



POLICY

99-04 Department of Municipal and Community Affairs Community Development Contributions

1. Statement of Policy

The Department of Municipal and Community Affairs encourages and supports community and partnership participation in community development activities.

2. Principles

The Department of Municipal and Community Affairs will adhere to the following principles when implementing this Policy:

- (1) Communities should be encouraged and supported to pursue activities that assist them to become more self-reliant, responsible and accountable;
- (2) Communities should be encouraged and supported to work with other community governments and other community, regional territorial groups, or partners on community development activities;
- (3) Communities should be encouraged and supported to develop a shared vision of the future state of their community; and
- (4) Communities should be encouraged and supported to build local capacity, contributing to increased community control, authority and responsibilities.

3. Scope

This Policy applies to all community and aboriginal governments in the NWT.

4. Definitions

The following terms apply to this Policy:

Aboriginal Government - The GNWT recognizes the Band Councils, Metis Locals and Inuvialuit community corporations of the communities as institutions of Aboriginal governance.

Community Development - A process by which communities initiate and generate their own solutions to their community problems and thereby build long term community capacity and foster the integration of economic, social, political and environmental objectives.

Community-based Strategy - A grass roots plan that leads to a shared vision of the future state of the community. Includes initiatives that have been identified by communities through a community planning process and consultations.

Community Government - Community government means the locally elected structure that is responsible for the management, administration and delivery of municipal programs and services to residents of a defined area and represents any of the community concerns.

Contribution – A conditional transfer payment made to a recipient subject to an audit at a later date for which the Department of Municipal and Community Affairs will receive no goods or services in return.

Regional Organisation - A regional based organisation, recognized by the NWT Societies Act, that through its mandate, supports community development activities (e.g. Deh Cho Tribal Council).

Territorial Organisation - A territorial based organisation, recognized by the NWT Societies Act, which, through its mandate, supports community development activities.

5. Authority and Accountability

(1) General

This Policy is issued in accordance with Financial Management Board direction to delegate to Ministers authority to establish grants and contribution programs. Authority and accountability is further defined in Financial Administration Manual directives, 401, 401-1, 401-2, and 401-4 and as follows:

(a) Minister

The Minister of Municipal and Community Affairs (the Minister) is accountable to the Financial Management Board for the implementation of this Policy.

(b) Deputy Minister

The Deputy Minister of Municipal and Community Affairs (the Deputy Minister) is accountable to the Minister and responsible to the Minister for the administration of this Policy.

(2) Specific

(a) Minister

The Minister may:

- (i) approve changes to this Policy;
- (ii) approve contributions according to the terms and conditions outlined in this Policy; and
- (iii) delegate the authority to approve contributions to the Deputy Minister.

(b) Deputy Minister

The Deputy Minister has the following authority and accountability, which he or she may delegate to the Director Responsible or to Regional Superintendents:

- (i) determine the eligibility of expenditures under this policy; and
- (ii) approve contributions to a community or aboriginal government for community development activities.

The Deputy Minister cannot delegate the authority to approve contributions for regional or territorial organisations.

6. Provisions

(1) Eligibility

Community and Aboriginal Governments are eligible for funding.

(2) Criteria

- (a) Projects must support community based strategies that further community development;
- (b) Applicants must contribute equity in the form of a financial commitment, project management, administration, or services in kind; and
- (c) Funding is limited to development, planning, project management, training and/or travel costs related to the community development activities.

(3) Applications

Applicants are required to submit a detailed proposal and a completed Community Development Fund Application Form to the Regional Community Development Coordinator. Applications are reviewed and approved by the Deputy Minister or their designate.

(4) Financial Conditions

Applicants must submit a year end report as detailed in the guidelines that includes:

- (a) Equity contributions;
- (b) Accounting for all funds received including other partners;



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- (c) Any unused advance payment issued;
- (d) Community development fund year end project report including a summary of achieved results; and
- (e) Actual measurable outcomes and tangible benefits in comparison with anticipated results contained in the application.

7. Financial Resources

Financial resources required under this policy are conditional on approval of funds in the Main Estimates by the Legislative Assembly and there being a sufficient unencumbered balance in the appropriate activity for the fiscal year for which the funds would be required.

8. Prerogative of the Minister

Nothing in this Policy shall in any way be construed to limit the prerogative of the Minister to make decisions or take actions respecting contributions. In this regard, the Minister may make a special exception to the rules set out in this policy. Any exception will require substantiation in writing and must be recorded with the Department of Municipal and Community Affairs.

Jim Antoine
Minister

Original signed July 2000

Date