

	MUNICIPALITY OF RHINELAND	POLICY NO. P-2026-06
	ADOPTED BY: Resolution No. 137/26	Last Updated: September 2022
	DATE: April 8, 2026	Page: 1 of 3
	TITLE: Grants Policy	Department: Administration

PURPOSE: It is recognized that from time to time, the Municipality of Rhineland receives requests for grants from organizations. The grants may be accessible, subject to Council approval, to not-for-profit groups to assist in offsetting their costs. This policy outlines the eligibility and the criteria for the receipt of grants from the Municipality.

RATIONALE: To better administer the granting of money to various organizations, Council has developed a new policy that is intended to establish guidelines that will make the granting of money to organizations fair, consistent, and keep the funding within budget limits.

POLICY STATEMENT: The Municipality receives numerous requests each year from organizations, groups and events for grant monies. This shall ensure that all grants are reviewed in a consistent manner by the Council of the Municipality of Rhineland and/or administration as per the policy.

I. CRITERIA:

To be eligible for grants from the Municipality of Rhineland, all of the following conditions must be met:

1. All organizations must be not for profit organizations.
2. Organizations that exist primarily for political purposes, for profit, or the purpose of providing funding to other groups (with the exception of the area foundations) are not eligible.
3. Grant applications must be submitted in writing using the approved Grant Request Form as outlined in Schedule “A”
4. Each organization, if approved, may only receive one (1) grant per year.
5. A proposed statement of revenues and expenses clearly identifying all sources of revenue may be requested by the Council when an application is received.
6. The Council, at their discretion, may request an annual financial statement for organizations requesting funding.
7. Organizations or individuals requesting grants must be bona fide and meet the criteria specified in section 261(1) of *The Municipal Act*

8. Organizations or individuals requesting grants must be providing services and/or opportunities to the rate payers of the Municipality, either directly or indirectly.
9. The financial requirements of the organization and/or individual must clearly indicate the need for financial assistance from the Municipality for successful and solvent operation.
10. Organizations requesting grants may present to Council if requested by Council or administration.
11. Grants may be made to faith-based organizations for projects or infrastructure which Council determines to be for the public good. The Council shall not grant funds to faith-based organizations for any operating expenses and/or events.
12. Organizations are asked to submit all funding requests for the budget year by January 31st.

II. LEVEL OF ASSISTANCE AND ALLOCATION PROCESS:

1. Funding may be determined by the CAO up to the maximum of \$250.00 per grant, and total grants approved by the CAO shall be capped at \$2,500.00 annually.
2. Where the organization considers the amount provided by the CAO to be unreasonable, the organization may appeal the decision to the Council of the Municipality. The total level of assistance for other requests is at the sole discretion of the Council within the guidelines of the policy.
3. All grants must fit within the allocated budget for that year.

III. PAYMENT:

1. Payment to festivals, special events and sporting events shall normally be made prior to the event.
2. All regular and other payments for grants shall be paid annually unless otherwise directed by Council. The CFO shall use their judgment to determine which donations qualify for any other type of payment.

IV. REVISION

Council may, in consultation with the Policy Committee and by resolution, amend this policy.

**P-2026-06 Grants Policy
Schedule A – Grant Request Form**

The Municipality of Rhineland Grants Policy has been developed by Council to establish a structured system for the granting of Municipal dollars within the Municipality of Rhineland.

PROCEDURE:

- 1) A request must be made by the organization and must fit within the policy framework or the request will be denied.
- 2) The completed Form is submitted to the CFO of the Municipality of Rhineland.
- 3) The request is reviewed by the Council of the Municipality of Rhineland, taking into consideration money budgeted for the year, and the project benefits to the Municipality.
- 4) Council of the Municipality of Rhineland shall be responsible for all granting, by resolution, within the Municipality of Rhineland.

Applicant Information:

Name: _____ Phone No. _____

Mailing Address: _____

Email Address: _____

Request: _____ (Project Name)

Amount Requested: _____

Description of Project:

(Please attach to application any other information needed)

I/We wish to propose the above grant application for consideration to the Municipality of Rhineland. I understand that the Council may approve or reject the application.

Date: _____

Signature: _____ Print: _____

