



TOWN OF BONNYVILLE

STAFF REPORT

TITLE: Policy No. 24-FN-094 – Event Sponsorships and Donations Policy

MEETING DATE: August 20, 2024

EXECUTIVE SUMMARY: Administration has been presenting various Grant Policies to Council for approval to replace our current Sponsorship and Donations Policy to streamline and group the various funding requests that the Town receives.

BACKGROUND: Policy No. 24-FN-100 the Events Sponsorships and Donations Policy is the final policy that has been drafted for funding requests. This policy aims to capture all other funding requests that do not meet the criteria of other Town Grants and include:

- Golf Tournaments
- Fundraising Dinners and Banquets
- Award Dinners
- Conferences
- Events Outside of Town Boundaries

As these type of funding requests tend to be lower, the applicant will not have to submit a grant funding application. Administration will review the requests as they are received and direct to other Town Grant Programs if applicable. Funding requests up to \$1,500.00 will be considered by the Chief Administrative Officer or their delegate. Funding requests exceeding \$1,500.00 will be forwarded to Council for consideration. Administration will provide Council with a listing of all approved funding requests on a monthly basis.

ALTERNATIVES: The Governance and Priorities Committee may consider the following alternatives:

1. Direct Administration to prepare amendments as recommended by the Committee to the draft policy presented and submit to Council for approval at the August 27th, Council meeting.
2. Accept as information only.

RECOMMENDED ACTION: That the Governance and Priorities Committee direct Administration to prepare a Request for Decision for Policy No. 24-FN-100 and present to Council at the August 27th Council meeting for approval.

BUDGET IMPLICATIONS: (Yes or No): Yes – Budget 2025 going forward

ATTACHMENTS: Draft Policy No. 24-FN-100

SUBMITTED BY: Renee Stoyles, General Manager of Corporate Services