



2010 COMMUNITY GRANT PROGRAM INFORMATION AND GUIDELINES

Purpose: The purpose of the Community Grants program is to provide financial assistance (i.e., services in-kind or monetary value) to non-profit, community-based organizations that provide direct programs, services or activities that enhance the quality of place and economy for County of Prince Edward residents in the areas of social services and health, arts, culture, heritage, recreation or the environment.

There are 3 different Community grant streams including:

Community Project Grants seed money or in-kind support for a specific project for which the amount requested is up to \$1,000.

Community Investment Grants funding or in-kind support for a project, special events, specific programs or operating budgets for which the amount requested is \$1,000 to \$5,000.

Community Service Grants for special purpose or for municipally mandated services, amounts greater than \$5,000. This grant stream is considered separately by Council and is not part of the grant application process. The organization requesting funding under this stream applies directly to Council with full budget impacts and justification for funding level.

These funding streams are further defined as projects/events, activities or programs that support, sustain, promote, inform/educate, celebrate, preserve and/or provide access to:

Arts: creative activity by professionals or non-professionals in various fine and applied art forms including but not limited to: visual, performing and performance, literary, media, and decorative arts;

Culture: beliefs, customs and traditions of certain communities, societies, or cultural groups relating to language, ethnicity, race gender, sexual identity, disability, religion, class, and diversity;

Environment: beautification, conservation, documentation, interpretation, preservation, restoration, and research of the environment/natural heritage (air, water, flora, fauna, and natural landscape);

Heritage: identification, documentation, interpretation, or preservation of built heritage (structure, building or group of buildings, landscape), cultural heritage (archaeology, archives, genealogy, monuments, museums and galleries/collections), historic people and events, and traditions (customs and beliefs);

Recreation: activities contributing to physical, mental and social well-being with a focus on prevention; access to housing, food and clothing, freedom from violence.

COMMUNITY PROJECT GRANTS

Eligibility Criteria

To be eligible for funding applicants must:

- Be a new or existing not for profit, community group or organization, and
- Be located and conduct the majority of activities within the geographic boundaries of the County of Prince Edward

What/Who is not eligible for Community Project Grant:

- Organizations receiving Community Investment Grants or Community Service Grants
- Individuals
- For-profit businesses
- Organizations with political affiliations
- Organizations serving as funding sources for others, e.g. Service Clubs
- Faith organizations where services/activities include the promotion and/or required adherence to a faith
- Hospitals, clinic-based services or medical treatment programs
- Fund-raising events
- School boards, primary and secondary schools, post secondary institutions
- Programs within legislated mandates of other government or city departments
- Provincial/national organizations unless a local chapter exists to service the residents of the County of Prince Edward
- Organizations receiving 80% or more of funding from senior levels of government
- Organizations that conduct the majority of their activities outside of the County
- Costs for major capital equipment/renovations and minor renovations; and financing of deficits

Assessment Process

Applications will be reviewed in detail and recommended by a Community Grants Committee comprised of the Commissioner of Recreation, Parks and Culture, and three Council members. The Mayor, Head of Council, is ex-officio on all committees and is entitled to participate and vote on any committee. The Committee will recommend applicants for Council approval. There will be no appeal process. As the requests for financial support may exceed the funds available, this is a competitive process. Applicants are not guaranteed funding.

COMMUNITY INVESTMENT GRANTS

Eligibility Criteria

To be eligible for funding, applicants must:

- Be a new or existing not for profit, community group or organization, and
- Be located and conduct the majority of activities within the geographic boundaries of the County of Prince Edward
- Have demonstrated sound financial management and good standing with the County;
- Be able to demonstrate that they provide those services and programs in an effective, accessible, open, and inclusive manner.

What/Who is not eligible for Community Project Grant:

- Organizations receiving Community Investment Grants or Community Service Grants
- Individuals
- For-profit businesses
- Organizations with political affiliations
- Organizations serving as funding sources for others, e.g. Service Clubs
- Faith organizations where services/activities include the promotion and/or required adherence to a faith
- Hospitals, clinic-based services or medical treatment programs
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Applicants for EITHER funding program should demonstrate:

- Objectives of the County as outlined in the Municipal Strategic Plan, Economic Development Plans and the Cultural Plan
- Community need for proposed activity or service;
- Community support (funding support or sponsorship from other organizations, local businesses, industry, service clubs);
- Community benefit/impact;
- Financial need
- Sound financial management and revenue generation (accurate records, responsible budget, various sources of income; if deficit, then reduction plan);
- Accountability/mechanism for evaluation (identification of key performance measures and outcomes);
- Feasibility (organization's ability to complete the proposed activity or service);
- Evidence of community collaboration, partnerships;
- Impact of previous year's funding support.

Application Process

Applications will be open and advertised. Applications for this funding, utilizing the specified application form, will be accepted by mail or in person at Shire Hall, until **February 15, 2010 by 4:00 p.m. in the Treasurer's office:**

Attention: James Hepburn, Treasurer
County of Prince Edward
Shire Hall
332 Main Street
Picton, ON K0K 2T0

Please note that **no exceptions** will be made. Late or incomplete applications will not be considered. The Treasurer's office will provide administrative support to the Grants Review Committee. Applicants will be notified of the results of the competition in writing, following the approval of the budget, in early May 2010.