

WHEREAS the R.M. of Buckland No. 491 wishes to establish a policy to guide decision-making in regards to applications for monetary donations from “for-profit” and “not-for-profit” entities and organizations - both within and external to the R.M. of Buckland - the following Draft Policy is submitted.

WHEREAS the only current policy in effect is # 108/2000 which states: “That the R.M. of Buckland establish policy to not entertain monetary donation requests from charitable and non-profit organizations and fundraisers, unless explicitly related to R.M. ratepayer organizations and operations.”

The Committee to Draft a new Donations Policy submits the attached policy document for Council’s consideration:

R.M. of Buckland No. 491

Donations Policy:

The purpose of this policy is to guide Council in the consideration of applications from ratepayers, residents, clubs or associations to access funds from the “Public Reserve Fund” and “Operational Funds”. See attached “Donations Policy Checklist” for each category of application.

The Public Reserve Fund has grown from subdivision applications where the developer has chosen to make a payment of cash in order to meet the requirements of the Planning and Development Act, 2007. Council has, in these instances, also agreed as to the cash payment amount.

The funds in the municipal reserve are only to be used to assist in the creation and maintenance of public use endeavours on public or municipal reserves in the municipality.

A) Municipal or Public Reserve Lands and Properties:

Eligible applications shall include the following uses on lands designated as municipal or public reserve, where it is clear that the expenditure shall benefit the public as a whole and must be submitted in writing to Council:

- A public park, buffer strip or a natural area
- A public recreation area including playground equipment
- A building or facility used or by a charitable corporation as defined by The Non-Profit Corporations Act of Saskatchewan to enhance the quality of life in the R.M. of Buckland
- Public agriculture or horticultural use
- Any other specific or general use that the Minister may provide by legislation

B) Non-Municipal or Private Lands and Properties:

This category of applications is intended to include non-profit organizations both resident within the R.M. of Buckland and outside the R.M. of Buckland. This category of applications is only eligible for Operational Funds as budgeted annually by Council.

Applications which fall under the Saskatchewan Lotteries guidelines shall be referred to the Recreation Committee of Council.

Preference shall be given to projects that meet accessibility standards, or improve the quality of life for seniors or youth.

Applications received from non-ratepayer, non-resident, clubs and associations will have to demonstrate clearly how the use of taxes will benefit many ratepayers within the R.M. of Buckland before being considered.

Categories A and B:

- ❖ Donations may be funded for Capital, Renovation or Rejuvenation Projects and Commemorative Events.
- ❖ Donations will not be funded for Honoraria, Prizes, Awards, Wages of Organization, Taxes, Insurance, Conferences, Training and Individuals, etc
- ❖ All applications will be approved or denied based on Council's sole discretion.

R.M. of Buckland No. 491 - Donations Policy Checklist

The purpose of this policy is to guide Council in the consideration of applications from ratepayers, residents, clubs or associations for donations either through the Public Reserve Fund or through Operational Funding.

Decision Guidelines:

A) Municipal or Public Reserve Lands & Properties: Eligible for funding from Public Reserve Fund

- Is the application from a registered Non-Profit Organization?
- Is the application submitted in writing?
- Is the application in-eligible under the Saskatchewan Lotteries Grants through the Recreation Committee?
- Is the project located on designated as municipal or public reserve lands?
- Is it the only application received within a calendar year from the ratepayer, resident, club or association regarding the project?
- Will the project benefit the public as a whole?
- Is the application in regards to:
 - A public park, buffer strip or a natural area
 - A public recreation area including playground equipment
 - School purposes, a public building or facility
 - A building or facility used or owned by a charitable corporation as defined by The Non-Profit Corporations Act of Saskatchewan
 - Public agriculture or horticultural uses
 - Any other specific or general use that the Minister may provide by legislation

If "YES" can be answered to each of the above questions, recommended donation is:

Funding of 30% of the total project cost, not including in-kind costs may be to a maximum of \$3,000.00 per project, or at the discretion of Council.

B) Non-Municipal or Private Lands & Properties: Eligible for funding from Operational Fund

- Is the application from a registered Non-Profit Organization?
- Is the application submitted in writing?
- Is the application in-eligible under the Saskatchewan Lotteries Grants through the Recreation Committee?
- Is it the only application received within a calendar year from the ratepayer, resident, club or association regarding the project?
- Will the project benefit the ratepayers of the R.M. of Buckland, especially seniors and/or youth?
- Is extra documentation submitted which clearly identifies how a large number of ratepayers in the R.M. of Buckland may benefit from donation to the project?

If "YES" can be answered to each of the above questions, recommended donation is:

Funding of 30% of the total project cost, not including in-kind costs, may be to a maximum of \$1,000.00 per project, or at the discretion of Council.