



POLICY MANUAL

POLICY: Grantmaking

POLICY NO.: GRM 4.1

SUBJECT: Grant Policy

APPROVED: Sept 30, 2004

REVISED AND APPROVED: September 2020, June 16, 2021

SUBJECT TO REVIEW: June 2023

Purpose

To establish principles for the BVCF grant award program.

General

The BVCF will offer, adjudicate, award and manage financial grants.

Principles

Funding will be allocated to grants to support organizations in improving quality of life in our communities.

Grants will be offered within the BVCF area.

Information regarding grant programs and application procedures will be posted on the BVCF website and communicated throughout the BVCF area using a variety of media.

Granting procedures for donor advised, designated, agency and field of interest funds will be determined on a fund-by-fund basis.

Eligibility

Organizations must have completed all requirements of grants received previously before any new grants are awarded.

Organizations that are registered charities or qualified donees under the Income Tax Act are eligible to apply for BVCF grants.

Organizations that are not registered charities or qualified donees under the Income Tax Act can be eligible to apply for BVCF grants by contracting with an agency that is a registered charity, which will

- agree to have their charitable registration number used on the application
- accept any funds on behalf of applicant
- provide a written statement of their agreement.

Organizations must demonstrate effective management and fiscal responsibility.

Types of projects

The BVCF will support projects in the following fields of interest:

- community
- cultural
- fine arts
- education
- social and family
- sports and recreation
- youth
- health

and that enhance quality of life for area residents.

When reviewing applications for funding, the BVCF will consider projects which address current priorities.

Projects will be considered for full funding or partial funding. Budgets should indicate sources of other grants, matching grants or in-kind funds required for the project.

Special funding may be awarded in some cases and separate conditions may apply.

Ineligible expenditures include:

- annual core operating expenses, salaries and wages of organizations
- operating or capital deficits
- fund raising or endowment campaigns
- religious organizations for direct religious activities
- travel expenses unless essential to project delivery

The BVCF does not fund any expenses that predate project award date.

Grant Agreement

A grant agreement will be created between BVCF and recipient.

Requests for changes or extensions must be made in writing and approved by BVCF.

Recognition

Grantees are expected to recognize BVCF support as specified in each grant agreement.

Publicity

Unless otherwise specified by applicants, the BVCF may publicize names, towns and photos of grant recipients and their projects.

BVCF area

The BVCF area extends from Topley to Kitwanga including Granisle, Houston, Telkwa, Smithers, and the Hazeltons.

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