



Municipality of the District of Lunenburg

REQUEST FOR DECISION

REPORT TO: Mayor & Municipal Council
SUBMITTED BY: Tom MacEwan, CAO
DATE: June 23, 2020
RE: Emergency Assistance Fund for Community Organizations

RECOMMENDATION

Council approve the attached Emergency Assistance Fund for Community Organizations.

Background

Municipal Council has included \$150,000 in the 2020-2021 Municipal Budget for an Emergency Assistance Fund for Community Organizations. The Finance Committee provided direction and input to staff regarding the preparation of the Emergency Assistance Fund for Community Organizations grant program.

Staff have prepared the attached Emergency Assistance Fund for Community Organizations grant program and is submitting it for Council approval.

RECOMMENDED MOTION:

Council approve the Emergency Assistance Fund for Community Organizations as presented.

Department: Administration

Report Prepared By: Tom MacEwan, CAO

Report Approved By: _____ Date: _____

Reviewed By CAO: _____ Date: _____

MUNICIPALITY OF THE DISTRICT OF LUNENBURG

GRANT APPLICATION

EMERGENCY ASSISTANCE FUND FOR COMMUNITY ORGANIZATIONS

Background

The Municipality of District of Lunenburg (“MODL”) recognizes that, due to the Covid-19 restrictions, local groups and community organizations have not been able to host planned fundraising events and activities and that the inability to hold these fundraising events and activities has resulted in significant financial hardship.

The Municipality has established this Emergency Assistance Fund to assist local groups and organizations in addressing the financial hardship caused by the inability to host planned fundraising events and activities during the Covid-19 crisis

Application Guidelines

An Applicant must complete and submit the attached Application Form.

The Application Deadline is 4:30 pm on Friday, July 17, 2020. All applications must be received at the Municipal Office before the Application Deadline. Late Applications will not be considered.

The Application Period extends from March 15th to September 30th, 2020. Applicants can apply for emergency assistance for fundraising events and activities that were scheduled to take place during the Application Period but had to be cancelled because of the Covid-19 restrictions.

Local groups and organizations that receive emergency assistance through this program are still eligible to apply for regular municipal grants in the 2020-2021 Fiscal Year.

Eligibility Criteria

To be eligible for the Emergency Assistance Fund for Community Facilities, the Applicant must demonstrate the following:

- The Applicant must be a non-profit (or not-for-profit) community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization.
- The Applicant must own or operate a community facility or community hall that is used for hosting funding events and activities that are open to the general public and the community facility or community hall must be located within MODL with the exception of Royal Canadian Legion Branches which are located outside MODL.

- Royal Canadian Legion Branches which are not located in MODL may be eligible for funding provided that the Branch can demonstrate (1) that it has members who are residents in MODL or (2) that it serves residents of MODL.
- The Applicant must demonstrate that it has experienced a negative financial impact resulting from its inability to raise funds through planned fundraising events and activities that had to be canceled due to Covid-19 restrictions.
- In circumstances where more than one organization is involved in the fundraising event (i.e. one organization holds the event and the other organization provides the community facility or local hall), the hosting organizations is eligible to apply for the lost fundraising revenue notwithstanding the fact that it does not own or operate the community facility or community hall.

Restrictions

Businesses are not eligible to apply for this emergency funding.

Fire Departments are not eligible for this emergency assistance. A separate process is being developed for Fire Departments to apply for emergency funding.

An Applicant shall not request funding in excess of the estimated funds lost as a direct result of the cancellation of the planned funding raising event or activity that had to be cancelled because of covid-19 restrictions.

The decision on eligibility and the amount of funding awarded, if any, rests solely with the Council of the Municipality of the District of Lunenburg. In addition, Council reserves the right to modify or reject any application and to approve funding amounts lower than the amount requested by the Applicant.

Funding Amounts

The Maximum Monthly Funding available to an Applicant is \$500 per month.

The Maximum Total Funding available to an Applicant is \$2,500.

Applicants who own or operate a community facility or community hall located in the Municipality are eligible to receive up to the Maximum Monthly Funding amount (\$500) to the Maximum Total Funding amount (\$2500).

Royal Canadian Legion Branches that are not located within the Municipality of Lunenburg are eligible to receive up to 60% of the Maximum Monthly Funding amount (\$300) to 60% of the Maximum Total Funding amount (\$1500).

Emergency Assistance Fund for Community Facilities

Name of Organization / Facility:		
Contact Person:		
Mailing Address:		
Email:		Phone:
Date:		

1. Please provide a brief description of the events and activities that have been cancelled at your facility as a direct result of the coronavirus closure. For example, community breakfasts, facility rentals, dances, etc.

2. Please provide an overview of the financial loss that your organization has suffered as a result of the recent closure:

Date	Event / Activity / Facility Rentals Cancelled	Financial Loss
TOTAL		\$

3. Based on information provided above, what is the total amount of emergency funding requested?

\$

4. Is your emergency funding request time sensitive? Yes No

Please Explain: (For example, some facilities may have cash flow constraints by a specific date)

5. Any additional comments about your application?

(Please attach a separate page if insufficient space to respond to questions)

If funding is approved, who should the cheque be made payable to:

(Cheque must be made payable to a group not an individual)

Please forward applications to the following: alex.dumaresq@modl.ca

Or

Office of the Deputy C.A.O
"Emergency Assistance Fund Request"
Municipality of the District of Lunenburg
210 Aberdeen Road
Bridgewater, NS B4V 4G8

Or

Municipal Office Drop-box
210 Aberdeen Road, Bridgewater