TOWNSHIP OF
CARLING

Township of Carling Donation Policy

Policy Statement

The primary responsibility of the Township of Carling is to deliver essential municipal services to its residents and ratepayers. While the Township is not a philanthropic organization, it recognizes the value of supporting initiatives that contribute to the social well-being and quality of life within the community. The Township will include a designated allocation in its annual budget to support eligible projects, programs, and activities that align with these goals. This policy applies to all requests for donations and funding from organizations both within and outside the Township.

Procedures

1. A request for donation must be made by completing the Township of Carling' Donation Application preferably in conjunction with a delegation to a regular meeting of Council or to the Committee of the Whole. Requests should include financial statements for the organization requesting the donation or a budget for the project. These should confirm that if applicable the project is viable over the long term.

2. The Township will accept and review proposals once per year for the financial period of January to December which is the Township's fiscal year. The deadline to submit proposals shall be March 1st.

3. All funding requests received by the deadline will be evaluated by the Chief Administrative Officer and Treasurer. A recommendation, including approval or rejection and the suggested amount of the donation, will be forwarded to Council in March of each year for their review and decision.

4. During the evaluation process, the following criteria will be utilized:

    - Consideration shall be given to the number of people reached by the requested donation. Preference will be given to those donations that serve a large number of the Township's community.

    - Preference will be given to organizations with an established history of service to the community.

    - The purpose of the donation must be demonstrably and directly beneficial to the community of the Township of Carling.

- In making donations, the municipality may impose such conditions as it deems fit.

- Donation requests shall be evaluated in terms of the need for the project, cost effectiveness, financial viability and contribution to the quality of life in the community and community involvement/response.

The following request for a donation will not be supported:

- Projects or services that duplicate services or activities already provided by the Township or other government agencies.

- Groups or activities of a religious or political nature.

- School activities which are already supported through school tax levy.

- Functions with no direct benefit to the Carling community at large.

- Requests to fund past operating or capital deficits.

- Request to support individuals.

- Requests where it would be more appropriate for our residents to contribute directly to the campaign.

5. Applicants will be notified if their funding status following Council's decision.

A donation from the Township is any one year is to not be regarded as an ongoing commitment by the Municipality.