



## **HALTON HILLS 50<sup>TH</sup> ANNIVERSARY LEGACY PROJECT GRANT GUIDELINES**

### **OVERVIEW:**

The Town of Halton Hills was formed through the provincially mandated amalgamation of Esquesing Township, Georgetown and Acton in 1974. On January 1<sup>st</sup>, 2024, the Town will mark its 50<sup>th</sup> anniversary of incorporation. To commemorate this occasion, the Town is offering community groups a one-time grant for legacy projects that honour and celebrate the Town's 50<sup>th</sup> anniversary.

The Halton Hills 50<sup>th</sup> Anniversary Legacy Project Grant will provide community groups up to a maximum of \$2,500 in funding towards legacy projects that will be completed in 2024. The grant funding amount is to be equally matched by the community group, through contribution of volunteer hours (valued at \$16.55/hr.) and/or donated services, materials, and supplies.

Grants are for projects that:

- Relate to the 50<sup>th</sup> anniversary theme of "Recognizing the Communities of Halton Hills".
- Are intended to make a meaningful impact that will endure for years to come.
- Will meet a specific objective and be completed in a set timeframe.
- Are focused to Halton Hills and could consist of community improvements projects, public art, park or trail related components, signage/plaques, or outdoor furniture/amenities etc.

There is \$10, 000 in funds available for Halton Hills 50<sup>th</sup> Anniversary Legacy Project Grants. It is expected that a limited number of legacy projects will receive a grant.

### **ELIGIBILITY:**

1. Not-for-profit Community groups, clubs and organizations located in the Town of Halton Hills and/or serving the Halton Hills community are eligible to apply.
2. Community groups or organizations as determined by the Town that fall under the scope or jurisdiction of another municipality, Halton Region, the Provincial Government, the Federal Government, school boards, schools, or school councils are not eligible.

## **APPLICATIONS REQUIREMENTS:**

1. Applications will be accepted starting November 6<sup>th</sup>, 2023, until the deadline of December 10<sup>th</sup>, 2023. Funding approval and notifications will take place in January 2024.
2. Applications should be endorsed by members of the group or organization that have the authority to bind the group or organization (where applicable).
3. As only a limited number of legacy projects will receive a grant, applicants should prepare a competitive proposal that responds to the following application questions;
  - a. Please describe how your project will commemorate the Town of Halton Hills 50<sup>th</sup> anniversary of incorporation and recognize the communities of Halton Hills. (Max. 100 words)
  - b. Please provide a description of your project. Include objectives, overall project plan with key dates and scheduled activities and details for legacy project maintenance. (Max. 200 words)
  - c. Please indicate how your project maximizes this grant by sharing the financial information specific to the project and confirming how your group will match this grant through volunteer hours and/or donated services, materials, and supplies. (Max. 200 words)
4. For more information about the Halton Hills 50<sup>th</sup> Anniversary Legacy Project Grant, or to discuss your proposed project, please email Community Development staff [commdev@haltonhills.ca](mailto:commdev@haltonhills.ca).

## **APPLICATION REVIEW:**

1. The application review may be informed by several means as appropriate. This may include consideration of publicly available information outside of that provided within the application.
2. Additional information may be requested from the applicant to supplement the review.
3. Applications will be assessed for eligibility, relation to the 50<sup>th</sup> anniversary theme, overall plan, and efficient use of funds.
4. Town Council will provide final approval of the legacy projects being recommended for granting.
5. All decisions for funding recommendations are final. Unsuccessful applicants are welcome to review their application with Town staff for feedback.

## **TERMS & CONDITIONS:**

1. Successful recipients will ensure liability insurance with adequate coverage for their project and their organization (if applicable) prior to grant distribution.
2. Successful recipients will ensure their project adheres to all applicable inspections, permits, licenses, approvals, municipal by-laws, policies, and procedures.
3. The Town reserves the right to cancel awarded funding without notice or at the Town's request, the funding recipient shall repay the whole or part of the funding, if the recipient:
  - a. Ceases operation or dissolves.
  - b. Has knowingly provided false information.
  - c. Breaches any of the Terms and Conditions; and/or
  - d. Has been found in any other situation whereby the funding can no longer be effectively used to complete the project.