

# CENTRAL COAST REGIONAL DISTRICT POLICIES

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## F-17 – Application for Grant-in-Aid

**Purpose:** To enable the Board to allocate budgeted Grant-in-Aid funds in a consistent and fair manner by ensuring comparable consideration is given to all applications.

**Eligibility:** Organizations must meet the following criteria to be considered for a Grant in-Aid:

1. Have a mailing address and contact representative within the Central Coast Regional District;
2. be non-partisan, non-denominational and not for profit or be a well-established community group;
3. provide a service to the residents within the Regional District; and
4. have additional funding sources other than the CCRD (i.e. other grants, donations, membership revenue, corporate donations, etc.).

Applications may be for operational or capital expenses and recurring or one-time events.

The total value of disbursement is at the discretion of the Board of Directors but may not exceed the maximum of \$0.10 per thousand dollars of assessed property values or a lesser amount as determined by the Board in setting the annual budget. The amount of individual disbursement is determined based on eligibility and the total number of applications received.

### **Funding Framework:**

- No single Electoral Area may receive more than 60% of the eligible funding for a single intake.
- An organization may apply for more than one project but cannot receive more than \$2,500 in a single year.
- Sports Teams and Parent Advisory Councils will be limited to a maximum of \$250 annually per organization.
- A sum of \$1,000 will be made available on an annual basis to the Heiltsuk Nation, Nuxalk Nation and Wuikinuxv Nation to support community initiatives, youth activities, scholarships, or other events or projects that would qualify under the grant in aid program. The Nations will be asked to identify a cause that would benefit most from the funding.
- Once the final decision is made by the Board of Directors, the CAO or designate will administer disbursements.
- Scope changes require approval from the Board.

### **Application Process and Timeline:**

*May:* Call for applications.

*June 1 OR first business day in June:* Applications due.

*July:* Eligible and complete applications will be presented to CCRD Board at the July Regular Meeting for consideration and final decision. Applicants will be advised of the decisions of the Board.

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*August: Funds disbursed to successful applicants.*

*All successful applicants are required to submit a Funding Report within 18 months of disbursement of funds. Failure to submit a funding report will make the organization ineligible for future grant in aid applications. Late reports will be accepted.*

*Incomplete or late applications will not be considered.*

## **Forms and Support Materials:**

CCRD administration will develop, update, and distribute forms and support materials in accordance with this policy. The Corporate Officer will be responsible for the development, updating and maintenance of appropriate forms and support materials.

## **DISCLAIMER:**

The Regional District will not provide assistance in contravention of s. 263(1)(c) of the *Local Government Act*. Furthermore, the Regional District does not intend to replace the financial responsibilities of senior levels of government, other governments or government agencies and affiliates, or to replace primary funding opportunities such as grants offered by senior levels of government.

Please submit applications to:

Central Coast Regional District  
PO Box 186  
626 Cliff Street  
Bella Coola, BC V0T 1C0

[info@ccrd.ca](mailto:info@ccrd.ca)

Date: December 11, 2014 - Resolution 14-12-43  
Amended: November 13, 2015 – Resolution 15-11-28  
Amended: November 10, 2016 – Resolution 16-11-20  
Amended: December 12, 2019- Resolution 19-12-12  
Amended: February 2, 2023 - Resolution 23-02-13  
Amended: March 23, 2023 – Resolution 23-03-05