



Clear Hills County

Effective Date: **October 13, 2020**

Policy Number: **5601**

Title: **CEMETERY GRANT**

1. Policy Statement

- 1.1. Clear Hills County will provide funds in the annual budget for the purpose of assisting with the maintenance or upgrading of public cemeteries and burial sites within the County.

2. Role of Council

- 2.1 Council may set an amount within the annual budget, to be distributed as a cemetery maintenance grant.
- 2.2 Council shall review grant applications and shall distribute funds (to a maximum of \$500/yr per cemetery).
- 2.3 Cemetery grant funding is unconditional and the cemetery operating group may use it as necessary for the upgrade and/or maintenance of the cemetery site.
- 2.4 Council reserves the right to decline a grant application if the application does not fall within the guidelines for which the funds are to be used.

3. Guidelines

- 3.1. Applications must be submitted using the application form in Appendix "A" annually.
- 3.2. First time applications for burial sites that are not part of a registered cemetery must provide proof of registration as an archaeological site or have a habendum clause registered on the property.

4. Reporting

- 4.1. Grant recipients will provide a written report on how the grant funds were used and provide one of the following by December 31, annually.
 - 4.1.1. Photograph showing maintenance or operating activity the funds were used towards, OR
 - 4.1.2. Financial statement or copy of bank statement showing that funds are being saved for larger project.
- 4.2. Grant recipients that fail to provide a report on how grant funds were used and verification by way of a photograph or financial verification that funds are being saved will not be eligible to receive future Cemetery Grant funds for any of the cemeteries or burial sites that Grant Recipient maintains.

5. End of Policy

AMENDED:

Resolution #C876-03	Date: November 25, 2003
Resolution #C447-04	Date: May 25, 2004
Resolution #C505(05/23/06)	Date: May 23, 2006
Resolution #C213(04/10/07)	Date: April 10, 2007
Resolution #C358(05/22/07)	Date: May 22, 2007
Resolution #C695(09/28/10)	Date: September 28, 2010
Resolution #C160(02/22/11)	Date: February 22, 2011
Resolution #C398(06/25/13)	Date: June 25, 2013
Resolution #C860(12/09/14)	Date: December 9, 2014
Resolution #C491-20(10/13/20)	Date: October 13, 2020

Clear Hills County
Box 240, Worsley, AB, T0H 3W0
Phone: (780) 685-3925 Fax: (780) 685-3960
E-mail: info@clearhillscounty.ab.ca

CEMETERY GRANT APPLICATION FORM

CEMETERY

Cemetery Name: _____

Cemetery Location: _____

CHEQUE INFORMATION

Operating Organization or Person: _____

Contact Person: _____

Mailing Address: _____

Phone: cell _____ home _____ fax _____

Email: _____

APPLICATION FOR

Annual **\$500.00** Cemetery Grant

The Cemetery Grant is a grant to be used at the discretion of the operating group to improve or maintain the Cemetery. This grant may be used for current year maintenance and projects or banked and saved for larger projects at the cemetery.

Describe how this Cemetery Grant will be used at the Cemetery named above: _____

DECLARATION

I declare that:

- I am authorized representative for the above organization.
- The funds from this grant will be used to maintain or improve the above noted cemetery
- **A written report on how the funds were used and the necessary documentation to verify that use will be provided to the County by December 31, _____. I understand that failure to provide this reporting will make the above organization ineligible for the Cemetery Grant program.**

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____