

TOWN OF WATSON LAKE

A STATEMENT OF POLICY TO ESTABLISH GUIDELINES WITH RESPECT TO FUNDING TO COMMUNITY GROUPS AND ORGANIZATIONS FOR SOCIAL, LEISURE AND RECREATION PURPOSES.

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Section 245 of the Municipal Act provides that a municipal council may by bylaw provide grants, gifts, or loans of money or municipal property to any person, institution, association, group, government or body of any kind. The Town has established a Policy which offers grants to community groups and organizations for social, leisure and recreation purposes.

In the interest of promoting social, leisure and recreational activities in Watson Lake, it is recognized that it is in the interest of both the Town of Watson Lake and municipal clubs and organizations to enter into financial agreements that benefit residents of Watson Lake.

Budget:

Council shall identify an annual allocation of monies for donations and grants for organizations operating within its municipal boundaries.

Process:

Submissions shall be reviewed by the Town of Watson Lake Staff and recommendations made to Council for final decision.

Applications:

Council shall identify three intake dates for applications from local organizations: September 15, January 15 and May 15. Clubs and organizations may apply once a year for funding. Funding is intended to support club activities in a broad way and should not be project-specific.

Criteria:

Written application should be made by the organization in a format that clearly addresses the following criteria. Grants and donations shall be evaluated using this criteria:

1. Depth of user base: how many residents participate in activities provided by the user group? Submit a list of paid membership and non-member users.
2. Number of volunteers: how many residents volunteer for the organization? What is the number of hours contributed by volunteers and what is the type of activity done by the members?
3. Fund raising initiatives: how pro-active has the organization been in raising revenue? What have they fundraised in the year and what are those funds allocated for?
4. Impact on community with regard to employment and spin-off benefits: how many people does the organization hire, what types of materials do they purchase within the community?

Does the organization attract visitors from outside the community to visit Watson Lake?  
Submit user statistics for the previous year.

5. What is the annual O&M of the organization (two year financial statements are required)? If this is a new club or organization, then a yearly budget is required. What other sources of funding has the group accessed within the last year?
6. Does the organization use Town facilities and what does that use look like – is it exclusive or cooperative- what will the Community receive for its contribution and what is expected of the Town?
7. What are the organization's long and short term plans for growth and attracting participants?
8. What initiatives does the organization conduct for its communication's strategy?
9. What is the historical relationship between the Town and the organization?
10. Is there any personal gain received by any of the key players within the organization? Are there any conflict issues? Is the organization transparent in its activities?
11. Clearly document the benefit to the Town that will result from their financial support.
12. Demonstrate collaboration and cooperation with a variety of other groups and organizations to achieve its goals.
13. Clubs and Organizations are not eligible to apply if alternative funding is available.

The above policy was approved by Council this 15 day of November, 2011.

Motion No.:

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Richard Durocher- MAYOR

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T.Close –Municipal Clerk