



**REGIONAL DISTRICT
of Fraser-Fort George**

CORPORATE POLICY

No.: RD-12-17

Date Approved: June 15, 2017

Name: Cultural Endowment Fund Grants

Purpose:	To provide grants for the benefit of arts, culture and heritage programs and services within the Regional District
Authority:	<i>Local Government Act</i> , Section 263 Regional District of Fraser-Fort George Cultural Endowment Fund Establishment Bylaw No. 3039, 2017.
Scope:	This policy shall apply to those organizations as defined under Bylaw No. 3039, 2017, who are seeking financial assistance from the Regional District under the Emergency Funding Grant Program and the Arts, Culture, Heritage Project Grant Program, as established under Bylaw 3039, 2017.

Definitions:	“Board of Directors”	means	the Regional District of Fraser-Fort George Board of Directors
	“Arts, Culture, Heritage Project Grant Program”	means	the grant program established under Bylaw 3039, 2017, to provide grants for special projects that support the vision and/or goals of the Regional Cultural Plan,
	“Arts, Culture Heritage Project Grant Program application form”	means	the application form attached as Appendix “B” and forming part of this policy
	“Cultural Endowment Fund”	means	the Regional District of Fraser-Fort George Cultural Endowment Fund established under Bylaw No. 3039, 2017
	“Cultural Services Advisory Standing Committee”	means	a standing committee of the Board of Directors that provides advice to the Board of Directors on local and regional cultural priorities and goals and makes recommendations regarding the Cultural Endowment Fund and recipients of funding
	“Emergency Funding Grant Program”	means	the grant program established under Bylaw 3039, 2017, to provide emergency funding to the cultural sites supported by the Regional Cultural Plan
	“Emergency Funding Grant Program application form”	means	the application form attached as Appendix “A” and forming part of this policy
	“Member Funded Society”	means	a society as defined as “member funded” under the <i>Societies Act</i> of BC

**Expiry
Date:**

Review Date:

“Regional District”	means	Regional District of Fraser-Fort George
“Regional Cultural Plan”	Means	the strategy document approved by the Board of Directors, from time to time, that defines the cultural vision, goals and objectives for the Regional District of Fraser-Fort George.
“Society”	means	a society as defined under the <i>Societies Act</i> of BC
“Special Events”	means	an arts or cultural event hosted by an organization that falls outside of its normal daily programming.
“website”	means	the registered website domain of the Regional District of Fraser-Fort George

Policy: Grant funding shall be provided in accordance with this policy for the benefit of arts, culture and heritage within the communities of the Regional District.

- General:**
1. Funding shall be provided in accordance with this Policy from either the:
 - a. Emergency Grant Program; or
 - b. Arts, Culture, Heritage Project Grant Program

as established by Cultural Endowment Fund Establishment Bylaw No. 3039, 2017

- Grant Applications:**
1. All applications for grant funding must be submitted as follows:
 - a. Emergency Funding Grant Program – on the application form per Appendix “A” attached to and forming part of this Policy.
 - b. Arts, Culture, Heritage Grant Program – on the application form per Appendix “B” attached to and forming part of this Policy.
 2. The Manager of External Relations may amend Appendices “A” and “B” as required.
 3. Completed Application Forms shall be submitted to the Manager of External Relations.
 4. The Manager of External Relations shall review all applications to determine eligibility based on the criteria outlined in this Policy.
 5. The Manager of External Relations shall submit for consideration to the Cultural Services Advisory Committee all applications for the Emergency Funding Grant Program that meet the eligibility criteria outlined in this Policy.
 6. The Cultural Services Advisory Standing Committee shall make recommendations to the Regional Board for the granting of Emergency Funding grants on eligible applications.
 7. The Manager of External Relations shall submit for consideration to the Select Committee on Arts, Culture, Heritage Grants all applications for the Arts, Culture, Heritage Grants that meet the eligibility criteria outlined in this Policy.
 8. The Select Committee on Arts, Culture, Heritage Grants shall make recommendations to the Regional Board for the granting of the Arts, Culture, Heritage Grants

Expiry Date:

Review Date:

Criteria: The criteria for grant funding shall be as follows:

Emergency Funding Grant

1. Applicant must demonstrate:
 - a. they meet the requirements of Cultural Endowment Fund Establishment Bylaw No. 3039, 2017; and
 - b. they have an unplanned or emergency capital project to repair sudden damage to their site as a result of fire, flood, weather events, vandalism, HVAC, electrical or plumbing failures and other situations deemed to damage their property.
2. Emergency Funding grant funding is not permitted to be applied against the following expenses:
 - a. regular and routine maintenance;
 - b. annual operating expenses;
 - c. remuneration including wages and consulting fees;
 - d. non-emergent capital projects such as renovations or expansion of premises;
 - e. private enterprise;
 - f. operating or capital deficits; and
 - g. tax payments.
3. There shall be no timeframe or deadline for funding applications.

Arts, Culture, Heritage Project Grant

1. Applicant must demonstrate:
 - a. they meet the requirements of Cultural Endowment Fund Establishment Bylaw No. 3039, 2017; and
 - b. they have an arts, cultural or heritage-type project that supports the vision and/or goals of the Regional Cultural Plan, which may include but is not limited to public art, special events, displays, exhibits, regional traveling programs, curatorial or archiving support projects.
2. Multiple applicants may apply under one application for a grant.
3. Funds may be used to leverage funding from other grant programs for projects that fit within this criteria.
4. Funding from the Arts, Culture and Heritage Grant is not permitted to be applied against the following expenses:
 - a. regular and routine maintenance;
 - b. annual operating expenses;
 - c. remuneration including wages and consulting fees;
 - d. non-emergent capital projects such as renovations or expansion of premises;
 - e. private enterprise;
 - f. operating or capital deficits; and
 - g. tax payments.
5. The deadline for applications in 2017 shall be September 30.
6. The deadline for applications in all years after 2017 shall be April 1.

**Expiry
Date:**

Review Date: