



**DIVISION ONE - GENERAL**

- 1.0 While it is not prescribed that the Township of Spallumcheen fund charitable or non-profit organizations through taxation, the Council will consider applications for grants-in-aid, although organizations are generally expected to support their own programs through fund raising efforts rather than continued assistance from the Township.

**DIVISION TWO - ELIGIBLE CATEGORIES**

- 2.0 By a vote of at least two-thirds (2/3) of the Council members, the Township may grant aid for, or to, the following:
- (a) Charitable institutions;
  - (b) Agricultural or horticultural societies holding exhibitions;
  - (c) A society or association organizing a public exhibition, game or contest involving athletic skills or sports, where private or professional gain is absent;
  - (d) An arts or cultural center maintained in the Township;
  - (e) A Board of Trade or Chamber of Commerce; and
  - (f) A body organized to advance the general interests of municipal affairs in the community, or celebrating an event of community interest.

**DIVISION THREE - APPLICATION GUIDELINES**

- 3.0 Organizations shall maintain residency or an office located in either the City of Armstrong or the Township of Spallumcheen, and must directly serve or benefit these two communities. In order to be considered, applications must include complete details of the following information:
- (a) Name of the organization, name and title of contact persons, address, and telephone numbers, including confirmation of non-profit or charitable status or society registration number.
  - (b) Brief history of the organization, its purpose, names of present Executive Members or Board of Directors.
  - (c) A copy of the organizations most recent audited or certified financial statements and current operating budget.
  - (d) Description of event or project for which the grant is requested, including a summary of the benefits that will accrue to the community should funding be approved.
  - (e) Details relative to efforts the organization has made to make it self-supporting.

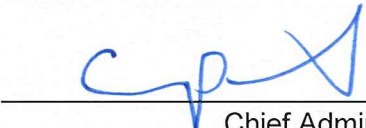
- (f) The amount of grant-in-aid.
- 3.1 The deadline for receipt of completed grant applications shall be **July 31<sup>st</sup>** of the preceding year for which the grant is requested.  
**(Amended August 8, 2016)**
- 3.2 Completed applications will be summarized and forwarded to the Township's Finance Committee for consideration of inclusion within the budget for the ensuing year.
- 3.3 Applications approved or denied shall be confirmed by Council resolution and conveyed in writing to the organization by the Administrator.
- 3.4 Unless otherwise determined by a unanimous vote of the Council, the maximum grant available for any purpose under Division 2.0 shall be the aggregate of the Township's latest Federal Government census multiplied by a per capita rate of \$2.00.
- 3.5 ~~Organizations under Division 2.0 shall be entitled to be considered for either a grant-in-aid, or a permissive tax exemption under Section 400, but not both.~~  
**(Amended August 8, 2016)**

**DIVISION FOUR - PAYMENT AND REPORTING PROCEDURES**

- 4.0 Grants approved by the Township shall be payable as at July 31<sup>st</sup> of each year, and at the discretion of the Township, approved grants in excess of \$2,500 may be remitted to an organization in six equal installments, ending December 31<sup>st</sup> of each year. The recipient will be informed in writing at the time the grant is approved if the Township chooses to remit in installments.

**DIVISION FIVE – EXTRAORDINARY COMMUNITY FUNCTIONS**

- 5.0 The provisions of this policy may be waived by a two-thirds vote of all Council members to consider applications for a grant-in-aid relative to an extraordinary community function arising from time to time within the boundaries of the Regional District of North Okanagan and can prove that it provides benefits to the residents of Armstrong-Spallumcheen.
- 5.1 By a vote of at least two-thirds (2/3) of Council members, the Township may authorize payment of a grant-in-aid for an extraordinary community function, up to a maximum amount of \$500.

Policy # 1850.001	Original Date of Adoption:	October 18, 1999
Date Amended:	March 3, 2003 March 5, 2007 October 22, 2007 August 8, 2016 (Effective January 1 <sup>st</sup> , 2017)	
	Certified Correct:	
		
	Chief Administrative Officer	