



1. Statement of Policy

The Department of Municipal and Community Affairs encourages and supports community governments involved in the development of programs that address community priorities in the areas of families and youth, healthy lifestyles and safety education with a special emphasis on active living.

2. Principles

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

- (1) The promotion, development and delivery of programs that address community priorities in the areas of families and youth, healthy lifestyles and safety education with a special emphasis on active living should be encouraged and supported for the benefit of all residents of the Northwest Territories especially in non-taxed-based communities.
- (2) The participation of all residents of the Northwest Territories in programs that positively affect families and youth and should be encouraged and supported especially if they also encourage residents to become more physically active and safer in their communities.
- (3) Staff and volunteers play important roles in programs that positively affect families and youth. As such, they should be encouraged and supported in developing and delivering programs that address community priorities in the areas of families and youth, healthy lifestyles and safety education with a special emphasis on active living.
- (4) Community governments also play an important role in promoting, developing and delivering in programs that address families and youth, healthy lifestyles and safety education with a special emphasis on active living and should be encouraged and supported to continue these efforts.

3. Scope

This Policy applies to non-taxed-based community governments or community supported organizations in those communities eligible for financial assistance through contributions from the Department of Municipal and Community Affairs and as outlined in the attached schedule.

4. Definitions

The following terms apply to this Policy:

Audit - The examination and verification of financial records, and reporting thereon. A Level 1 Audit comprises a financial statement certified by a professional auditor in public practice.

Community Government – See Schedule A-2

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.

5. Authority and Accountability

(1) General

This Policy is issued in accordance with Financial Management Board's delegation of authority to Ministers to establish grants and contribution policies. 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.

(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) approve contributions to organizations or community governments for the purposes outlined in this policy.

6. Provisions

See attached Schedules.

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.



POLICY

03-01
Department of Municipal and Community Affairs
Community Initiatives Program

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 an exception to this policy. Any exception will require substantiation in writing and must be recorded with the Department of Municipal and Community Affairs.

Vince Steen
Minister

Original Signed March 2003

Date



POLICY

03-01
Department of Municipal and Community Affairs
Community Initiatives Program

Schedules

CONTRIBUTIONS

Program Eligibility Criteria

Schedule A-1

Eligible Community Governments

Schedule A-2

Schedule A-1

PROGRAM ELIGIBILITY CRITERIA

1. Purpose

To financially assist non-taxed-based community governments or community supported organizations in those communities to develop and offer programs that address community priorities in the areas of families and youth, healthy lifestyles and safety education with a special emphasis on active living.

2. Eligibility

Non-taxed-based community governments or community supported organizations in those communities are eligible for funding for the following expenses and activities:

- (1) Minor capital recreation projects including but not limited to above ground swimming pools, outdoor skating rinks, parks, playgrounds, trails and sport fields;
- (2) Community youth centers;
- (3) Initiatives designed to increase access to community and active living activities for special needs groups; and
- (4) Safety education programs.

Programs with an emphasis related to the promotion of active living will be given priority.

Communities will be advised each year about the process and deadline for applications. No applications received after the deadline will be considered, unless there are not sufficient suitable applications received by the deadline.

3. Conditions

- (1) The total GNWT contribution through this program cannot exceed \$100,000 in a fiscal year.
- (2) Projects are eligible to receive funding for a maximum of two fiscal years, for a total project maximum of \$200,000.
- (3) Program funding will be restricted to one project per community in any fiscal year.
- (4) Funding can be used for new initiatives or to top up existing funding being accessed through other sources.
- (5) Eligible applicants can utilize services in kind as part of their contribution to a project.
- (6) The proposed funding cannot be used to develop GNWT owned and operated infrastructure.

The program will be application based with a portion of the total budget allocated to each region. If a regional allocation has not been spent or committed by October 1 each year the budget may be reassigned to projects in other regions. No community will receive funding for three years in a row, unless no other suitable applications are received by the October 1 deadline.

4. Review

- (1) The Deputy Minister of Municipal and Community Affairs will be responsible for program management. Approval authority can be delegated to Regional Superintendents or the Director of Sport, Recreation and Youth.

- (2) The following criteria will be taken into consideration when reviewing applications:
 - (a) Priority will be given to proposals that establish an activity or service that is currently not available in the community.
 - (b) Proposals that include a contribution from the community or have the ability to leverage additional funding from other sources will be given priority, assuming all other elements of the proposal fit the criteria.
 - (c) The proposals will be reviewed to ensure the feasibility of implementation and the community's financial ability to meet their obligations.
 - (d) No community will receive funding for three years in a row, unless no other suitable applications are received by the October 1 deadline.
- (3) Applications for funding must include budget estimates for coming year detailing program expenditures, expected revenue and objectives to be achieved in the upcoming year.
- (4) Project reports must include an evaluation on project outcomes and standard financial reporting. The Department reserves the right to require a level I professional audit of any or all projects.



Schedule A-2

ELIGIBLE COMMUNITY GOVERNMENTS

Hamlet of Aklavik
Hamlet of Fort Liard
Hamlet of Fort McPherson
Hamlet of Fort Providence
Hamlet of Holman
Hamlet of Paulatuk
Hamlet of Rae-Edzo
Hamlet of Sachs Harbour
Hamlet of Tuktoyaktuk
Hamlet of Tulita
Charter Community of Deline
Charter Community of K'asho Got'ine (Fort Good Hope)
Charter Community of Tsiigehtchic
Charter Community of Wha Ti
Dechi Laot'i Band (Wekweti)
Gameti First Nation (Rae Lakes)
Jean Marie River First Nation
Ka'a'gee Tu First Nation (Kakisa)
K'atlodeeche First Nation (Hay River Reserve)
Lutsel K'e Dene Band
Nahanni Butte Dene Band
Pehdzeh Ki Dene Band (Wrigley)
Sambaa K'e Dene Band (Trout Lake)
Behdzi Ahda' First Nation (Colville Lake)
Yellowknives Dene First Nation (Dettah)
Settlement of Deninoo (Fort Resolution)
Settlement of Enterprise