

To: Electoral Area Services Committee
From: Kristy Hodson, Manager of Financial Operations

Date: 2018-01-10
File No: 1550-001

Subject: Grant-In-Aid Summary Report - 2017

INTENT

This report is intended to advise the Electoral Area Services Committee of information pertaining to grant-in-aids that were issued in 2017. Staff are not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

BACKGROUND

The Fraser Valley regional District grant-in-aid program provides a framework whereby financial assistance can be provided to groups or individuals who provide services or a benefit to the community, or any aspect of the community.

DISCUSSION

In taking a look back throughout the year, there were a number of successful events/ projects that were funded through the FVRD's Grant-In-Aid program. Attached is a consolidated report of those who submitted follow up documentation.

Within the Grant-In-Aid Policy, there is a *Financial Accountability & Reporting* section and one item under that section is:

1. Grants over \$1,000 require follow up with the Fraser Valley Regional District upon completion of the capital project or event. Follow up should include a letter to FVRD regarding usage of

funds and their success, including pictures of the project/ event and any other supporting information.

Staff is having difficulty obtaining follow up documents from those who have been awarded grant-in-aids that fit this criteria. As you will see in the attached report, the majority of recipients have not reported back to the FVRD and have been contacted several times throughout the year (highlighted in yellow). The *Eligibility Criteria* section (d) of the Grant-In-Aid Policy notes that:

1. The applicant may be excluded from applying for a grant due to not meeting the reporting requirement for a previously provided grant.

We would like to work toward gaining full compliance for all grant-in-aids over \$1,000 as to prevent exclusion of future grant-in-aids for all applicants.

CONCLUSION

Under the Grant-In-Aid Policy, there were a number of grant-in-aids issued in 2017 that enhanced the communities affected.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported. Staff struggle with the time and effort required to follow up with organizations on the financial reporting component and look to the Electoral Area Directors to help organizations understand this important requirement.

Paul Gipps, Chief Administrative Officer

Reviewed and Supported