

# TOWN OF BONNYVILLE

## REQUEST FOR DECISION

**Date:** August 21, 2024

**Submitted By:** Administration

**Meeting Date:** August 27, 2024

**SUBJECT: Policy No. 24-FN-100 – Event Sponsorships and Donations Policy**

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**BACKGROUND:** At the August 20<sup>th</sup> Governance and Priorities Committee Meeting, draft Policy No. 24-FN-100, the Events Sponsorships and Donations Policy was presented for comments and review. Recommendations from this meeting have been included in this draft of the Policy being presented this evening.

**OTHER COMMENTS:** This Policy has been created to streamline the funding requests that are being received. Funding under this program will provide event sponsorships and donations 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 types of requests tend to be lower, the applicant will not have to submit a grant funding application. Administration will review 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. Requests over this amount will be forwarded to Council for consideration. Annually, Council may set aside funding for this program and this funding will be allocated on a first come, first served basis.

If approved, this policy would become effective January 1<sup>st</sup>, 2025.

**REPORT/DOCUMENT:** Attached Available NIL

1. Policy No. 24-FN-100 – Events Sponsorships and Donations Policy

**DESIRED OUTCOMES:** That Council approve Policy No. 24-FN-100 the Events Sponsorships and Donations Policy.

**OPTIONS:**

1. Approve Policy No. 24-FN-100.
2. Amend Policy No. 24-FN-100 and approve.
3. Do not approve Policy No. 24-FN-100.

**RELEVANCE TO STRATEGIC PLAN:**



Communications  
Strategy



Economic  
Growth



Recreation &  
Wellness



Service  
Excellence



Value Added  
Services

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**RECOMMENDATION: THAT Council approve Policy No. 24-FN-100 – Events Sponsorships and Donations Policy.**

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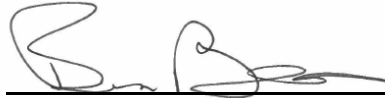
**IMPLICATIONS OF RECOMMENDATION:** If approved, Administration will ensure this policy is available for events taking place after of January 1<sup>st</sup>, 2025.

**FINANCIAL:** A budget amount for this policy based on requests from prior years will be included for Council consideration for the 2025 budget year.



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Renee Stoyles  
General Manager of Corporate Services



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Bill Rogers  
Chief Administrative Officer