

TOWN OF STONY PLAIN

<p style="text-align: center;">POLICIES MANUAL</p> <p style="text-align: center;">Community Initiatives Grant Program</p>	<p>Date: July 8, 2013 Resolution No: 222/07/13/SP Replaced/Amended:</p>
	<p>Department: Community Services Division: Community Services</p>
<p>The Community Services Department or designate shall be the approving authority for this program.</p> <p>Submissions for the Community Initiatives Grant Program will be accepted throughout the year. An annual allocation of up to \$2,000 may be applied for per organization. Full funding may not be awarded for every application.</p> <p><u>Purpose</u></p> <p>The Community Initiatives Grant Program (CIGP) has been established to assist Town of Stony Plain community organizations or individuals with costs related to hosting major events, programs and/or activities. The policy is designed to encourage community organizations to bid on major competitions, thus bringing tourism dollars into the community. Events must be of a cultural, fine arts or sporting nature. Extraordinary events/functions may apply.</p> <p><u>Procedure</u></p> <ol style="list-style-type: none">1. Stony Plain organizations or individuals must complete a CIGP application form at least eight (8) weeks prior to the scheduled event date to allow for proper review. Applications received without eight (8) weeks notice may not receive funding.2. Funding may be used for:<ul style="list-style-type: none">• Facility Rental• Marketing & Promotion• Materials & Supplies• Volunteer Expenses• Equipment Rental3. Preference will be giving to applications that include:<ul style="list-style-type: none">• Youth• Seniors• Arts & Culture• Sport & Recreation• Economic Development & Tourism4. Local government or quasi-government agencies hosting a one-time event of significant importance (Quasi-government may be: school board, hospital board) may be eligible at the discretion of the Director of Community Services.	

TOWN OF STONY PLAIN

5. All functions shall be responsible to provide their own labor for set-up and dismantle, or a fee shall be charged if the labor is to be provided by the Town of Stony Plain. The fee will be at the current labor/equipment rate.
6. All applications will be reviewed by the:
 - Director of Community Services
 - Two (2) members of the Community Services Department

