



## **Town of The Blue Mountains Grants and Donations Program Guidelines and Criteria for Community Donations for COVID-19 Approved 06/01/2020**

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The Town of The Blue Mountains Council through the Grants and Donations Committee of Council will consider requests from groups or individuals that demonstrate an ability to meet pre-established guidelines and criteria, as listed below and approved by The Grants and Donations Committee and Council.

The Town of The Blue Mountains COVID-19 Recovery Task Force via the Grants and Donations Committee has successfully raised funds to address possible food and essential living insecurity issues in the community resulting from COVID-19.

### **Guidelines and Criteria**

1. The Grants and Donations Committee is asking that the applying organization submit a letter indicating how they can assist the Town in providing COVID-19 related food/grocery/essential needs support to the community resulting from COVID-19.
2. Grants are given only to not-for-profit organizations which, in the judgment of the Grants and Donations Committee of Council, make a unique contribution to the food/grocery/essential needs support of the community.
3. The food/grocery/essential needs support to the community must be located in our community and supply food/grocery/essential needs support to the Town of The Blue Mountains community.
4. The Grants and Donations Program funds operating projects, events or activities only, and does not fund capital projects or debt payments.
5. Organizations eligible must demonstrate managerial expertise and good financial management. Only one application letter per organization will be accepted for consideration.
6. The applicant's organization, within the fiscal year, must spend grant funding on the purpose for which it was awarded. Note: As part of the application consideration process, the Grants and Donations Committee encourages applicants to make themselves available for a presentation and interview process that will be public.

Note: Grants and Donations Funding cannot be used to fund/pay off deficits.

Note: All organizations meeting the criteria will not necessarily receive a grant or the amount for which they applied. Grant allocations are dependent on individual application letter review and the amount of grants and donations funding available. Each application letter will be reviewed by Town Staff prior to review by the Grants and Donations Committee of Council. All applicants will be notified of the results from the initial review prior to the applications being presented to the Committee of the Whole for decision. Below is the proposed timeline for the program:

| Date               | Action  |
|--------------------|---|
| September 18, 2020 | Release Guidelines and Criteria on the Town’s web site.   |
| October 2, 2020    | Applications are closed and should be submitted to <a href="mailto:finance@thebluemountains.ca">finance@thebluemountains.ca</a> . |
| Week of October 5  | Grants and Donations Committee will make recommendations to Council.  |
| October 19, 2020   | Council approves the recommendation of the Grants and Donations Committee.  |

The amount of funds available to be distributed will be determined by the Grants and Donations Committee and will largely be a function of the fundraising success of that Committee.

Note: As part of the application consideration process, the Grants and Donations Committee encourages applicants to make themselves available for a presentation and interview process that will be public.