

VILLAGE OF EMPRESS

Title: Not for Profit Support Policy	Policy Number:11-03
Effective Date: September 20, 2013	Review Date: December 21, 2017

Not for Profit Support Policy

Intent

To provide assistance to organizations and groups who provide services within the Village of Empress for the common good of residents, primarily recreational, arts and cultural, environmental and community-related activities intended to fulfill the goals of the strategic plan.

Eligibility:

An organization must meet the following general criteria in order to be considered for support from the Village of Empress.

1. Operate as a not-for-profit organization.
2. Be based in the Village of Empress or surrounding area, or contribute to preserving the history and culture of Empress and area. Membership and programs must be open to all citizens, and services, programs and activities must be of benefit to Empress citizens.
3. Those organizations actively involved in serving a large number of children, youth or seniors will be given preference.
5. Demonstrate a willingness to co-operate as much as possible with the programs and activities of other community organizations, especially those in its own sector (e.g. recreation, social services, culture/heritage, etc.).

Guidelines

Requests must be in writing.

In evaluating requests, Council and Staff will consider:

- i) the contribution that the service, program or activity makes to the life of the community;
- ii) the effectiveness and quality of the service, program or activity;
- iii) the fiscal viability and accountability of the organization and of any specific service, program or activity for which funding is being sought;
- iv) the degree of community involvement in the service, program or activity.

Formal notification of the decision will be sent to the applicant following decisions at Council.

Requests that do not involve money or are covered in the budget may be approved by the CAO, and reported to Council at the next Council meeting.

Requests that involve money or in-kind donations that are not in the budget, must go to Council for approval.

Equipment may be used to assist local non-profit organizations. The CAO may authorize the use of Municipal Equipment to assist local non-profit organizations. All such use shall be recorded and reported to Council. Municipal Vehicles are not available for use by non-profit organizations.