



## **POLICY STATEMENT**

The Government of Nunavut (GN), under the authority of the *Financial Administration Act*, may provide financial support for community development initiatives.

## **PRINCIPLES**

This policy is based on the following principles:

- The GN should assist communities in undertaking activities that increase capacity in local decision making authority and greater community control over their future.
- The GN is committed to the Inuit Qaujimajatuqangit concepts of Pijitsirniq (to serve), Angiqatigiiniq (arriving at a decision through discussion), and Piliriqatigiiniq (working together).
- Communities should be encouraged to build on community strengths and address obstacles to community development.
- Communities should become more self-reliant, responsible and accountable.
- Communities should assume more responsibilities and authorities from the GN.

## **SCOPE**

This policy applies to all cities, towns, villages and hamlets that apply for and receive contributions through the Community Development Fund.

## **DEFINITIONS**

### Capital Asset

An asset possessing the characteristics mentioned in the GN Financial Administration Manual (ex: normal life expectancy of at least one year, acquisition cost of \$5000 or more, etc.).

### Community

A body of people living in the same locality and governed by a municipal corporation.

### Community Capacity

A community's ability to use and access resources.



Community Development

The process of community resource building in the financial, human, social, cultural and economic areas.

Contribution

A conditional transfer payment made to a recipient from which the GN will not receive any goods or services. Contribution payments are conditional on performance or achievement and are subject to audit or other reporting requirements.

Local Organization

A local based organization incorporated under the *Societies Act*.

Municipal Corporation

A community governing body incorporated under the *Cities, Towns and Villages Act*, or the *Hamlets Act*.

Non-Tax-Based Municipal Corporation

A hamlet as established under the *Hamlets Act*.

Regional Organization

A regional based organization incorporated under the *Societies Act*.

Tax-Based Municipal Corporation

A city, town or village as established under the *Cities, Towns and Villages Act*.

Territorial Organization

A territorial wide organization incorporated under the *Societies Act*.

**AUTHORITY AND ACCOUNTABILITY**

1. Minister

The Minister of CGS:

- (a) is accountable to Cabinet for the implementation of this policy; and
- (b) may target contribution funding to activities within this policy or designate certain activities as priorities.



2. Deputy Minister

The Deputy Minister of CGS:

- (a) is responsible for the administration of all provisions pursuant to this policy;
- (b) may approve contributions subject to the conditions outlined in this policy;
- (c) may through a letter of instruction, delegate authority to approve contributions to the Assistant Deputy Minister or Regional Directors of Operations of CGS; and
- (d) rules on appeals by either requesting that the applications be reconsidered or denying the appeal.

3. Regional Director of Operations

Regional Director of Operations of CGS:

- (a) studies the evaluation of the proposal and recommendation made by CGS designated staff, and may approve or reject the proposal;
- (b) ensures that the proposal deals with a subject-matter which is within CGS's mandates;
- (c) submits quarterly and year-end report detailing projects funded and regional fund expenditures (including contribution amounts and types of training completed); and
- (d) ensures that CGS staff measures the achievements of the proposals, compared to the expectations indicated by the recipients.

**PROVISIONS**

1. Priority

Priority will be given to initiatives that:

- (a) support the development of a self-reliant, responsible and accountable community;



- (b) support the elimination of barriers to community development;
- (c) support the establishment of long-term community benefits;
- (d) support the development of skills and capacity at the community level;  
and
- (e) include partnerships involving joint funding.

2. Eligibility

(a) Eligible applicants

All municipal corporations are eligible for contributions under this policy.

(b) Eligible activities include the following:

- (i) community based strategic planning, assessments and consultations;
- (ii) training and skills development to increase and build on existing community capacity;
- (iii) hiring a facilitator or a coordinator to assist with community capacity building and development;
- (iv) funding local, regional or territorial organizations involved in community capacity building and development; and
- (v) activities that promote long-term community and economic growth.

(c) Eligible costs must be of the following type:

- (i) costs for community assessments or feasibility studies;
- (ii) costs for workshops or strategic planning;
- (iii) costs for salaries and wages for a municipal corporation community empowerment coordinator;
- (iv) training costs for training/skill development courses; and



- (v) travel costs.
- (d) Non-eligible costs are:
  - (i) purchase or construction of capital assets, including furniture, equipment and supplies;
  - (ii) renovations or repairs to buildings;
  - (iii) expenditures toward a project extending beyond the fiscal year;
  - (iv) recovery of wage costs for existing municipal employees involved in the project or training; and
  - (v) administration fees for overseeing the project by the applicant.

### 3. Application

- (a) Applicants are required to submit to CGS designated staff:
  - (i) a detailed written proposal containing at a minimum the information listed in the Community Development Fund Contribution Guidelines which comprises:
    - detailed objectives and description of the project and of the activities, and time for completion;
    - detailed budget including full disclosure of other sources of revenue, major expenditures, by type i.e. salaries, wages, travel etc.; and
  - (ii) the Community Development Fund Application duly completed.
- (b) If the municipal corporation has identified a partner, a joint submission shall be made.

### 4. Equity

Applicants shall contribute equity, either in the form of a financial commitment, project management, administration costs, or services in kind. Taxed-based municipal corporations and other organizations shall contribute at least 10% and non-taxed based municipal corporations 5%.



5. Contributions

- (a) The maximum contribution that can be awarded per project under this policy is \$50,000.
- (b) Contributions shall be paid in accordance with the terms and conditions of the Community Development Fund Guidelines and of a contribution agreement the recipient shall sign, which contains, amongst other things, the project goals and objectives, guidelines for allowable costs, completion timeline and reporting and accounting requirements.
- (c) Where full financial accounting or reporting requirements are not submitted, the recipients will not be considered for further funding until the required financial statement indicating that the contribution was expended according to their proposal is received, or the amount unaccounted for is repaid.

**FINANCIAL RESOURCES**

Financial resources required under this policy are conditional on approval by the Legislative Assembly, and on the availability of funds in the appropriate budget.

**PREROGATIVE OF CABINET**

Nothing in this policy shall in any way be construed to limit the prerogative of Cabinet to make decisions or take action respecting the Community Development Fund outside the provisions of this policy.

**SUNSET CLAUSE**

This policy shall be in effect from the date of the signature until June 31, 2008.