

# REGIONAL DISTRICT OF NANAIMO

## P O L I C Y

SUBJECT:	<b><i>Community Works Fund Policy</i></b>	POLICY NO:	A2.24
		CROSS REF.:	
EFFECTIVE DATE:	September 17, 2019	APPROVED BY:	Board
REVISION DATE:		PAGE:	1 of 2

### PURPOSE:

The RDN receives funds each year from the Community Works Fund of the Government of Canada, under agreements between the Government of Canada, Province of British Columbia, Union of British Columbia Municipalities (UBCM), and the Regional District of Nanaimo (RDN). These funds are allocated to the RDN based on the population of the electoral areas. This policy is to govern consideration and evaluation of requests for financial assistance that are specific to the Community Works Gas Tax Funds allocated to the RDN.

### DEFINITIONS:

**“Funding Agreement”** means the 2014 to 2024 Administrative Agreement on the Federal Gas Tax Fund in British Columbia.

**“Contribution Agreement”** means the agreement for community works funds for grantees between the Regional District of Nanaimo and an external organization.

### POLICY:

1. To ensure fair consideration, public consultation, and inclusion in the financial plan, the RDN will only consider applications received no later than the last Friday in August. Proposals received after this date will only be presented to the Board if the project is considered an emergency.
2. Only projects qualifying under the criteria for the Community Works Fund as outlined in the Funding Agreement will be funded.
3. Population of the electoral areas shall be considered when determining the allocation of Community Works Funds.
4. The following project areas shall be given priority:
  - a) Projects which align with the strategic priorities of the RDN
  - b) Projects which address capacity building, including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and asset management plans of the RDN
  - c) Infrastructure projects that are owned or leased by the RDN
  - d) Projects with a regional focus or benefitting a larger portion of the population

5. External organizations receiving Community Works Funds will be required to enter into a Contribution Agreement with the RDN.
6. External organizations must:
  - a) Meet the definition of Ultimate Recipient in the Funding Agreement
  - b) Expend the funds consistent with the RDN's policies
  - c) Provide proof of future ownership or control of the asset for a minimum of the next five years
  - d) Comply with all terms set out in the Funding Agreement and the Contribution Agreement
  - e) Comply with all applicable regulations on the project