



COMMUNITY PROJECT FUND SUBMISSION FORM

Community Project Fund Guidelines

Funds can be used for the following:

- Projects including:
 - ✓ Improvements to playgrounds and playcourts;
 - ✓ Art installations;
 - ✓ Traffic calming; and
 - ✓ Initiatives that have longevity to them e.g., tree planting, and community gardens.
- Multiple projects can be used as long as it does not exceed \$25,000; and
- Projects must align with Council Strategic Priorities.

Funds cannot be used for the following:

- ✗ Any items/office expenses covered under Council Expense Policy or top up thereof;
- ✗ Donations to organizations; and
- ✗ Any item that would be considered bonussing under the *Municipal Act*.

Project Submission Process

1. Members of Council are to prepare and submit the community project fund submission form to the Clerk.
2. The submission forms will be sent to Executive Management Team (EMT) to have staff provide costing, potential project timing and identify any process requirements (e.g., Public Art Committee, RFP, etc.).
3. Once the form is reviewed by staff, it would be presented to the Finance and Responsible Governance Committee for consideration with final approval by Council.
4. If a member of Council wishes to make any changes to the intent of the Council approved program, Council approval would be required.

Submission Deadline

The Community Project Fund Submission Form is to be submitted to the City Clerk.

The deadline to submit capital requests is March 30, 2025, to ensure completion and unveiling of the project is completed by December 2025.



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SECTION 1 - COUNCIL MEMBER INFORMATION

Name: Councillor Harvey

Ward: 7

Submission Date: March 5, 2025

SECTION 2 - PROJECT DETAILS

Project name: Ward 7 School Bursaries

Project location: Ward 7

Description of project:

\$1000.00 bursary to be given to each of 12 high school students who reside in Ward 7, attend high school in Barrie and that will be attending post secondary school in the 2025/2026 school year.

Provide a description of the benefits to your ward(s):

To provide recognition to deserving students and to foster opportunities to support community wellness.

Provide an outline of the project or activities detailing the plan for the project:



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SECTION 3 - LINKAGE TO 2022-2026 COUNCIL STRATEGIC PRIORITIES

Affordable Places to Live

Community Safety

Thriving Community

Infrastructure Investments

Responsible Governance

Provide a brief description of the linkage to the strategic priorities selected above:

This aligns with our “Thriving Community” strategic priority by creating and fostering programs and opportunities support community wellness.

TO BE COMPLETED BY EXECUTIVE MANAGEMENT TEAM (EMT)

SECTION:4 – PROJECT AND COSTING INFORMATION

Reviewed by the Executive Management Team:

Date: 2025/03/27

Potential project timing:

Start date:
2025/04/01

End date:
2025/06/30

Capital Cost to Implement (estimated):

N/A

Staff resources required to implement and associated cost (estimated):

Finance (Accounts Payable) to produce cheques



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Other operating expenditures required to implement and associated costs (estimated):

N/A

Total estimated implementation costs:

\$12,000

Ongoing operational considerations/costs associated with the project:

N/A

Process requirements (for example Public Art Committee, RFP etc.):

Criteria required for choosing successful recipients
Meet with school representatives
Return cheques to Councillor to present to students

TO BE COMPLETED BY ADMINISTRATION

SECTION 5: COMMITTEE AND COUNCIL INFORMATION AND DECISIONS

**Considered by Finance and Responsible Governance
Committee**

Date: / /

Decision:

Considered by General Committee

Date: / /

Decision:



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Considered by City Council	Date: YYYY / MM / DD
Decision:	
Date of approval:	Date: YYYY / MM / DD
Approved by motion:	