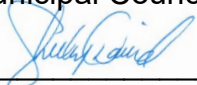


Title Grant Disclosure Policy

Approved by Council	Date: October 28, 2025
Policy Review Notification	Date: October 9, 2025
Policy Review	Date: October 14, 2025
I certify this to be a true copy of the Grant Disclosure Policy as adopted by the Municipal Council of Richmond County at a Public Meeting held October 28, 2025.	
	
Shelley David Municipal Clerk	

1. Policy Statement

1.1 Pursuant to Section 65(C) of the *Municipal Government Act*, it shall be the policy of the Municipality of the County of Richmond that all grant funding provided each year by the Municipality to community organizations be publicly disclosed according to the conditions as set out in this policy.

Grant disclosure policies under Section 65(C):

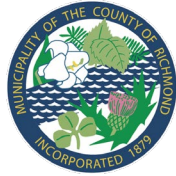
- (1) The council shall adopt a policy that requires the municipality to disclose to the public a list of recipients of grants made by the municipality and the amounts of those grants.
- (2) A policy adopted under subsection (1) must include the (a) frequency and timing of disclosure; (b) content to be included in a disclosure; and (c) form in which the disclosure must be made.
- (3) A policy adopted under subsection (1) may include any other matter that the council considers necessary or advisable to carry out effectively the intent and purpose of the policy.

2. Short Title

2.1 This Policy is entitled “Grant Disclosure Policy”.

3. Frequency and Timing of Disclosure

3.1 Prior to June 30th of each year, the Municipality shall publicly disclose all grant funding provided in the previous fiscal year through one master list of all recipients.



4. Content to be Included in Disclosure

- 4.1 The following information must be included in the disclosure:
- a) The name of the recipient organization with the total granted amount, the type of grant as defined in the current funding framework.

5. Form in Which the Disclosure Must be Made

- 5.1 Disclosure of such grant funding shall be on our municipal website and as per the [Strategic Communications Plan](#).
- 5.2 Additional communication channels used for disclosure are listed in the Strategic Communication Plan.

6. Responsibilities

- 6.1 Municipal Council will be responsible to:
- a) review, amend, and adopt the grant disclosure policy.
- 6.2 The CAO will be responsible to:
- a) implement the grant disclosure policy; and
 - b) support staff in the annual disclosure.
- 6.3 The Director of Finance will be responsible for producing the master list of grant recipients for disclosure.
- 6.4 The Municipal Clerk will be responsible for publishing the disclosure as per the Communication/Dissemination of Information standard operating procedures.

7. Policy Review/Amendment Schedule

7.1 This Policy was last reviewed :

Date of Review	Approved/Amended
October 14, 2025 <ul style="list-style-type: none"> • Reword section 4.1(a): “The name of the recipient organization with the total granted amount, the type of grant as defined in the current funding framework.” • Remove section 4.1(b) and 4.1(c). • Remove section 4.2. • Reword section 5.1: “Disclosure of such grant funding shall be on our municipal website and as per the Strategic Communications Plan.” • Remove section 6.1(b). • Replace CFO with Director of Finance in 6.3. 	October 28,2025
New Policy	October 23, 2023