


Function: Corporate Services - 03  
Department: Finance - 050  
**Policy No.: 010**



## Authorization to Sign Grant Agreements

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Effective Date: December 14<sup>th</sup>, 2018  
Review Date: December 14<sup>th</sup>, 2023  
Cancel: Policy 222 – Authorization to Sign Grant Agreements  
Resolution #: 810-18

CAO Signature: 

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**Purpose:** From time to time, the County is asked to enter into agreements to receive grant funding from various levels of government. Much of the time these grants are for items or projects which Council has previously approved in the budget process or by resolution. This policy seeks to streamline the grant process by authorizing the Reeve or County Manager to sign grant agreements where the program or project has previously been authorized by Council.

### Guidelines:

The Reeve, the County Manager or both when required are authorized to sign a grant agreement without any additional resolution from Council when:

1. The project, program or item to be funded by the grant was:
  - a. Approved in the Capital or Operating budget by Council OR;
  - b. Approved by resolution of Council.
2. **AND** the funding provided by the grant does not cause an increase in the County's financial obligation to the project or item.

If both of the above conditions are not met the agreement must be presented to Council with a request for decision for authorization to sign the agreement.

