



Approval Date		Policy Title: COVID-19 Safe Restart Community Grants
Next Review Date		
1. Amendment Date		
2. Amendment Date		
Department	Community Economic Development / Finance	

1. PURPOSE

To outline the process for assessing and awarding the one-time City of Revelstoke COVID-19 Safe Restart Community Grant funding for non-profits and charities

2. SCOPE

This policy pertains to the portion of the funds, from the COVID-19 Safe Restart Grants for Local Governments awarded to the City of Revelstoke in 2020, being set aside for the City of Revelstoke COVID-19 Safe Restart Community Grant.

3. ELIGIBILITY CRITERIA

Eligibility Criteria

To be eligible for a COVID-19 Safe Restart Grant, an applicant organization must meet all of the eligibility criteria, as follows:

- Be a registered charity and/or registered non-for-profit in good standing
- Provide core community services to vulnerable populations, as defined by the Province, within the City of Revelstoke
- Demonstrate a financial need by providing financial information signed by the organizations treasurer.
- Provide details of any financial assistance received from other sources in the year, applied for in the current year or intended to be applied for in the current year.
- Be in compliance with all municipal policies, plans, bylaws and other applicable regulations.
- Be aligned with the general intent of the COVID-19 Safe Restart Grant Funding received by the City.
- Submit their request for funding using the application form provide by the City
- If awarded a grant, the organization must submit a narrative and financial report outlining the use of the grant funds.

Eligible Expenses

- Expenses must be directly related to the delivery of core community services for vulnerable populations. Examples of these, as identified by the Province of BC, are included in Appendix A



Application Process

- Applicant organizations may submit one (1) application for funding
- Applications are reviewed by the Social Development Committee working group for eligibility and completeness
- A staff report, including applications, will be presented to Council for approval
- Council may request further information

Maximum Grant Award

- The maximum amount awarded to any organization is \$10,000, except for projects that address an issue of paramount community concern, as determined by Council.

Evaluation Criteria

- Council will use the following criteria to assess the applications:
 - Evidence of community need for the proposed program/service
 - The potential benefit to vulnerable populations
 - Evidence of financial need due to the impact of COVID-19 on the delivery of the program/service
 - Capacity to deliver the program/service

Certified Correct:

James Thackray
Chief Administrative Officer