



**Date:** 07/03/2023

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

**And To:** Brian Carruthers, Interim CAO

**From:** Kathie Vilkas, Regional Economic & Community Development Officer

**Date of Meeting:** Cariboo Regional District Board\_March 24, 2023

**File:** 1850-02

## Short Summary:

Year-Round Grant for Assistance Application – Tatlayoko Field Station Society

## Voting:

Corporate Vote - Unweighted

## Memorandum:

A Year-Round Grant for Assistance application has been received by the Cariboo Regional District from the Tatlayoko Field Station Society, requesting \$1,000 for development of a School Birding Program for Chilcotin schools.

The objective of the grant is to expand the current birding program from a half-day to a full-day of learning through nature walks, bird observation, identification and interactive play and learning. Funding from the Regional District will support program development and purchase of materials, including handouts, art supplies and binoculars.

This organization has previously received Regional District grants of \$1,000 in 2020, \$1,000 in 2021, and \$1,000 in 2022.

## Attachments:

Year-Round GFA Application from the Tatlayoko Field Station Society

## Financial Implications:

Year-Round Grants for Assistance – 2023 unallocated prior to current meeting of the Board:

		<b>Tax 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 Neufeld	\$ 5,000	0.00	\$ 5,000
F	Director LeBourdais	\$ 5,000	0.00	\$ 5,000
G	Director Richmond	\$ 5,000	0.00	\$ 5,000
H	Director Wagner	\$ 5,000	0.00	\$ 5,000
I	Director Glassford	\$ 5,000	0.00	\$ 5,000
J	Director Pare	\$ 5,000	0.00	\$ 5,000
K	Director Anderson	\$ 5,000	0.00	\$ 5,000
L	Director de Vries	\$ 5,000	0.00	\$ 5,000
<b>Total</b>		\$ 60,000	\$ -	\$ 60,000

**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.*

## **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 Year-Round 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.*

### **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.

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### **CAO Comments:**

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### **Options:**

1. Receipt only;
2. Receipt and approve funds, indicating which Electoral Area Grants for Assistance budget(s) the funds are to be drawn from;

3. Defer.

**Recommendation:**

That the agenda item summary from Kathie Vilkas, Regional Economic & Community Development Officer, dated March 7, 2023 regarding a Year-Round Grant for Assistance Application from the Tatlayoko Field Station Society requesting \$1,000 for development of a birding program for schools in the Chilcotin, be received. *Further action at the direction of the Board.*