



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: Nigussie	Ward: 6
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Submission Date: 3/26/2025

SECTION 2 - PROJECT DETAILS

Project name: Interpretive Signage	Project location: Ward 6
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Description of project:

Two (2) Ecological Interpretive Signage Systems

Provide a description of the benefits to your ward:

Two Ecological Interpretive Signage Systems will educate visitors about the local environment.



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

Ecological Signage – Set up two educational signage systems.

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 fostering opportunities to support community wellness.



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TO BE COMPLETED BY EXECUTIVE MANAGEMENT TEAM (EMT)

SECTION:4 – PROJECT AND COSTING INFORMATION

Reviewed by the Executive Management Team:

Date: March 30, 2025

Potential project timing: Fall 2025

Start date: June 18, 2025

End date: October 31, 2025

Capital Cost to Implement (estimated):

Up to \$5,855.28

Staff resources required to implement and associated cost (estimated): Included within the budget

\$5,855.28

Other operating expenditures required to implement and associated costs (estimated): None outside of the budget.

Total estimated implementation costs: Installation will be part of the budget.

Ongoing operational considerations/costs associated with the project: None.

Process requirements (for example Public Art Committee, RFP etc.): Consultation with Parks Planning staff and the Ward Councillor.



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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:

Considered by City Council:

Date:

Decision:

Date of approval:

Date:

Approved by motion: