

## Grants to Not-for-Profit Community Organizations:

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<b>Lead Role:</b>	GM	<b>Replaces:</b>	N/A
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### Policy Statement

Beaver Municipal Solutions (BMS) recognizes that it can only succeed to fulfil its mandated mission and vision with the endorsement and support of the communities in which it operates. Many of these communities rely on the efforts of tireless volunteer not-for-profit (NFP) organizations to provide or supplement desired community services. Many BMS employees donate time to such organizations in their communities.

As an act of Corporate Social Responsibility, many operating organizations like BMS, including government-owned corporations, have established community organization grant programs. Annual budgets and criteria for funding are established. Accordingly, this Policy sets guidelines for BMS to establish a community grant program.

### Policy Guidelines

#### **Guidelines**

1. BMS will set an annual budget to provide grants for community NFP's. The budget allotment will be set at the discretion of the Board, and based on the recommendation from the General Manager. The BMS Board will select a budget allotment based on prudent financial management practices.
2. Detailed criteria for grant selection will be developed by the General Manager, but will be based on the following general rules:
  - a. Community organizations must operate within the Beaver County boundary;
  - b. Community organizations must operate as a not-for-profit, including schools, seniors lodges, hospitals and amateur sports teams;
  - c. Community organizations must provide a service that is consistent with the strategic mission and vision of the Commission, and must be held to the same level of ethical behavior and transparency as the Commission;
  - d. Community organizations must agree to acknowledge the support of the Commission in their public communications;
  - e. Organizations shall provide prior, current, and other funding sponsor information pertaining to the project funding applied for from BMS. Failure to disclose other funding sponsors may result in rejection of the application for funding by BMS;

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- f. Municipal member units and regional service commissions and authorities are not eligible for Community Grants under this program, other than Micro-Grants, where the member or commission/authority is sponsoring the request for a volunteer group or the funds are for a municipal program that has a clear community benefit are not provided by another group. Municipal members can be eligible for infrastructure grants per Policy FIN-022 Infrastructure Grants for Municipal Entities.
3. The Grant Program is divided into three components:
  - a. Micro-Grants (requests of \$200 or less)
  - b. Community Grants (requests over \$200)
  - c. Partnership Grants (requests over \$2,500)
4. Applications for micro-grants will be accepted and processed as they are received, and all other community grants will be accepted during prescribed periods during the fiscal year, and will be publicly advertised.
5. Micro-grants require a written letter from the applicant. All other grant requests will only be made to organizations that have applied via the application process noted in section 3.
6. Community Grant payments will be made through the General Manager to a maximum of \$2,500 per organization. Such grants will be assessed through the Communications Coordinator via an advertised, cyclical grant application process. Micro-grant payment approval will be made through the Communications Coordinator.
7. Partnership grant payments will be made via Board motion. Partnership grants will be normally assessed through the Communications Coordinator via an advertised, cyclical grant application process. In some cases, the Board may review independent requests submitted through the Communications Coordinator and General Manager.
8. A report on grants paid will be made to the Board on a quarterly basis.