

Grant Policy – Burns Lake and District Community Foundation

The purpose of grants from the Burns Lake and District Community Foundation is: to promote education and cultural advancement and to also provide for such other charitable purposes as may contribute to the moral, mental, cultural and physical improvement of the Village of Burns Lake and Electoral Areas B and E of the Regional District of Bulkley-Nechako in the Province of British Columbia. [from Constitution]

Location of Services and Organizations

The Burns Lake and District Community Foundation is willing to accept grant applications from organizations that directly served and are based in the Lakes District. Here the Lakes District is defined as the *Village of Burns Lake and Electoral Areas B and E of the Regional District of Bulkley-Nechako*. [from Constitution]

Some Entities are Not Eligible

Individuals and for-profit businesses are not eligible to receive funds [from Bylaws]

Usual Operating Expenses are Not Eligible

- a) usual operational or core expenditures,
- b) expenses incurred prior to the approval of the grant
- c) operational deficits, debt repayments or mortgage payments
- d) for the establishment of an endowment, or
- e) sectarian, religious or political purposes.

[from Bylaws]

Some Entities are Not Eligible by virtue of the *Income Tax Act*

Because community foundations receive their legacy funding from tax-receipted donations; community foundations can only provide grant funding to those organizations that are able to provide tax-receipts for donations. These **include only** two types of organizations:

1. Qualified donees – this generally includes government entities. In our area this includes the Province of BC (various ministries); the Village of Burns Lake, the Regional District of Bulkley-Nechako, School District #91, all Six First Nations (in their capacity as a “Band” established under the *Indian Act*), and Northern Health.
2. Registered Charities with a charitable tax number.

The Canadian Revenue Agency publishes an up-to-date searchable list of both these organizations on their web site.

For organizations that don't meet this requirement, they may be able to partner with an organization that does meet this requirement. A letter from the partnering organization must be received with the grant application outlining the partnership agreement and providing evidence that the partner is eligible to receive funds (such as a charitable registration number if the organization is a charity). Please note that the partner may need to enter into a granting agreement with Burns Lake and District community Foundation.

Maximum Grant Amount

The maximum grant amount that the foundation will grant to any organization in any calendar year is \$10,000.

Type of Grants considered

1. Grants are considered for Capital equipment and building construction

- a. Capital items are items where a singular item is over \$1,000 or when a group of similar items is proposed with a total cost of over \$2,500. Capital items must last at least five (5) years.
- b. For construction costs, items such as land purchase, construction material, construction contracts, architectural and engineering services are all considered capital items.

Grants are considered for non-Capital Projects

1. Non-capital projects are special projects of a short-term duration (not exceeding three years) or of a special one-time nature or are considered as a trial or project where if successful long-term funding will be sought from other organizations.
2. For clarity non-capital funding cannot include:
 - a. Travel costs associated with travel to outside of the funding area
3. For clarity non-capital projects can include:
 - a. one time training expenses where the training is happening within the funding area and attendance is limited to residents. This type of expenses is limited to the three-year time horizon.
 - b. The first three years of funding to establish cultural or educational events
This type of non-capital project is considered to have become operational after three years and is therefore no longer eligible for consideration through this program.