



2023-2024 Grants and Donations Community Development Fund Overview

PURPOSE OF THE FUNDS: The Township of Wellington North values the important role that not-for-profit organizations and community groups play in delivering events and projects that support our community. The Grants and Donations Community Development Fund provides funding aimed at enabling local groups to plan, develop and implement community development, based projects and events. The project should meet local needs, involve, and empower local people and have an aim of sustainability. This fund provides an opportunity to do more than just financially support a project or group and is intended to facilitate the provision of ongoing benefits to the community.

FUNDING: Funding is made available through the Grants & Donations Community Development Fund to eligible organizations through a competitive process. The total amount available each year is approved by council as part of the annual budget process. In 2023 \$40,000 in funding was approved.

COMMITTEE REVIEW PROCESS: Applications can be submitted anytime after April 1st, 2023 however all applications must be **submitted by March 31st, 2024**. Staff will review the applications and prepare a report for council approval and all applicants will be notified of the decision by the end of April 2024.

APPLICATION COMPLETION: Events and projects should be developed using a high degree of participation and engagement with community during the planning and development stages. Partnerships between organizations to deliver events and projects are strongly encouraged. In-kind funding from organizations applying and partnering organizations is also encouraged.

Special consideration will be given to ensuring all identified categories are represented:

- Scholarships
- Partnership and Collaboration Projects such as marketing programs and related materials, awareness/educational campaigns, etc.
- Fundraisers
- Community Enhancement / Beautification such as signage, horticulture initiatives, etc.
- Civic Pride / Awareness
- Events
- Establishment of NEW events
- GROWING existing events
- Township of Wellington North Facility Fee Waivers

Financial Statements must be provided upon request. Failure to provide financial statements when asked could result in an application being declined.

Funding as it relates to the sponsorship/ promotion of culturally significant initiatives such as the promotion of the arts, live arts, exhibitions and/or oral storytelling shall be directed to apply to Wellington North's Cultural Roundtable Programming Funding.

Implementation of recreation projects or enhancements at existing Community facilities, new services, or new facilities in Wellington North with the intent of enhancing the overall well being of the community should be directed to the Wellington North Community Fund administered by the Centre Wellington Community Foundation.

FUNDING CONDITIONS: Events and projects must be covered by liability insurance and Organizations seeking retroactive funding for events or projects that have already started or have been completed will not receive funding. Events and projects must be not-for-profit.

ELIGIBILITY: Not-for-profit community organizations may apply for funding to deliver events and projects in the Township of Wellington North.

APPLICATION PROCESS: Applicants must complete the application form. Application forms are available at www.wellington-north.com or by contacting Dale Small at dsmall@wellington-north.com or 519-848-3620 ext. 4234 or Cathy Conrad at cconrad@wellington-north.com or 519-848-3620 ext. 4221.

REPORTING: A brief report on the outcome of the event is required (highlighting attendance, community engagement, future of the event or project, etc.). This requirement can be waived in some instances especially where the funding is an annual request.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT: The Township of Wellington North may promote the program and reserves the right to use approved and funded projects as examples in promotional programming. The Township may promote an approved project by using photographs and descriptions of the project in promotional materials.

PAYMENT OF THE GRANT: Applications for which grants have been approved will be notified in writing and funds will be disbursed by cheque made payable to the organization. For grants that are Fee Waivers no cheque will be issued, and the Township will process the appropriate accounting transaction once the event has been held.

LIMITATIONS OF LIABILITY AND INDEMNIFICATION: Township staff, officers and agents shall be indemnified against any actions or outcomes from any approvals granted.