

# GRANT POLICY REPORT

Recommendations from the Grant Policy Working Group 2015

*"A diverse range of volunteer groups contributes to enhancing livability. Over 20 community groups are active in Oak Bay. These groups offer support and advice to District decision-makers, they provide direct services, and they host multiple events."*

Section 4.5 – Community, Institutional, and Social Well-Being  
Oak Bay Official Community Plan

---

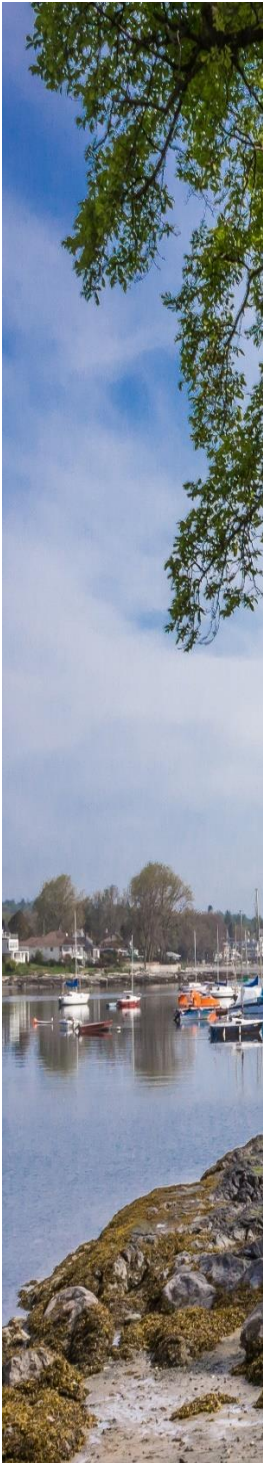


## GOAL

To establish open and transparent guidelines for the evaluation and distribution of community grants by the District of Oak Bay.

## PRINCIPLES

1. The grants policy is not intended to be prescriptive, but rather to give guidance to organizations that are considering applying for a grant, as well as guidance to Council in determining the selection of grant applications.
2. Grants should align with the goals of the Official Community Plan and Oak Bay Council's strategic priorities.
3. Grants should promote community wellness, vitality and spirit, improve the quality of life, and address community needs.
4. Grants should primarily benefit Oak Bay residents. Events, programs and other services should take place primarily within the District of Oak Bay boundaries.
5. Grants should not subsidize services normally funded by other levels of government, nor should they fund organizations already funded through the CRD.



## POLICIES

1. Preference should be given to:

- Local organizations that require capital assistance for a project, program or event;
- Local organizations that prioritize services in Oak Bay;
- One-time grants over recurring grants; and
- Organizations that support substantial volunteer services.

2. The following types of organizations may be eligible for a grant:

- Organizations and groups in existence for a minimum of one year;
- Arts, culture, heritage, and environmental organizations;
- Community service organizations;
- Community associations;
- Youth sport organizations special events;
- Scholarship funds established by the municipality; and
- Regional organizations which provide arts and culture services of benefit and interest to residents of Oak Bay.

3. Suggested constraints:

- The applicant should demonstrate broad community interest and support for the project, program, or event. The majority of funds should be from sources other than the District of Oak Bay;
- Significant arts-related grants should align with the priorities and goals of the Parks and Recreation Commission, as well as the public art policy of the District of Oak Bay, if applicable;
- Grants should not be used to fund operational costs of organizations, with a possible exception made in the case of charitable organizations based in, and servicing the residents of, the District of Oak Bay;
- Grants should not be provided to individuals; and
- Grants should not be applied for retroactively.