

1. POLICY STATEMENT

- 1.1 Not for profit and charitable organizations can often provide services to the community more efficiently and effectively than otherwise provided by the city.
- 1.2 The City of Saint John has legislative authority to issue grants pursuant to subsection 102 (1) of the Local Governance Act.
- 1.3 City grants must align with Council's strategic priorities and strategic plans.
- 1.4 All City grants shall be subject to an open, equitable, and transparent process for the application, evaluation, and allocation of grant funds.
- 1.5 City grant eligibility criteria shall be aligned with the Grant Policy FAS-023.
- 1.6 City grant applications below \$25,000 shall be evaluated by a Grant Committee in accordance with Grant Policy FAS-023.
- 1.7 Major grant requests above \$25,000 shall be submitted to the City for consideration in a future operating budget subject to an open, equitable and transparent evaluation process and alignment with the City's strategic priorities.
- 1.8 The Commissioner of Growth and Community Services shall bring forth Grant Committee recommendations to Common Council for consideration.
- 1.9 The City Manager shall make grant recommendations to Common Council that exceed \$25,000 subject to funds approved in the annual operating budget.
- 1.10 City grants (including in-kind contributions) are subject to funding available in the operating budget and shall not be funded by debt or with City Reserve Funds unless the use of the reserve is included in the annual approved operating budget.
- 1.11 Grants are expressly prohibited from being drawn from operating reserves if the operating reserve is less than 75% fully funded.
- 1.12 City grants are not transferable and must be used for the purposes outlined in the submitted application.
- 1.13 Grants are funded by taxpayers and therefore grant recipients shall submit an outcome report for every city approved grant.
- 1.14 Outcome reports shall be made available to the public on the City's website.
- 1.15 A grant close-out process shall be conducted annually by the Grant Committee.

City of Saint John
Grant Policy



- 1.16 Development Incentives, Heritage Grants, Land for Public Purpose Grants and Beautification Grants have separate Council policies and are exempt.