



COMMUNITY AND GOVERNMENT SERVICES

COMMUNITY DEVELOPMENT FUND POLICY

PREAMBLE

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 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 ability to use and access resources.

Community Development

Revised June 2008

Date of Expiry June 30, 2013

Page 1 of 4

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.

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*.

Tax-Based Municipal Corporation

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

ROLES AND RESPONSIBILITIES

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

3. Regional Director of Operations

Regional Director of Operations of CGS:

- (a) reviews the municipal financial statements to ensure that revenues and expenditures eligible under this policy are accurate and correct

- (b) ensures that CGS staff measures the achievements of the projects, compared to the expectations indicated by the recipients.

PROVISIONS

3. Eligibility

- (a) All municipal corporations are eligible for an annual contribution 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) 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) training costs for training/skill development courses; and
 - (iv) travel costs directly associated with training.
- (d) Non-eligible costs are:
 - (i) purchase or construction of capital assets, including furniture, equipment and supplies;
 - (ii) renovations or repairs to buildings;
 - (iii) projects extending beyond the fiscal year; and
 - (iv) programs already funded by the GN (for example: Recreation Leadership Program, Sports Training, Coaching and Teacher Education Program).
 - (v) Recovery of wage costs for existing municipal employees involved in the project or training.

- (vi) Administration fees for overseeing the project by the applicant.

4. Contribution

- (a) The maximum contribution that can be awarded under this Policy is \$10,000 unless amended through the departmental budget process.
- (b) The recipients should sign a Contribution Agreement which contains, amongst other things, a motion of council, guidelines for allowable costs, completion timeline and reporting and accounting requirements.
- (c) Where full financial accounting or reporting requirements are not submitted, through an approved financial audit statement, 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 30, 2013.