,000.00         | \$ 4,000           |
| H            | Director Wagner     | \$ 5,000                   | 0.00             | \$ 5,000           |
| I            | Director Glassford  | \$ 5,000                   | 0.00             | \$ 5,000           |
| J            | Director Kirby      | \$ 5,000                   | 1,000.00         | \$ 4,000           |
| K            | Director Mernett    | \$ 5,000                   | 0.00             | \$ 5,000           |
| L            | Director MacDonald  | \$ 5,000                   | 0.00             | \$ 5,000           |
| <b>Total</b> |                     | \$ 60,000                  | \$ 2,000         | \$ 58,000          |

## **Policy Implications:**

*The Board may wish to consider the following excerpts from the Grants for Assistance Policy, when considering this application:*

### **POLICY STATEMENT:**

#### **1. Principles**

*The Cariboo Regional District has adopted the following principles to govern and guide the decision making around the consideration of Grants for Assistance:*

- a. It is not mandatory to participate in a Grants for Assistance program. Electoral Area Directors should have the ability to declare that their respective Electoral Area is not participating in part or all of the Grants for Assistance Program, or to establish financial limits to their participation.*
- b. The Cariboo Regional District Board does not intend to utilize these provisions of the Local Government Act to provide on-going, year after year operational financing, but rather to assist with special events and /or projects.*
- c. The Cariboo Regional District Board does not intend to provide assistance under the provisions of the Local Government Act to replace the financial responsibilities of senior levels of government, other governments or government agencies and affiliates, or to replace primary funding opportunities such as grants offered by senior levels of government.*
- d. The Cariboo Regional District Board has both statutory and budgetary limitations on the amount of funds available for providing assistance under the provisions of the Local Government Act and wishes to ensure that these funds are disbursed as fairly and equitably as possible to deserving applicants with due regard to the degree of benefit that will result to the taxpayers that will be responsible for paying for the assistance provided.*

- e. The Cariboo Regional District Board has an obligation to all of its citizenry to protect the regional district from exposure to liability that could arise as a result of its funding relationships.*
- f. There must be a direct and logical connection between the Electoral Area considering the Grants for Assistance and the event/project.*

## **2. Grants for Assistance Programs**

- a) The Cariboo Regional District will offer two Grants for Assistance programs. These are:*
  - i. The Annual Intake Grants for Assistance Program*
  - ii. The Year Round Intake Grants for Assistance Program, intended to assist organizations under unforeseen or time-sensitive circumstances which preclude an application to the Annual Intake Program.*

### **YEAR ROUND INTAKE GRANTS FOR ASSISTANCE:**

#### **2. Evaluation** (year round applications)

- c) The following shall be considered in evaluating and prioritizing the applications for assistance:*
  - i. Is the purpose for which funding is requested, consistent with the purpose and principles of the Grants for Assistance program?*
  - ii. Does the organization have the capacity to deliver the proposed project or event?*
  - iii. Is the amount of grant reasonable when compared with the potential community benefits?*
  - iv. Has the applicant previously received assistance from the Cariboo Regional District or its member municipalities?*
  - v. Has the organization publicly recognized previous financial assistance provided by the Cariboo Regional District and do they have suitable plans for recognition of this grant funding if approved?*
- d) Applications for Assistance will NOT be approved for:*
  - i. Purposes for which the Board identifies as potentially exposing the Cariboo Regional District or its member municipalities to risk of unacceptable liability.*
  - ii. Groups/projects/services which would more appropriately be funded by other levels of government, government agencies, affiliates and crown corporations.*
  - iii. Purposes disallowed by the Local Government Act.*
  - iv. Purposes which, in the Board's opinion, would more appropriately be addressed by establishing a regional district service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.*

*v. Applications that do not conform with the provisions or intents of this policy.*

### **3. Award**

*a) Applicants will be advised*

*i. that their application has been received, that it is under review, and that they will be advised of a decision as soon as is practical.*

*ii. Upon issuing of the grant cheque, that the Cariboo Regional District's financial contribution is subject to specified conditions.*

*b) It is a condition of the grant that the applicant publicly recognizes the Cariboo Regional District's financial support as proposed in their application or as subsequently agreed.*

*c) It is a condition of the grant that, upon completion of the project or event, the applicant must provide a brief report of the project or event which outlines:*

*i. use to which the grant funds were put;*

*ii. success of the project or event*

*iii. benefits of the project or event*

*iv. photographs where appropriate*

*d) Failure to provide a report will result in the rejection of future grant applications.*

*e) It is a condition of the grant that the applicant must obtain Board approval for substantive changes in the proposed use of grant funds.*

*f) Where a project or event is unable to proceed without funding from other sources, grant funds will not be issued by the Cariboo Regional District until the applicant has confirmed that the other funding is available.*

*g) Applicants who receive grant funds are encouraged to purchase goods and services from local businesses.*

Staff note that this application does not appear to meet the intention of the policy for the Year Round Intake Grants for Assistance Program "to assist organizations under unforeseen or time/sensitive circumstances which preclude an application to the Annual Intake Program". Approval would, therefore, require policy to be waived.

This organization received \$1,000 in Grants for Assistance funding in 2019 for a 50<sup>th</sup> anniversary celebration, and a report for this grant has been received.

### **Alignment with Strategic Plan:**

- ☐ **Communication:** Facilitate communication strategies throughout the entire Cariboo Regional District that meet the needs of residents, community stakeholders, and other levels of government.

- ☐ **Planning:** Intentionally plan services and activities of the CRD to prepare for future needs of residents and community stakeholders.
- ☒ **Economic Sustainability:** Foster an environment to ensure the economic sustainability of CRD communities and the region.
- ☐ **Governance:** Ensure that CRD governance policy and practices are intentional, transparent, and respectful.

[Click here to enter text.](#)

### CAO Comments:

[Click here to enter text.](#)

### Options:

- 1) Receipt, waive policy, and approve funds, indicating which Electoral Area Grants for Assistance budget(s) the funds are to be drawn from
- 2) Receipt and other action
- 3) Receipt
- 4) Defer

### Recommendation:

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated April 21, 2021, regarding a Grant for Assistance Application from the 108 Mile Ranch Community Association, requesting \$999 to go towards producing and distributing two informational brochures for its residents in 2021, be received. *Further action at the discretion of the Board.*