



<b>POLICY</b>		
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<b>Youth Event Sponsorship</b>	<b>November 28, 2023</b>	<b>424/23</b>

**Purpose:**

Kneehill County is committed to supporting and nurturing the growth, development, and empowerment of young individuals within our community. To further this mission, we have established the Youth Event Grant Policy to provide financial assistance to organizations operating within the boundaries of Kneehill County, for the purpose of organizing and conducting youth-oriented events, activities, and programs.

**Policy Guidelines:**

**1. Eligibility:**

- a) To be eligible for the Youth Event Grant, organizations must meet the following criteria:
  - i) The applicant must be an organization, team, or youth group operating within Kneehill County, including urban neighborhoods within the County.
  - ii) The event should primarily target participants in the age range of 6 to 18 years.

**2. Ineligible:**

- a) Public and Private Schools
- b) Projects that are already receiving financial support from other County sources.
- c) Individuals
- d) Businesses
- e) Grant funds must be used for a public purpose and may not support or promote political activities, or private interests. This grant funding cannot be used for fundraising events or to host charity walks or runs.

**3. Funding**

- a) The grant amount and availability will be determined by Council during the annual budget deliberations.

**4. Grant Application Process**

**a) Submission:**

- i) Organizations interested in applying for the grant must complete the provided official application form. This form will require detailed information about the event, its objectives, target audience, budget, and anticipated impact.
- ii) Grants are limited to one per financial year for each applicant.
- iii) Grants cannot be spent on capital items.
- b) **Supporting Documentation:** Applicants may be required to submit additional documentation, such as a budget breakdown, event itinerary, and marketing plan.
- c) It is encouraged for applicants to present to Council, especially if they can be conducted by the youth involved, but is not mandatory.
- d) Applicants may also be invited as a delegate to Council to answer questions they might have.



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- e) **Application Review:** A review committee comprising of all Council members will evaluate all applications based on the following criteria:
- i) Demonstrated need for the project and how it supports youth growth and development.
  - ii) Overall impact the project will have on the community and the number of children it will benefit.
  - iii) The need for financial assistance for the project as well as funding commitment from the applicant organization, or other funding sources to ensure the project's success.

## 5. Grant Disbursement and Reporting

- a) The grant amount will be determined by Kneehill County based on the event's needs, impact, and available funds.
- b) A brief final report is required upon completion of your event or activity, and the event may be focused in our newsletter.
- c) Recipients must acknowledge Kneehill County's support in event marketing and promotional materials.

## 6. Application Deadline

- a) Application will be accepted through January 1 to December 31.

  
Ken King,  
Reeve

  
Mike Haugen,  
CAO

Approved: December 10, 2019 534/19

Approved: November 28, 2023 424/23

Review Date: **November 28, 2027**

