



100th Anniversary Grant Funding

Parks & Recreation
Policy K2

Policy:	K2 – 100 th Anniversary Grant Funding
Policy Department(s):	Parks & Recreation
Adoption Date:	August 19, 2013
Adoption Reference:	CM 20130819.1039
Effective Date:	August 19, 2013
Last Amended:	December 12, 2022

Policy Purpose

To provide a one-time grant up to a maximum of \$25,000 to a community within the County of Grande Prairie to enable them to commemorate the 100th anniversary of their community with a Capital improvement or a Community event.

Policy Statement

The County of Grande Prairie is committed to supporting the communities that fall within its borders. The County provides funding to not for profit community groups and organizations that support community-based programs and events, in order to foster community pride.

Definitions

“Applicant” means a community group that is established to plan and implement the 100th anniversary commemorative event or project. This can be a new committee formed for this specific function or can be an existing group or organization that has chosen to assume responsibility for the project. It does not have to be a formal society.

“Capital” means any tangible asset with an estimated useful life exceeding one year, including:

- Land or buildings;
- Facility construction, renovation or repair;
- Facility assessment, study, design or construction documents to support the above projects;
- Furnishings and/or equipment for use at community operated facilities; and
- Site improvements.

“Community” means a city, town, village, hamlets, residential subdivision or localized residential area with a minimum of five households or a school or church located wholly within the boundaries of the County of Grande Prairie.

“Community Group” means the organization, formal neighborhood association or informal group of people that would be responsible for coordinating and implementing the initiative or project



100th Anniversary Grant Funding

Parks & Recreation
Policy K2

“County” means the municipality of the County of Grande Prairie No. 1 having jurisdiction under the Municipal Government Act and other applicable legislation.

“Critical Infrastructure” means structural or mechanical elements of a facility that is integral to the basic function of the facility.

Policy Guidelines

Community Projects

1. Eligible expenses Include:
 - 1.1. Construction of a new commemorative facility or project
 - 1.2. Non-critical expansion or rehabilitation of an existing facility or project
 - 1.3. Community celebration or event
2. Non-eligible expenses include:
 - 2.1. General operation costs
 - 2.2. Critical Infrastructure replacements (replacing pumps, furnaces, roof etc.)
 - 2.3. Wages or honorariums

Funding

3. Applications will be brought forward to Council by the Parks and Recreation department with funds coming from the Community Grants Reserve or other funding source to be determined by Council.

Applications for funding

4. Applications must include:
 - 4.1. Total budget for the program or project with quotes;
 - 4.2. Program or project objectives;
 - 4.3. Application information (names of members);
 - 4.4. Community support for the program or project; and
 - 4.5. A plan for ongoing maintenance of the project if applicable.
5. Applicants must demonstrate that the opportunities being provided are open for the use and enjoyment of all County residents. If user fees are charged, all users will be charged at the same rate. Applications should also provide evidence that there is a large volume of community involvement, volunteerism and/or fundraising.

Reporting

6. Grant recipients are required to meet the following responsibilities or jeopardize their opportunity to receive the anticipated funds or be considered for future grant funding:



100th Anniversary Grant Funding

Parks & Recreation
Policy K2

- 6.1. A duly authorized volunteer of the Applicant must sign a conditional grant agreement and meet the conditions outlined therein.
- 6.2. Expense the grant funds in the year received or make a special request to Council to carry over funds into the next calendar year, with Council having the authority to reclaim the funds or allocate otherwise.
- 6.3. Complete an Acknowledgement of Compliance as per Schedule “A” and attach applicable photos and invoices as a final report before December 31 of the year in which grant funding was received.

Recognition Requirements

7. All grant recipients must work with the County to publicly recognize the contributions that the County made to their project as reasonably requested by Council.

Attachments

Schedule A – Acknowledgement of Compliance

References

Legal Authorities	Municipal Government Act, RSA 2000, c M-26 Freedom of Information and Protection of Privacy Act
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Policy K14 – Operating Assistance – Facilities Policy K6 – Community Assistance Grant Policy K10 – Capital Grant
Other	100 th Anniversary Grant Funding Application – available on County website Community Anniversaries – Building Communities through Arts and Heritage (Federal grant)

Revision History

Review Date	Description
December 12, 2022	Reviewed and Amended CM20221212.014
March 7, 2016	Reviewed and Amended CM – 20160307.1011
August 19, 2013	Adoption Date CM – 20130819.1039



100th Anniversary Grant Funding

Parks & Recreation
Policy K2

Schedule A – Acknowledgement of Compliance

100th ANNIVERSARY GRANT

Organization:

File No:

Return completed form to:
County of Grande Prairie No. 1
Parks & Recreation Department
10001 – 84 Avenue
Clairmont, AB
T8X 5B2
parksandrecreation@countypg.ab.ca

Project	Amount
	\$

I certify that the following information is true and correct:

The entire grant, (plus any income earned, if applicable) was used for the purpose(s) stated in Schedule “A” of the original conditional grant agreement, without material alteration, as signed by the County of Grande Prairie No.1 on _____ or as amended on _____.

The grant (plus any income earned, if applicable) was expended and the work was completed by December 31, _____ or by _____.

The Organization did not use any portion of the grant to pay for any item not associated with the project.

The Organization did not use any portion of the grant to pay for work done or materials obtained before the original conditional grant agreement was approved by the County; and

Signature of Duly Authorized Signing
Officer

Print Name

Telephone Number

Date