



## Policy A04

# Community Fund

### Purpose

The Halton Police Board's Community Fund, consisting of the proceeds from the sale of found and seized property which lawfully comes into possession of the Police Service, may be used for any purpose that the Board considers to be in the public interest.

1. **Eligible Disbursements**. Disbursements of the Community Fund shall be restricted to:
  - 1.1. Community Relations and Outreach;
  - 1.2. Public Education and Awareness;
  - 1.3. Rewards; and
  - 1.4. Board Priorities; and any initiative the Board deems to be aligned with the Strategic Plan or crime prevention.

### Requirements

2. **Eligibility Restrictions**. Notwithstanding the eligibility criteria above, the following are not eligible to receive Community Fund disbursements:
  - 2.1. Organizations or agencies who do not hold Not-for-Profit status at the time of their application;
  - 2.2. any funding requests that would personally benefit a Member of the Board or Service (past or present);
  - 2.3. any item included in the current operating or capital budget of the Halton Regional Police Service;

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- 2.4. a deficit in the current or previous operating or capital budget of the Police Service;
- 2.5. expenditure plans that extend beyond the current fiscal year;
- 2.6. any political or partisan events or activities;
- 2.7. any individual or team sponsorship that is raising funds for a larger organization;

**Additional Criteria:**

- 2.8. Disbursements are not intended to create any financial dependency, and any annual recurrences must take this into account. The approval of funding for a particular purpose will not be considered as a precedent which binds the Board.
- 2.10. Disbursements will only be provided to end users, directly responsible for the activity or project being funded.
- 2.11. The Board retains all authority to approve funding requests.

**3. Application and Screening Process:**

Requesting organizations are required to provide:

- 3.1. Community Fund Application filled out, with most recent financial statements attached.

Once the Application is received:

- 3.2. Upon receipt of the application Board staff will forward the application to the Community Fund Committee for review and recommendation;
- 3.3. The Committee may request the Chief of Police complete a background check on the agent/agency's validity prior to the Boards consideration of the application.
- 3.4. The Committee will review the organizations mandate and previous activities to ensure they comply with the Boards strategic priorities;
- 3.5. Once the Community Fund Committee has reviewed the application a recommendation will be provided to the Board for a final decision. All decisions are final and may not be appealed.



4. **Fund Administration.**

The Chief will ensure that:

- 4.1. the Community Fund is held in a separate bank account;
- 4.2. Community Fund transactions are properly managed; and
- 4.3. Community Fund records are maintained.

5. **Monitoring and Reporting Requirements**

- 5.1. The Chief shall semi-annually report to the Board all Community Fund deposits and disbursements, identifying recipient organizations for each disbursement.
- 5.2. The organization receiving the funds is required to report back to the Board within **30 days** following the event in which funding was provided for.

The report must include:

- i. Review of event attendance;
  - ii. Review of community impact;
  - iii. Pictures of the event if possible;
  - iv. Any testimonies from attendees on how the event or funds positively impacted them (minimum of 3); and
  - v. Accounting of funds spent.
- 5.3. If an organization fails to report back to the Board, they will be ineligible for any grants from the Community Fund in the future.

**Legislative Reference:**

*PSA, s.132, 133*

*CSPA s258*