

	Council Policy	
	Classification Administration & Finance	Policy No. AF 6.5
	Policy Title Recreation Special Project Funding	
	Approved By: Council	Effective Date: April 12, 2017

Purpose

To establish the criteria for funding to construct or enhance recreational facilities to serve the needs of the County’s rural population, outside of the Town of Stettler with the exception of properties owned by the Stettler Agricultural Society, and to ensure that this fund is renewed annually through taxation to be established by Council.

Statement

Council, upon receipt of a properly completed application form from a community group, association or non-profit society within the County of Stettler No. 6, and properties owned by the Stettler Agricultural Society, can authorize funds for the construction, repair or renovation of recreational facility’s needs.

A maximum of \$50,000.00 is available each year for Special Recreation Funding and council has committed another \$50,000.00 into a County of Stettler No. 6 Capital Recreation Reserve.

Responsibilities

The **Regional Recreation Board** collects and evaluates the applications according to a procedure and criteria established by the Regional Recreation Board and makes recommendations on the funding allotment to the County of Stettler No. 6 Council.

The **County of Stettler Council** is responsible for approving the allocation of Recreation Special Project Funding, taking into consideration the recommendations made by the Rural Recreation Board. Ultimately, the County of Stettler Council is responsible for the expenditures and can choose to make funding commitments that differ from the Regional Recreation Boards recommendations.

Guidelines

1. **Eligibility Criteria:** The group, association or non-profit society must have been in existence at least two years as of the October 31 deadline and operate within the

County of Stettler No. 6.

2. The County of Stettler No. 6 will provide in a written format the guidelines for an application for Recreation Special Project Funding including:
 - a. A detailed description of the proposed project and identify if it is part of a phased plan. If more than one project is applied for, provide a detailed description for EACH project
 - b. Current financial statements of the association, club or non-profit society.
 - c. A description of how the project is to be funded, i.e. other grants, matching grants, volunteer labour, fundraising activities. This information is required for EACH project.
 - d. Sustainability - to include group's membership's list, how the facility is to be maintained, how often it is used and type of usage.
 - e. A demonstration of community support, i.e. letters from other community associations, project participants, municipal councils, Board of Trade members or evidence of public meeting participation.
3. The deadline for applications is October 31st, annually.
4. The County of Stettler No. 6 will notify applicants in writing of Council's decision.
5. All projects must be started within one year and completed with a final accounting to the satisfaction of the County of Stettler No. 6 within 2 years of approval, however, each applicant may apply for an extension upon approval from the Chief Administrative Officer or designate.
6. Additional information may be requested by the County of Stettler No. 6 or the County of Stettler Recreation Board.

Policy Authorization

Reeve Signature	Effective Date	Resolution Number
	April 12, 2017	113.04.12.17