

Lac La Biche County *Policy*

TITLE: Event Sponsorships and Donations

POLICY NO: FIN-71-023

RESOLUTION: 20.663

EFFECTIVE DATE: August 25, 2020

DEPARTMENT RESPONSIBLE: Finance and Grants

NEXT REVIEW DATE: August 25, 2023

POLICY STATEMENT:

Lac La Biche County receives requests for financial support from organizations for a variety of events and fundraising initiatives. These may be in the form of a request for a donation or a sponsorship, or as a request by the applicant that the County purchase tickets or pay for enrollment for attendance or participation at an event. These are often requests where:

1. It is not reasonable or practical to require the applicant to submit a grant funding application;
2. The level of funding requested is lower than what County event grant programs are designed to provide;
or
3. The event is not eligible under the County event grant program.

To this end, the County will establish a policy to ensure that these types of requests of these types are handled in a consistent, transparent and efficient manner.

DEFINITIONS:

“Event Sponsorships and Donations” means financial contributions made to an applicant organization in the form of a donation or a sponsorship, or the purchase of tickets, tables, or enrollment into a sporting or other participatory event. This does not include in-kind services.

“County Grant Programs” shall mean both formal grant programs established by a Lac La Biche County department, as well as informal practices of providing funding contributions that fall within the scope of the of the respective department’s mandate and program delivery.

PRINCIPLES:

- On an annual basis, the County may make funds available for Event Sponsorships and Donations.
- The following events will be generally considered for Event Sponsorship and Donations:
 - Golf tournaments
 - Fundraising dinners and banquets
 - Awards dinners
 - Conferences
- Some requests may not be funded.
- Normally, request of this type will be considered for up to \$1,500 in funding.
- Requests exceeding \$1,500 may be considered at the discretion of the Chief Administration Officer.
- Requests may be directed to other County Grant Programs, when appropriate.
- The County will review and approve requests on a case by case basis, at the discretion of Administration and Council.

"Original Signed"

Chief Administrative Officer

August 28, 2020

Date

"Original Signed"

Mayor

August 29, 2020

Date

SPECIAL NOTES/CROSS REFERENCE: CM-71-015, FIN-71-024

AMENDMENT DATE: