



DISTRICT OF BARRIERE COUNCIL POLICY MANUAL

Page 1 of 2
Approval Date: **DRAFT**

NO: 43
SECTION: FINANCE
SUBJECT: COVID RELIEF GRANTS IN AID: ORGANIZATIONS

The District of Barriere is providing Grant-in-Aid funding in order to assist and support non-profit societies/organizations in the community that are facing hardship as a result of the COVID-19 pandemic. The total, allocated funding available is \$50,000 which will reduce by each successful grant provision until the total funding available is depleted. Once this fund is depleted, this policy will dissolve unless otherwise re-established by Council in the annual budget process.

No single COVID-19 Relief Grant-in-Aid will exceed the amount of \$5,000 (five thousand dollars) within a 12-month period. No single COVID-19 Relief Grant-in-Aid will exceed the total loss (or anticipated loss) of revenue indicated in the organization's 2019 financial statement.

Applications will be considered by Council at the first available Council Meeting subject to the application being received by the Corporate Officer by no later than the Wednesday prior to the scheduled Regular Council Meeting.

The attached application form (which may be amended from time-to-time by Administration) is to be used and accompanied by the required additional documentation listed below:

- Latest financial statement
- 2019 financial statement (unless established in a later year)
- Brief outline of financial hardship incurred due to the COVID-19 pandemic
- Annual report (if available)

Incomplete applications will not be accepted and will be returned to the applicant. All complete applications meeting the specified criteria will be reviewed by Council.

Council may grant the full amount requested, a lesser amount requested, or deny any funding at its discretion.

Applicants will be notified in writing as to whether or not their request has been successful and, if successful, the amount they will receive.

Applications are available at the District of Barriere Municipal Office and online on the District's Municipal website: www.barriere.ca .

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**DISTRICT OF BARRIERE
COVID-19 Relief Grant Application – Organizations**

Organization Official Name: _____

Mailing Address: _____ Date of Application: _____

Phone: _____ Fax: _____ Email: _____

Contact Person: _____ Title: _____

Briefly describe your organization's purpose:

Briefly describe how the requested grant money will be used and the impact that the COVID-19 pandemic has had on your organization's ability to financially support itself: *(use a separate sheet if necessary)*

What amount of Grant-in-Aid is being requested? \$ _____
(Maximum \$5000 per application within a 12month period)

Total organization 2019 Revenue \$ _____

Have you received a Grant-in-Aid under this funding stream in the past 12 months?
Yes _____ No _____

If **yes**, what was the amount of the grant? \$ _____

Attachments: Please provide the following to your application (if available):
2019 Financial Statement, Latest Financial Statement

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, inquiry@barriere.ca, or by fax to 250-672-9708. Applications must be received by 4pm on the Wednesday prior to the scheduled Council Meeting to be considered at that meeting.

INTERNAL OFFICE USE: Approved / Denied Amount Approved: _____