

District of West Vancouver  
**POLICY**

Title: Community Grants Framework  
Division: Parks, Culture & Community Services  
Policy Number: 0121  
File Number: 0282-20-0121

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## 1. Purpose

- 1.1. To support the delivery of cultural and community services in, or for citizens of, West Vancouver; support fair and consistent review of all applications for the Community Grants Program; and set out the requirements for grant recipients.

## 2. Scope

- 2.1. This policy applies to the District of West Vancouver's Community Grants Program and any other community grants programs established by Council.

## 3. Definitions

- 3.1. "Advisory Panel" is a community-based advisory panel that works with staff to provide community input into operational matters.
- 3.2. "Community Grants Program" is a funding program to support youth and not-for-profit organizations that deliver important social, arts, cultural and community services in or for the citizens of West Vancouver.
- 3.3. "District" means Council and/or authorized staff.
- 3.4. "Local to Global Youth Initiatives Grants" empower young people to impact their communities by investing in individuals, as well as grassroots community projects. The purpose of grants from this fund is to provide support for participation and event costs.

## 4. Policy Statement

- 4.1. The Community Grants Framework Policy supports the delivery of cultural and community services in, or for citizens of, West Vancouver.
- 4.2. The Community Grants Framework Policy benefits residents of West Vancouver by:
  - supporting diverse organizations and youth that respond to a broad spectrum of community needs and interests;
  - providing local government sponsorship for community organizations to attract funding from senior levels of government, donors, and foundations; and
  - encouraging civic engagement, service, and volunteerism.

## 5. Authority

- 5.1. Council determines the budget for the Community Grants Program through the District's annual budget process and approves the annual grants awards.
- 5.2. An advisory panel works with staff to oversee the Community Grants Program and provide independence in the adjudication process. The advisory panel makes funding recommendations which are forwarded to the Arts & Culture Advisory Committee prior to Council approval. The Local to Global Youth Initiatives Grants are reviewed by the advisory panel and staff, with recommendations forwarded to the Director of Parks, Culture & Community Services for final approval.
- 5.3. District staff is responsible for the collection, analysis and presentation of the Community Grants Program applications and other relevant information to the advisory panel.

## 6. Related Policies or Procedures

- 6.1. Community Grants Framework Procedure 0186

## 7. Approval

|  |   |   |
|--|---|---|
| <b>Approved by</b>   | <input type="checkbox"/> CAO                      | <input checked="" type="checkbox"/> Mayor and Council |
| <b>Approval date</b>                                       | 2023/11/20  |   |
| <b>Council minutes eDocs #<br/>(Council Policies only)</b> | 5681307   |   |
| <b>Council report eDocs #<br/>(Council Policies only)</b>  | 5665530   |   |
| <b>Signature</b>   | <u><i>[Original signed by Mayor]</i></u><br>Mayor |   |

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| <b>Approved by</b>   | <input type="checkbox"/> Municipal Manager | <input checked="" type="checkbox"/> Mayor and Council |
| <b>Replacement date</b>                                    | 2025/01/27                                 |   |
| <b>Council minutes eDocs #<br/>(Council Policies only)</b> | 5796554                                    |   |
| <b>Council report eDocs #<br/>(Council Policies only)</b>  | 5784320                                    |   |
| <b>Replacement Description</b>                             | To update the related procedure.           |   |
| <b>Signature</b>   | <u>[Original signed by Mayor]</u><br>Mayor |   |

## 8. Additional Information

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|----------------------------|--|---|
| <b>Category</b>            | <input checked="" type="checkbox"/> Council            | <input type="checkbox"/> Administrative |
| <b>Related procedure</b>   | <input checked="" type="checkbox"/> Yes (0282-20-0186) | <input type="checkbox"/> No             |
| <b>Date of last review</b> | 2025   |   |