



THE TOWN OF PLYMPTON-WYOMING			
Subject:	Municipal Grants Policy	Section HR	Policy #97
Effective Date:	August 27, 2025	Approved By: Council	
Revision Date:			

1. POLICY STATEMENT

To provide a consistent, effective, and efficient process for evaluating and approving municipal grant requests.

2. PURPOSE / BACKGROUND INFORMATION

The Town of Plympton-Wyoming recognizes the valued contributions being provided through the volunteer efforts of community organizations and agencies on behalf of our citizens. Municipal grant funding demonstrates Council's commitment to working with groups which provide these beneficial programs, services, or projects to the community while at the same time recognizing the financial constraints impacting the Municipality's ability to provide funding to these groups.

3. APPLICATION

This policy applies to all applications made by organizations for municipal grants.

4. POLICY DETAILS

General

It is the policy of the Town of Plympton-Wyoming to consider, within its financial capacity, modest financial support to organizations providing services that benefit the Municipality. This support is provided in recognition of the value these organizations provide to the well-being and growth of the Municipality and in helping the Municipality retain a strong community focus.

This policy establishes eligibility requirements; identifies the types of funding available; and outlines application requirements.

Preferences will be given to organizations that demonstrate community support, efficient use of resources, sound business practices and develop volunteer knowledge, skills, and self-reliance.

Program Intent

The objective of this policy is to treat all organizations fairly and consistently. The aim of the “Municipal Grants Program” is to share available resources throughout the municipality. Grants are intended to provide modest levels of support and assistance to community non-profit and charitable organizations.

Funding Options

As part of its annual budget approval process, Council will determine the amount of funding to be provided. The following types of municipal grants are available:

A. Financial Grant

Direct financial contributions for eligible programs, projects, or events.

B. In-Kind Contribution Grant

Provision of municipal resources and materials and use of space at municipally owned facilities such as rental fee discounts, staff support and equipment supply.

Who is Eligible to Apply

- Registered non-profit or charitable organizations
- Community groups or associations that operate on a non-profit basis
- Organizations providing programs, events, or services that directly benefit residents of the Town of Plympton-Wyoming.

Not Eligible

- Individuals
- For-profit businesses
- Political parties or advocacy groups
- Organizations with outstanding financial obligations to the municipality.

What Activities or Events Eligible

- The activity does not duplicate or conflict with an existing municipal program or activity
- The activity will provide benefit to the community/public
- The organization or group is municipally based, or the event/activity/function will occur within the municipal boundaries or at a municipal facility for park.

Not Eligible Criteria

- Private events such as weddings and wedding receptions, birthdays, anniversaries and retirement parties, etc.
- Events or activities that are not open to the public
- Projects or organizations that did not fulfill their obligations during previous events or activities for which facility permit fees were waived or reduced

- Events or activities involving alcoholic beverages where the proceeds are for-profit and not being directly donated to the charity or cause that the fee has been waived.

Application Process

- Applications must be submitted to the **Treasurer** by **November 1** to be considered during annual budget deliberations
- Late applications may be considered separately by Council if related to unique or time-sensitive events
- Applications must be submitted using the Town's official **Grant Application Form**, available at the municipal office or on the website.

Application Review and Approval

- Grant applications (Financial and In-Kind) received by the deadline will be reviewed during Council's annual budget process.
- Late applications may be considered separately by Council if related to unique or time-sensitive events
- Council will assess applications based on criteria outlined in this policy
- All applicants will be notified in writing of Council's decision—whether approved or declined—after the budget is finalized.