

Subject: **Kneehill County Grant Program**
 Meeting Date: Tuesday, April 14, 2026
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Carolyn Van der Kuil, Legislative Services Manager

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

Kneehill County currently administers several separate grant and sponsorship policies that have evolved over time. While each policy addressed a specific funding area, collectively they resulted in:

- Overlapping eligibility requirements,
- Inconsistent application and approval processes,
- Multiple funding streams with different timelines and reporting standards, and
- Public confusion regarding which program to apply under.

Administration undertook a comprehensive review of the existing grant policies to improve clarity, consistency, and efficiency, while maintaining Council’s intent to support community-driven initiatives.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Overview of the New Grant Program Policy

The proposed Grant Program Policy consolidates five existing grant and sponsorship policies into one comprehensive framework. They Included:

- 15.3 – Community Grants to Non-Profit Organizations- \$30,000
- 15.4 – Rural Community Hall Capital Grant - \$20,000
- 15.7 – Community Enrichment Support Program - \$6,000
- 15.8 – Rural Resident Connections Grant - \$4,000
- 15.10 – Youth Event Sponsorship \$10,000

The new policy establishes a single, transparent program that supports community initiatives, capital projects, events, and youth-focused activities across Kneehill County.



Rather than eliminating support, the new policy retains and formalizes the intent of the former programs, while aligning eligibility, funding criteria, approval authority, and reporting requirements.

Program Categories

The consolidated program establishes the following four funding categories:

1. **Community Capital Project Grants**
 - Short-term, project-based capital initiatives led by eligible non-profit or community organizations.
 - Requires a minimum 50% matching contribution.
 - Projects must be completed within one year.
2. **Rural Community Hall Capital Grants**
 - Capital improvements to recognized rural community halls.
 - Requires a minimum 25% matching contribution.
 - Projects must be completed within one year.
3. **Community & Event Sponsorships**
 - Support for non-profit-led community, cultural, recreational, or neighbourhood events.
 - Smaller requests (\leq \$250) may be approved by the CAO to ensure timely support.
4. **Youth-Focused Initiatives**
 - Programs or events primarily benefiting youth aged 6–18.
 - Delivered by eligible organizations rather than individuals or schools.

Key Changes and Improvements

The new policy introduces several important improvements:

- **Single Application Process:**
One application form and review process replaces multiple policy-specific applications.
- **Clear Eligibility Rules:**
Consistent applicant eligibility, including clear exclusions for individuals, businesses, and municipally owned assets.
- **Standardized Matching Contributions:**
Clearly defined valuation rates for volunteer labour, donated materials, and equipment.
- **Defined Approval Authority:**
 - CAO may approve requests up to **\$250**
 - Council approval required for requests exceeding \$250
- **Improved Accountability:**
 - Final reports and financial summaries are required before future funding is considered.
 - Unused or unapproved funds must be returned.
- **Flexibility with Oversight:**
Extensions may be approved by the CAO, with Council informed through regular reporting.

With the deletion of the five existing grant policies, the following grant and recognition programs will continue to remain in effect and unchanged:



- Policy 15-1, 100 Year Farm and Ranch Award
- Policy 15-2, Special Occasion & Milestone Recognition
- Policy 15-5, Kneehill County Scholarship Program
- Policy 15-13, Rural Community Hall Operating Grant

FINANCIAL & STAFFING IMPLICATIONS:

There are no new financial impacts associated with adopting the Grant Program Policy. The combined funding allocation for the five existing grant policies totals \$70,000 in the 2026 budget. Funding for the Grant Program will continue to be determined annually by Council through the budget process, and Council may increase or decrease the overall funding allocation based on budget priorities and available resources.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

“New” Policy 15-11, Grant Program Policy
 Policy 15-11, Grant Program Application

COUNCIL OPTIONS:

1. Approve New Grant Program Policy
2. Request further information
3. Receive for information

RECOMMENDED MOTION OR ACKNOWLEDGEMENT:

That Council approve Policy 15-11, Grant Program Policy as presented, and repeal the following policies:

- 15.3 – Community Grants to Non-Profit Organizations
- 15.4 – Rural Community Hall Capital Grant
- 15.7 – Community Enrichment Support Program
- 15.8 – Rural Resident Connections Grant
- 15.10 – Youth Event Sponsorship

FOLLOW-UP ACTIONS:

Communicate the new program by updating the County website.

APPROVAL(S):

Theresa Cochran, Interim Chief Administrative Officer

Approved-

