

Donations and Recognitions Policy

2A.003

Section: 2.0 General Government and Administrative Services
- A. Governance

Authority: Chief Administrative Officer

Statement

The Municipal District of Bonnyville (M.D.) will establish guidelines for evaluating requests for donations to organizations, special events, individuals and sport groups.

Purpose

To provide support to individuals and groups who represent this municipality.

Procedure

All requests for funding shall be in writing with as much information as possible describing and supporting the request(s). Funding requests that are not specifically outlined in this policy must be ratified by Council.

Definitions

For the purposes of this policy:

- (1) "Council" means the duly elected Council of the M.D.;
- (2) "Local" means within the official boundaries of the M.D., City of Cold Lake, Town of Bonnyville and Village of Glendon;
- (3) "Youth Sports" means any team or individual(s) involved in a sporting competition and the team(s) or individual(s) are 17 years of age or younger.

Policy

- (1) Youth Sports
 - (a) Local sport teams who have qualified to advance to a provincial, national or international level where travel is required are eligible to receive a grant to a maximum amount of \$500.00 for this travel purpose.
 - (b) Local school sport teams or organizations who are hosting a provincial, national or international competition or event within the local area are eligible to receive a grant to a maximum of \$1,000.00 for this purpose.
 - (c) Local minor sport teams who are hosting a provincial, national or international competition or event within the local area that require facility rentals are eligible to receive a grant to a maximum of \$4,000.00 for this purpose.
 - (d) Individuals who reside within the M.D. and are participating in an individual sport that has qualified to advance to a provincial, national or international competition where travel is required, are eligible to receive a grant to a maximum of \$100.00 for this travel purpose.

Date Adopted: May 9, 1996

Resolution No: 96.239

Date Reviewed₍₀₁₎: February 27, 2013

Resolution No: 13.098

Date Amended₍₀₂₎: February 3, 2021

Resolution No: 21.104

- (e) The M.D. will not distribute funding to:
 - (i) teams or individuals who choose to compete in a tournament; or
 - (ii) school field trips.
- (2) Other Groups
 - (a) Charitable Groups: Unless it can be shown that a particular group can benefit the M.D. in some way, the municipality will not support charitable groups. Instead, the organization may be directed to an alternative source of funds pursuant to *Policy No. 3C.011 Community Association Operating and Capital Grant Policy* or *Policy No. 3C.012 Community Action Grant Policy*.
 - (b) Youth Groups: Where possible, youth groups will be encouraged to participate in the annual Hamlet/Municipal Roadside Clean-up program as a suggested fundraising source.
 - (c) Individuals / Organizations: The M.D. will give municipal pins to either individuals or organizations to maintain good public relations.
 - (d) Birthdays: Upon being contacted by a ratepayer the municipality will honour birthdays for 80, 90, and 100 years of age by either presenting or sending a plaque of the milestone acknowledgement
 - (e) Anniversaries: A plaque will be presented or sent to honour an anniversary that commemorates:
 - (i) the 100th year of the existence of a family homestead when that homestead has been consecutively owned by the original family; and
 - (ii) a 50th wedding anniversary and every tenth 10th wedding anniversary thereafter, as well as a 75th wedding anniversary, of a living couple.
 - (f) Graduations: Grade 12 graduating classes may receive an amount of \$500.00 for drug and alcohol-free graduation events or venues, per school, per year.
- (3) Processing of Requests
 - (a) The Chief Administrative Officer or approved delegate will approve and process the payments of grants and/or the giving of items outlined in Section 2 when these requests are deemed to meet the eligibility requirements outlined in this policy.
 - (b) Official funding request(s) will be presented to Council for approval when those request(s):
 - (i) exceed budgeted amounts for the fiscal year; or
 - (ii) do not qualify under the terms of this policy.
 - (c) Payments issued under the authority of this policy will be summarized and presented to Council for information purposes at the Council meeting following the payout.

Review Period

Within five (5) years from date adopted / amended / reviewed.

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For administrative use only:

Previous Policy Number: (prior to July 24, 2019)	10.12.11
Related Documentation: (plans, bylaws, policies, procedures, etc.)	Policy: Community Association Operating and Capital Grant Policy (#3C.011) Policy: Community Action Grant Policy (#3C.012)

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