

# Municipality of Meaford

## Corporate Policy

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**Policy:** Community Well-being Bursary Program

**Division:** Council (Legislative Services)

**Last Revision:**

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### Policy Statement

The Municipality of Meaford is committed to supporting community partners providing programs, services and events that enhance the well-being of residents and visitors of the Municipality of Meaford. This recognition and financial support demonstrate the Municipality's commitment to community well-being, while enabling recipients to leverage other funding and support volunteer contributions. This is in keeping with the Municipality of Meaford's vision, mission and values, as well as the objectives of the Well-being Program.

### Purpose

This policy provides guidance on Community Well-being Bursaries to ensure the program meets Council's strategic priorities, while producing the greatest benefit to community safety, and well-being.

It provides a framework to evaluate and consider applications against the goals and objectives of the Well-being Plan, specifically adopted by Council.

## Definitions

“Bursary” means a monetary amount awarded to a community group or not-for-profit organization for the purposes of providing events or services to residents of the Municipality.

“Municipality” means the Municipality of Meaford.

“Not-for-Profit Organization” means a not-for-profit corporation, charity or other community group that does not earn profits for its owners. All of the money earned by or donated to a not-for-profit organization is used in pursuing the organization’s objectives.

“Well-being Plan” means the plan that acts as the Municipality’s Community Safety and Well-being Plan, as legislated under the Comprehensive Ontario Police Services Act, 2019.

## Policy Requirements

The Community Bursary program is designed to provide committed funding throughout a term of Council to community groups and not-for-profit organizations operating in the Municipality of Meaford. Consistent funding allows bursary recipients to plan for the future and reduce the administrative requirements associated with annual grant applications.

Funding should be used to develop or enhance events, programs and services that strengthen the well-being of residents of the Municipality.

### Budget

Council will determine the total funding envelope for Community Bursaries at the start of each term of Council.

No organization shall receive more than 10% of the overall funding.

### Funding Decisions

Applications from community groups shall be sought at the beginning of each term of Council.

Council shall consider applications at a Special Meeting, at which applicants will be invited to make a short presentation.

Successful applicants will receive funding annually, at a consistent amount, for the four year term of Council.

## Qualifications for Funding

1. The applicant must be a community group, not-for-profit or charitable organization operating in the Municipality of Meaford.
2. Events, programs and services must occur in the Municipality of Meaford or be shown to have a direct benefit to community safety and well-being in the Municipality of Meaford.
3. Applicants must demonstrate how the bursary will result in an enhanced event, service or program for municipal residents, and how the event, service or program aligns with Council's Strategic Priorities.
4. Applicants must demonstrate sound organizational and financial management abilities.

## Criteria

Applications will be evaluated based on the following:

- alignment with one or more of the priority areas of focus outlined in the Well-being Plan
- contributions to community safety and well-being
- promotion of the Municipality's vision, values, and strategic priorities
- good financial management and organizational ability
- other partners, other sources of funding, support of volunteers

## Ineligible Costs and Groups

Bursaries cannot be used:

- To cover deficits or borrowing costs
- To retire debts
- To increase endowment funds
- To meet fundraising targets
- To fund activities that serves primarily the membership or purposes of religious or political organizations.

Bursaries may not be used to cover the costs of alcohol, consultants, or personal equipment.

Organizations who have failed to present satisfactory reports will not be eligible for future funding.

## Reporting

A summary of grants awarded will be published by the Municipality of Meaford after they are awarded.

Bursary recipients will be required to provide an annual update to staff and to make a presentation to Council at least once per term of Council to provide updates on the use of Bursary funds, and the impact of their program and/or event on the community.

## Implications

a. Community

The Community Bursary program aims to support community initiatives that enhance community safety and well-being. Through this support, it is hoped that other funding may be leveraged and volunteers can be supported, attracted and retained.

b. Financial

The Municipality of Meaford is committed to sound fiscal management. The funds must support community needs. Grantees are also required to show good financial stewardship and organizational ability. Final reporting will ensure accountability for the funds received.

## Monitoring

The Clerk, on behalf of Council, shall be responsible for receiving complaints and/or concerns related to this policy. The Treasurer shall monitor the financial matters related to this program.

## Authority

This policy is established pursuant to Section 107 of the Municipal Act, 2001 which allows a municipality, subject to section 106, to make grants, on such terms as to security and otherwise as the Council considers appropriate, to any person, group or body, including a fund, within or outside the boundaries of the municipality for any purpose that Council considers to be in the interests of the municipality.

## Contact

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## Change History

Policy Name	Effective Date	Significant Changes	By-law No.
Community Grants	2016	New policy; replaces Annual Municipal Finance Assistance Program	76-2015
Community Bursaries	2019	Amended Policy, replaces Community Grant Policy	2019-27
Community Well-being Bursary	2022	Amended Policy	2022-61