

CORPORATE POLICY

POLICY TITLE: GRANT FUNDING

POLICY NO.: 09.C.01

Section:	Donations & Grants		
Effective Date:	June 6, 2018	Date of Last Review:	Click or tap to enter a date.
Approval Authority: Council	Policy Owner: Chief Corporate Initiatives & Intergovernmental Relations		

POLICY STATEMENT

Council acknowledges that grant funding helps sustain and deliver city infrastructure, programs and services in a way that is fiscally responsible. This policy will be implemented in accordance with the Grant Funding Procedures.

PURPOSE

The purpose of this document is to provide a policy that welcomes and encourages City staff to apply for grant funding to assist in the provision of City services and projects.

SCOPE

This policy applies to all City of Vaughan staff involved in any grant applications submitted to grant funding sources in the name of the City of Vaughan.

LEGISLATIVE REQUIREMENTS

None.

DEFINITIONS

1. Grant funding: Revenue streams provided through funding programs available to local government by way of an application process, direct provision of funds, or subsidies.
2. Grant funding sources: Grant funding sources may be comprised of, but not limited to, grant programs provided directly or indirectly through federal, provincial, and international government bodies, and applicable corporate and private sector programs.

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POLICY

1. Authorization

- 1.1. Staff are authorized to apply for grant funding that support initiatives that align to the strategic priorities of the City.
- 1.2. Should staff wish to apply for funding that does not correspond to the strategic priorities of the City, staff may submit a report to Council for approval to submit the application.
- 1.3. Applications must be completed according to the Grant Funding Procedures.
- 1.4. Applications must be completed according to the Grant Funding Source's eligibility requirements.

2. Execution of Applications & Agreements

- 2.1. Grant applications and agreements must be executed in accordance with By-Law 154-2018 if the Grant Funding Source requires staff with authority to bind the corporation to execute the applications or agreements. If there is no requirement to bind the organization from the Grant Funding Source, staff are authorized to execute an application in accordance with the Grant Funding Policy and Procedures.
- 2.2. If the terms of the grant agreement are included in the application itself, staff must ensure legal counsel has reviewed the terms at the application stage.
- 2.3. If the grant funding source requires a Council resolution to apply or to execute an agreement, the department completing the application and receiving the grant funding is responsible for obtaining the Council resolution.

3. Grant Funding Source Criteria

- 3.1. Staff must exercise due diligence to ensure applications will not be completed for grant funding where the grant funding source is a risk to the City. This includes but is not limited to the grant funding source:
 - 3.1.1. Whose activities are perceived to be incompatible with the City's goals, values or mission
 - 3.1.2. That is not in good standing with the City, including:
 - 3.1.2.1. Being the current subject of legal proceedings by the City of Vaughan

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3.1.2.2. Being convicted by a court of such a matter set out in (3.1.2.1) where the contravention remains

3.1.2.3. Being a named party in litigation, judicial or arbitral proceedings against or by the City with respect to any procurement, contract or business transaction

3.1.3. That promotes, endorses, or any other way supports:

3.1.3.1. Tobacco

3.1.3.2. Pornography

3.1.3.3. The support of, or involvement in the production, distribution, and sale of weapons and other life-threatening products

3.1.3.4. Terrorism

3.1.3.5. Religion

3.1.3.6. Any activity which, if associated with the City, may constitute a reputational risk for the City as determined by City staff

3.1.4. The grant funding must not confer a personal benefit, directly or indirectly, to any particular City employee or official.

3.1.5. There shall be no actual or implied obligation to purchase the product or services of the grant funding source outside any obligations set out in the grant agreement.

3.1.6. The grant must not negatively interfere with existing contractual obligations.

Inquiries regarding this policy should be directed to the Municipal Partnerships Office within the Corporate Initiatives & Intergovernmental Relations department.

ADMINISTRATION

Administered by the Office of the City Clerk.

Review Schedule:	5 Years If other, specify here	Next Review Date:	June 19, 2023
Related Policy(ies):			
Related By-Law(s):	154-2018		
Procedural Document:	PRC.03 – Grant Funding		

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Revision History

Date:	Description:
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