

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: GRANT APPLICATIONS / INFRASTRUCTURE  
AND OPERATIONAL**

**POLICY NUMBER: FINANCE - 324**

<i>Date of Council Adoption: May 15, 2017</i>	<i>Date of Last Amendment: October 5, 2020</i>
<i>Council Resolution Number: 2017-222; 2020-492</i>	
<i>Originating Department: Finance</i>	<i>Date last reviewed by Governance and Legislation Committee: September 28, 2020</i>

**Policy:**

There are many grant opportunities that can arise, primarily Federal and/or Provincial. Staff will strive to seek out these opportunities and where it makes good economic sense will pursue them.

At times grant opportunities are announced with tight timelines for submission. When it is determined a grant will be pursued, staff, in discussion with the Chief Administrative Officer, will begin work to complete the grant.

There are two (2) types of grants defined as follows:

**Infrastructure:**

Projects related to new or replacement capital infrastructure as well as those that help improve or develop long-term comprehensive plans that include, but are not limited to: capital asset management plans, community energy plans, integrated storm water management plans, water master plans and liquid waste management plans.

There could be a range of activities that could be included in this category related to assessing the technical, environmental and / or economic feasibility of municipal infrastructure projects and the development of sustainable community infrastructure.

At times, a grant opportunity is available for multiple eligible infrastructure projects and the application provides for the order of preference or priority. Provided the application process provides for sufficient time to confirm Council's priorities between infrastructure projects, this type of grant will be brought before Council with a corporate report giving information in regard to the grant, what is being applied for, a recommendation with regards to priorities, and financial plan considerations. Some of these grants may require Council approval / resolution of Council. Due to timing there may be occasion where a grant was applied for prior to Council resolution

and it is sought following the application being made. These grant applications are selected with the consideration of the financial plan which provides the authority to spend money on capital projects, as well as a review of the current Council priorities.

**Operational:**

Projects related to the operation and business function of the City.

This type of grant is handled through staff in communication with the Chief Administrative Officer. However, if there is a community event component to the grant application, a corporate report will be provided to Council with a recommendation regarding the scope of the event.

If there is not a requirement for a Council resolution and no significant community event component, staff will complete the grant application and submit it in order to ensure deadlines are met. Staff will inform Council of the result of these applications for informational purposes

**Rationale:**

This policy acknowledges two (2) types of grant opportunities and approval process associated with each. Infrastructure grants will come forward to Council for consideration and confirmation of capital priorities. Operational grants are typically handled through staff, working with the Chief Administrative Officer, excluding grants involving community events. In this circumstance a corporate report will be brought forward that will serve to ensure Council consideration and give the opportunity to inform the public with as much notice as possible.