

THOMPSON COMMUNITY FOUNDATION

Statement of Grantmaking Policy and Procedures

As Amended: December 2020

Grantmaking Policy

Grantmaking refers to the use of a portion of the investment earnings of permanent endowment funds to provide financial support to qualified community groups whose activities advance the objectives of the Thompson Community Foundation. These objectives include:

- Support family well-being;
 - Promote the development of children, youth and seniors;
 - Assist and promote the arts, culture and heritage activities;
 - Advanced education;
 - Support and advance the provision of medical services;
 - Support the enhancement of the environment;
 - Support social programs; and
 - Support and advance other community activities or facilities of a charitable nature.
1. Grants can be made only to non-profit organizations with Revenue Canada Charitable Registration Numbers and other qualified recipients under the Income Tax Act.
 2. Grant applications will be accepted during a predetermined grant cycle in February.
 3. The Foundation may upon recognition of community need, approach qualified recipients with financial support (proactive grantmaking).
 4. In funding large projects, the Foundation may pledge multi-year grants and/or enter into funding partnerships with other organizations and funders.
 5. It may be necessary to limit the frequency of applications from any one organization to assure equitable access to funding supports for all organizations.
 6. Grants are approved by a majority vote of the Board of Directors.

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Grants Committee

In order to implement the policies and guidelines contained in this document a Grants Committee shall be formed. The Grants Committee will be a standing committee of the Foundation. Its members will be appointed by the board and shall be composed of:

- Grant Committee Chairperson
- One (1) additional Thompson Community Foundation board member
- Four (4) members of the community

The duties of the Grants Committee shall be as follows:

- To review the applicant documentation
- To interview applicants where necessary
- To present the application to the Board (duty carried out by chairperson on behalf of the committee)
- To make granting recommendations to the Board (duty carried out by chairperson on behalf of the committee)

The Grants Committee shall meet as necessary at the call of the Chairperson.

Grantmaking Procedures

1. A Grant Application form and Grant Guidelines are obtained from the Foundation's Executive, any Board member, or online through the Foundation's website.
2. The completed application is received by the Executive Director or their designate, who acknowledges receipt and provides copies of the application to the Grants Committee
3. The Grants Committee carries out its duties as outlined above. Presentations to the Board are accompanied by the minutes of the grant committee meeting which should specify a rationale for the decisions.

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4. The Grants Committee chair communicates the decision to the applicant and specifies any conditions applying to the awarding of the grant.
5. The grants committee chair ensures that guideline contract is received and signed by the applicant within the specified time period.

Date: December 15, 2020

Signature of President

J. Pelk

Signature of Vice President

T. Krawetz

Signature of Vice President

S. Thethy