



qathet

REGIONAL DISTRICT

SECTION 3	FINANCIAL POLICIES
POLICY	3.12
SUBJECT	COMMUNITY WORKS FUND ALLOCATION
ADOPTED	October 24, 2013
AMENDED	July 30, 2020

POLICY STATEMENT

Community Works Funds (CWF) are made available to eligible local governments, including the qathet Regional District, by the Government of Canada pursuant to the Agreement on the Transfer of Federal Gas Tax Revenues (Gas Tax Agreement) between the Union of British Columbia Municipalities and the governments of Canada and British Columbia. Funding under the program is intended to be directed to local priorities that fall within one of the eligible project categories and that are in keeping with the Agreement's intended outcomes of reduced greenhouse gas emissions, cleaner air and cleaner water.

All local governments receive CWF. The formula for dispersing the funding is based on a formula which includes a base amount and an amount per capita. The City of Powell River receives a share of the CWF according to their population as does the Regional District.

PURPOSE

The Community Works Fund Allocation policy provides direction on allocating CWF funding as well as considering grant applications for CWF funding from outside agencies.

SCOPE

The Board will be designated to review and evaluate all proposed projects and initiatives that meet the eligible criteria and guidelines of CWF.

POLICY/GUIDELINES

It is the policy of the qathet Regional District that:

1. Staff will review all proposals to ensure consistency with the current Community Works Fund Agreement (Funding Agreement).

2. Only projects qualifying under the criteria for the CWF as outlined in the Funding Agreement will be funded.
3. All CWF funds shall be expended in accordance with the agreement entered into between the Government of Canada, Province of British Columbia and the Union of British Columbia Municipalities.
4. Allocation of CWF funds will be considered first and foremost for qathet Regional District's (qRD) own corporate financial challenges.
5. The following project areas shall be given priority:
 - a) Projects which align with the strategic priorities of the qRD.
 - b) Projects which address capacity building, including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and asset management plans of the qRD.
 - c) Infrastructure projects that are owned or leased by the qRD.
 - d) Projects with a regional focus or benefitting a larger portion of the population.
6. Grant requests from eligible outside agencies will be considered only if, after examining qRD's short and long-term financial commitments, there is available unallocated funding.
7. To ensure fair consideration and inclusion in the financial plan, the qRD will only consider applications from outside agencies received no later than the last day of October of each year. Proposals received after this date will only be presented to the Board if the project is considered an emergency.
8. All outside agencies applying for CWF funding shall be responsible for completing the application form (Appendix A) and providing any necessary back-up information.
9. At no time will consideration be given to an incomplete application or one that does not have all of the appropriate information supplied.
10. If the project approved is for an outside agency, that party will be required to enter into the Community Works Fund Third Party Contract.
11. Outside agencies must:
 - a) Meet the definition of Ultimate Recipient in the Funding Agreement
 - b) Expend the funds consistent with the qRD'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 Third Party Agreement
 - e) Comply with all applicable regulations on the project
12. The City of Powell River is not an outside agency and therefore, any grant application submitted by the municipality or on their behalf will not be considered.