



County of Wetaskiwin No. 10 Municipal Policy

Department:

Policy No.

Leisure & Community Services

72.0.3

Title Recreation, Event and Activity Grant Program

1. Policy Statement:

- 1.1. Through the Recreation, Event and Activity Grant Program, the County provides financial assistance to eligible not-for-profit organizations to encourage accessible recreation opportunities, strengthen community engagement, and promote volunteerism, while ensuring public funds are allocated in a fair, transparent, and accountable manner.

2. Application Process:

- 2.1. Each not-for profit community association that actively hosts recreational programs, events and activities in the County or serving County residents may submit one (1) application per program, event or activities.
- 2.2. Applications must be submitted to the County Office prior to the Recreation Zone Committee meeting.
- 2.3. Once reviewed by the Director of Leisure & Community Service, the Director will submit completed applications to their respective Recreation Zone Committee for review and recommendation.
- 2.4. The Recreation Zone Committee shall forward the completed application before the March 31 deadline, along with its recommendation, to the Director of Leisure and Community Services to confirm eligibility and prepare the application for Council consideration.
- 2.5. Only completed applications will be considered for funding.

3. Eligible Applicants:

- 3.1. Not-for-profit organizations registered under the Societies Act, Libraries Act or Agricultural Societies Act that provide social, recreational, and cultural programs, events and services accessible to the public within the County of Wetaskiwin or serving County residents.
- 3.2. Affiliated community groups that provide membership-based social, recreational, and cultural programs and services that are open to the broader community (e.g., 4-H Clubs, Agricultural Societies).
- 3.3. Libraries that offer social, recreation, arts, and culture programs may be considered for funding, provided the programs are not already supported through municipal funding.
- 3.4. Each eligible community association may submit one (1) application per program, event or activities each calendar year.

4. Ineligible:

- 4.1. Municipalities (Municipalities already receiving, or will receive, cost-sharing funding).
- 4.2. For-profit organizations.
- 4.3. Organizations that operate in a strictly private or closed setting, without programs or services open to the public.
- 4.4. Religious organizations, unless engaged in a significant project that benefits the entire community.

County of Wetaskiwin No. 10 Municipal Policy		
Department: Leisure & Community Services	Policy No. 72.0.3	Title Recreation, Event and Activity Grant Program

5. Funding Limits:

- 5.1. Funding may cover up to 50% of eligible costs, to a maximum of \$2,000.00, following the eligible project funding criteria.

6. Eligible Projects:

- 6.1. Projects must be held within the County and be accessible to all County residents. Exceptions may be considered for organizations located outside the County where the proposed program, event, or activity primarily serves County residents; and may include:
- a. Performing arts (drama, music, dance, theatre).
 - b. Multicultural and heritage arts (cultural celebrations, festivals, fairs).
 - c. Educational arts (camps, youth programs).
 - d. Community and special events.
 - e. Social and physical recreation programs (active hobbies, exercise).
 - f. Sport groups (training, subsidized participation).
 - g. Special event activities (ex. Family Day, July 1st, Children's Christmas party);
 - h. New programming (ex. Start-up funds to support new programs membership drive or equipment for programs).
 - i. Equipment components, new or replacement, for an existing program (ex. Adding some new features to a program that is already successful in attracting greater community awareness/participation).
 - j. Volunteer Training (ex. workshop attendance fees)
 - k. Any program or event that provides services must be available for public use.
 - l. Purchase of program supplies and equipment.
 - m. Payment for program/event staff or instructors.
 - n. Payment for entertainment.
 - o. Publicity costs.
 - p. Food or non-alcoholic beverage costs.
 - q. Licensing/permit fees (ex. Public Performance License).

7. Ineligible Expenses:

- 7.1. Purchase of alcohol for program/event.
- 7.2. Liquor licensing fees.
- 7.3. Programs already funded by another agency (i.e. FCSS).
- 7.4. Facility and Ice Rentals.
- 7.5. Fundraising or administrative costs.
- 7.6. "Stacked Funding" or applying for multiple County grants to complete the project is not permitted.

County of Wetaskiwin No. 10 Municipal Policy		
Department: Leisure & Community Services	Policy No. 72.0.3	Title Recreation, Event and Activity Grant Program

8. Reporting Requirements:

- 8.1. Successful applicants must submit copies of paid invoices and receipts to the County of Wetaskiwin by December 31 of the funding year, demonstrating that grant funds were used for the approved project.
- 8.2. Failure to submit the required documentation may result in future grant applications being deemed ineligible until reporting requirements have been satisfied.
- 8.3. Applicants are deemed ineligible until reporting requirements have been satisfied.

9. Recognition:

- 9.1. Recipients shall acknowledge the County's financial contribution through appropriate recognition, which may include signage, printed materials, media releases, websites, or social media.

10. Monitoring and Compliance:

- 10.1. The County may conduct site inspections to verify that funded projects have been completed as approved and that the facility continues to be properly maintained and available for community recreational use.
- 10.2. The County reserves the right to deny future funding where facilities are not adequately maintained, are not being used for their intended community recreational purpose, or where the terms of the grant have not been met.

11. Definitions (if applicable): are created and maintained in the Definition Index.

12. Related Documents:

- 12.1. Recreation Zone Committee Structure Policy 72.0.1
- 12.2. Annual Community Facilities Operating Grant Funding Policy 72.0.2
- 12.3. Recreation Capital Grant Funding Policy 72.0.4
- 12.4. Recreation Operating Grant Funding Policy 72.0.5

Previously Signed

Scott MacDougall, CAO

CG20260915.022

Council Resolution