

Title: Community Grants	Policy No: 5.56 Supersedes: Amended June 28, 2022
Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT <input type="checkbox"/> General Manager	Effective Date: June 29, 2022 Review Date: June 29, 2027
Policy Statement: Council's vision for a safe and livable community is supported by a network of organizations that contribute to the wellness and vitality of the community. Funding will be allocated to the Community Grants program as part of the City's business planning process and Community Grants will be awarded to organizations that provide valuable community services in support of strategic priorities.	
Purpose: It is recognized that community organizations contribute greatly to the quality of life for citizens and the community. The purpose of this policy is to establish open and transparent guidelines for the evaluation and distribution of Community Grants, respecting the limited financial resources available for this purpose.	
Definitions: Community Grant: means one-time funding provided to a local non-profit organization for a project or event that meets the eligibility criteria outlined under Eligible Requests . Community Grant Review Panel: means a panel of staff that evaluates grant requests against policy guidelines and provide Council with recommendations for allocating the annual Community Grant Budget. Eligible Requests: means the following requests, submitted on a completed application with financial statements from the most recently completed fiscal year, would be eligible for funding from the Community Grant Program: <ul style="list-style-type: none"> • requests to fund one-time items or events, or • requests for bridge funding while an organization works to secure long-term stable funding, or • requests that will allow a community group to leverage additional funding from other agencies, or • requests for services that are not duplicated in the private sector • Citizens of Maple Ridge are the primary beneficiaries of services provided by the local non-profit organization. 	

Strategic Priorities: means priorities as outlined in the current Strategic Plan.

Evaluation Criteria: means the following criteria that will be used to evaluate grant requests:

- The organization is a registered not-for-profit or charitable community organization based in Maple Ridge that has been in operation for more than one year
- The proposed service, project or event supports one or more Strategic Priorities:
- The citizens of Maple Ridge are the primary beneficiaries of the services provided by the organization
- The proposed service, project or event will be sustainable past the support of the grant funding
- The organization has a proven track record of working collaboratively with other community partners

Key Areas of Responsibility

Action to Take

1. Review grant applications received
2. Prepare report to Council
3. Authorize distribution of Community Grants
4. Distribute grants

Responsibility

Review panel
Review panel
Council
Finance