

## Community Event Grants Policy



### Purpose

The Community Events Grant Program supports small-scale, community-focused events and festivals that primarily serve residents of the Municipality of Colchester. These grants are intended to assist with costs of grassroots and local initiatives that strengthen community connection, participation, and local pride.

Events supported through this program typically:

- Are organized by local, non-profit or volunteer-based groups
- Are modest in scale and budget
- Are free or low-cost for participants and attendees
- Are marketed primarily within the Municipality
- Focus on community participation and visitor attraction
- Strengthen neighbourhoods, clubs, and community networks
- Support culture, recreation, and social connection

Events whose primary purpose is to attract out-of-region participants, spectators, or overnight visitors, such as provincial, regional, or national tournaments, large-scale festivals, or destination-marketed events, are outside the scope of this Policy and should be directed to the Central Nova Scotia Tourism Development Society (CNSTDS) Event Funding Program.

An event cannot receive funding through both the Community Events Grant Policy and the Central Nova Scotia Tourism Development Society (CNSTDS) Event Funding Program within the same fiscal year. Applicants must seek support from the program that best aligns with the primary purpose and scope of their event.

Applications will be reviewed to determine whether they are best suited for funding through the Municipality's Community Events Grant Policy or through CNSTDS's Event Funding Program. Where an application is determined to be more appropriately aligned with the CNSTDS Program, the applicant will be advised to submit their request directly to CNSTDS.

### Budget Amount & Financial Assistance

- On an annual basis, the Municipality will identify, in the Operating Budget, an amount to be allocated for Community Event Grants. Should Council wish to change the allocated amount, it may refer the matter to the annual Additions and Deletions meetings.
- Applicants should be aware that the program is intended to assist multiple organizations with modest contributions.
- No single event shall receive more than \$5,000 under this Policy in any fiscal year.

### Application Process

- Application process guidelines are located on the Colchester County Grants & Funding webpage.

- Organizations may be required to present their grant request in person before Council.
- Although applications will be received throughout the year, organizations are encouraged to submit their request in January to align with Municipal budgetary planning.

**Eligibility Criteria**

- Community Events Grant recipients are eligible for a maximum of three grants over the life of the event or festival.
- Applicants must be a non-profit organization which is either an incorporated body or a registered charity.

**Grant Reporting**

- Post-grant reporting is required of all organizations to confirm use of funds is consistent with the grant applications and the terms and conditions set out in the letter of notification.
- Photographs and descriptions of the grant-supported activity are encouraged. Organizations should report on successes and short-comings in relation to the community and economic impact they anticipated.
- Post-grant reporting must be received prior to eligibility for a subsequent grant.

<b>Clerk's Annotation For Official Policy Book</b>	
Date of Notice to Council Members of Intent to Consider (7 days minimum): <u>March 6, 2026</u>	
Date of Passage of Current Policy:	<u>March 26, 2026</u>
I certify that this Policy was adopted by Council as indicated above.	
<u>Dan Troke</u> Municipal Clerk	<u>March 27, 2026</u> Dated

*amended March 26, 2026  
amended November 30, 2017  
amended March 26, 2009  
adopted December 1, 2005*