

GENERAL PURPOSE OF POLICY

89.1 Pursuant to Section 65(C) of the *Municipal Government Act*, it shall be the policy of Region of Queens Municipality that all grant funding provided each year by the Municipality to community organizations be publicly disclosed according to the conditions as set out in this policy.

POLICY APPLICATION

89.2 This policy applies to all grant funding provided to community organizations, and where specifically authorized to businesses, during each fiscal year whether provided directly or indirectly by the Municipality, and includes both discretionary and restricted funds.

INTERPRETATION

- 89.3 a. "Discretionary funds" shall be those funds authorized by Council within the annual budget process and where an application for further approval is not required, unless explicitly required by Council.
- b. "Restricted funds" shall be those funds that are disbursed based on an application process and where the required approval is granted for a particular use.

POLICY DETAILS

89.4 Each fiscal year, the Municipality shall provide funding in its annual budget for community organizations and associated agencies, to be disbursed by Council, or where authorized by the Chief Administrative Officer, to those organizations and agencies that qualify and are approved according to established policies and processes.

89.5 In the case of discretionary funds, these funds will only be released when directly authorized by Council by motion or through the annual budget approval process.

89.6 In the case of restricted funds, these funds will only be released when directly authorized by Council motion or Chief Administrative Officer approval.

GRANT DISCLOSURE

89.7 Prior to May 31st of each year, the Municipality shall publicly disclose all grant funding provided in the previous fiscal year through one master list of all recipients.

89.8 Disclosure of such grant funding shall include notification on all appropriate social media platforms that this disclosure has taken place with a link to the full list of recipients located on the Municipality's website.

Policy Subject / Title - GRANT DISCLOSURE

- 89.9 The full list of all grant recipients for the previous fiscal year shall be listed on the Municipality's website, including the formal name of the organization or agency and the total amount received.
- 89.10 Where any organization or agency has been approved for more than one funding program, the listing shall note in brackets the number of times when funding has been approved in that fiscal year.
- 89.11 Where grant funding is provided to an agency on behalf of an individual, the agency name shall be noted along with the name or names of the individuals in brackets.
- 89.12 If at any time grant funding is provided and the nature of such funding is confidential according to law at the time, such grant funding shall not be disclosed until the nature of the funding becomes public, after which time the disclosure shall be made on the next available publicly published list of all grant recipients noting the year of that funding.
- 89.13 All grant funding provided and published each year shall include the total amount of funding provided to each organization or agency, as well as the program or budget line from which the funding was provided, and the purpose of the funding.