



<i>Administrative Policy</i>	No. 14
SUPPORT FOR RECREATION AND CULTURE ORGANIZATIONS	Resolution # 2002-180 Adopted on: October 7, 2002

1. PURPOSE

- 1.1 To acknowledge the important contribution of non-profit organizations on our territory in the fields of community, culture, sports or recreation.
- 1.2 To identify groups or organizations targeted by our policy and to specify the services that the municipality can offer them.
- 1.3 To promote activities and groups who build on volunteer work and partnerships, while taking into consideration the many requests and the difficulty in meeting all the needs for human resources and material. As a whole, the support program rests on the availability of resources; since these are limited, the Edmundston municipality will grant support depending on its ability to do so.

2. SCOPE

This policy applies to all certified non-profit organizations on the Edmundston municipality territory.

3. OBJECTIVES

- 3.1 Promoting proper use of public funds towards the support of organizations.
- 3.2 Fairly recognizing and encouraging the efforts of the various organizations in the Edmundston municipality.

- 3.3 Identifying and differentiating various organizations and defining our interventions.

4. ELIGIBILITY CRITERIA

4.1 The applicant's identity

- a) Only certified non-profit organizations can submit a request for support.
- b) The organizations must have a democratic structure.

4.2 Origin

The organization must be recognized as working within the municipal territory and have its head office in Edmundston.

4.3 Intervention

With regards to this policy, the Edmundston municipality will favor areas pertaining to community, culture, sports and recreation.

4.4 Accessibility

Services offered or activities planned by the organizations must be accessible to the overall population.

5. PROCEDURES FOR RECOGNITION

- 5.1 Organizations who wish to be certified must fill out the required form.
- 5.2 An organization is certified once it has been approved by the municipal Council. In an agreement with the organization, the Recreation and Culture Service will confirm the certification received and explain the support available.
- 5.3 The recognition is valid for one year. The procedure must be repeated each year or be updated. Recreation and Culture Service personnel will ensure a follow-up with the organizations and send

out notices so that the organizations can renew their certifications.

6. ORGANIZATION CATEGORIES

The Edmundston municipality recognizes six types of organizations.

6.1 Youth Organizations

These organizations are focused on interventions in youth development in areas of recreation, sports, culture or community. Two-thirds (2/3) of the organization's members must be citizens of the Edmundston municipality and the organization must be, or in the process of being, incorporated.

6.2 Partnership Organizations

These community partnership organizations are targeted primarily at adults and their involvement is related to community development, culture and sports. Services offered must be accessible to their members and/or the citizens of Edmundston and the organization must be, or in the process of being, incorporated.

6.3 Institutions

Institutions represent public and para-public organizations as well as non-profit organizations whose mandate is to promote health, education, tourism and local economic development. Groups of this category must hold the majority of their activities within the Edmundston municipality.

6.4 Groups

Groups are composed of individuals who share a common interest or activity in areas of recreation, sports, culture or community. Their activities must take place within the Edmundston municipality.

6.5 Events

These are non-profit, incorporated event organizations whose goal is to promote events within the Edmundston municipality. Activities are targeted at the population in general and events may be annual or occasional.

6.6 Foundations

A non-profit incorporated organization whose mandate is to collect funds for a specific purpose. Activities may be punctual or occasional but the main activities must take place within the Edmundston municipality.

7. SPECIAL ACTIVITIES

On recommendation from the director of Recreation and Culture Service, all special activities or exceptional situations not covered by this policy will be brought to the municipal Council for approval.

8. ABROGATION

This policy replaces any previous policy regarding the support of Edmundston organizations.

Mayor

Assistant clerk