

THE RURAL MUNICIPALITY OF ST. CLEMENTS

POLICY MANUAL

Title: Annual Recreation Service Provider Operations Grant	
Section: Finance	Index: 413
Date: March 2016	Authority: 2016-165

1. **Supercedes.** 407
2. **Purpose.** This policy details guidelines for use in the distribution of annual grants.
3. **Rationale.** Council recognizes the value of recreational, cultural and other initiatives delivered to our community. In recognition of the value of these services, financial assistance may be awarded by Council to organizations providing these services to St. Clements residents.
4. **Definition.** A Recreation Service Provider Operations Grant is available to incorporated non-profit organizations has a primary purpose of providing services to the residents of St. Clements. The intent of this grant is for operational purposes only. Capital Grants shall be applied for separately under policy (X). For the purpose of this policy the annual service providers are as follows;
 - a. East Selkirk Recreation Association
 - b. RM of East St. Paul
 - c. Grand Marais Recreation Centre
 - d. Gordon Howard Centre

Should Council deem additional organizations as annual this policy shall be revised by resolution.

5. **Application.** Requests for grant funding must be received in writing annually. The requesting organization must be provide;
 - municipal membership should be estimated between partnering municipalities
 - Operating Budget
 - Financial Statements, including a Balance Sheet and Income Statement

Whenever possible, grant applications and a copy of the proposed annual budget should be received by the Municipal office no later than November 30, for awards in the subsequent fiscal year. Further, by May 15 of each year grant recipients must submit a complete financial statement for the previous year. No grant funding shall be released without a financial statement.

6. **Funding Source** – The Municipality shall fund these grants from the Provincial VLT Grant
7. **Conditions of Award and Disbursement.** Any amount granted remains at the discretion of Council and is dependent on the overall funding available.

8. **Insurance.** Premiums for any facility currently named in the municipal insurance policy and covered for liability, building and contents, may be deducted by the Municipality from any grant awarded.
9. **Secondary Purposes.** Grants are awarded for the purposes of the original request. Failure to apply monies received to such purpose, passing of grant monies to other organizations, or other unapproved use of funds may be considered negligible. Recipients may forfeit further awards.