

## **POLICY**

**TITLE:** Municipal Assistance for Individuals, Community Organizations and Businesses

**NUMBER:** PLCY-CL-2008-0001

**CATEGORY:** Corporate

**DATE:** September 2, 2008

**REFERENCES AND RELATED DOCUMENTS:**

- Report # REC 2008-0035
  - Procedure - How to Apply for Municipal Assistance
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**PURPOSE:**

To provide support to individuals, community organizations, groups and businesses that maintain and improve the quality of life for the residents of Halton Hills by providing facilities and services.

The Town of Halton Hills believes that governments, community organizations, businesses, groups and individuals have a shared responsibility to provide community services. As a result, the Town of Halton Hills allocates municipal funds and resources to support community based initiatives through a Municipal Assistance Program.

This policy uses the following framework to guide how funds and resources will be allocated.

**DEFINITIONS:**

- Individual: a resident or business owner who pays property taxes to the Town of Halton Hills, directly or indirectly.
- Group: two or more individuals who share a common purpose.
- Community Organization: duly constituted group, club, association or society.
- Business: commercial entity that pay taxes to the Town of Halton Hills, directly or indirectly.

## **SCOPE/STAFF PRIMARILY AFFECTED:**

- The scope of this policy affects individuals, groups, community organizations and businesses located in Halton Hills for local activities/events.
- This policy affects all departments within the Town of Halton Hills and is managed through the Recreation and Parks Department.

## **POLICY DETAILS:**

The Municipal Assistance Program allocates funds and resources to individuals, groups, community organizations and businesses that support the following strategic priorities of Council as contained in the Town's Strategic Plan.

- Foster a Healthy Community
- Preserve, Protect and Enhance Our Environment
- Foster a Prosperous Economy
- Preserve, Protect and Promote Our Distinctive History
- Preserve, Protect and Enhance Our Countryside
- Achieve Sustainable Growth
- Provide Sustainable Infrastructure & Services
- Provide Responsive, Effective Municipal Government

## **ELIGIBILITY**

- Proposals can be received from any Halton Hills individual, group, business or community organization in good standing with the Town.

## **INELIGIBILITY**

The following organizations are not eligible for Municipal Assistance as outlined in this policy:

- Faith organizations
- Political affiliations
- Service Clubs
- Hospitals, clinic based or medical treatment services
- Educational Institutions
- Government (Federal, Provincial, Regional and municipal)

Consideration may be given to the organizations noted above for activities/events that support the strategic priorities of Council as contained in the Town's Strategic Plan and Municipal Assistance Policy.

Fundraising activities/events are only eligible when 100% of the net funds raised are

directed back to a Town facility, program and/or service.

### CRITERIA

Proposals for Municipal Assistance must demonstrate to the Town that the aims, objectives and activities of the proposal are of benefit to the community and support the strategic priorities of Council as contained in the Town's Strategic Plan.

The following criteria will be used to evaluate proposals submitted for Municipal Assistance:

- Benefits the majority of residents.
- Affordable, accessible, inclusive and diverse.
- Demonstrates collaboration, positive community engagement and civic pride.
- Promotes volunteerism, participation and leadership development.
- New or complimentary to existing services.
- Facilitates self-sufficiency and/or sustainability.
- Promotes efficient/effective use of municipal resources.
- Fosters a healthy, safe and active community.

### **PROCEDURES:**

- Procedure - How to Apply for Municipal Assistance

### **POLICY REVIEW:**

- Council recommends that staff monitor and document policy changes for consideration by the Community Affairs Committee annually and upon the update of the Town's Strategic Plan.