



Columbia Basin Trust Community Initiatives Program and Affected Areas Program Adjudication Committee Guidelines 2019

The Village of Valemount is seeking members to serve on the Columbia Basin Trust Community Initiatives Program and Affected Areas Program (CBT CIP/AAP) Adjudication Committee.

The role of the Adjudication Committee is to review project submissions and make recommendations to Council as to which community organizations should receive project funding from the Columbia Basin Trust Community Initiatives Program and Affected Areas Program.

The Adjudication Committee is a 'Select Committee' of Council composed of up to six residents of Valemount or the Regional District, as well as one appointed Council Liaison. For 2019, a Councillor will act as the Council Liaison and is a voting member of the Committee. Danielle Jerome, Grant Clerk for the Village, coordinates the Adjudication Committee and is a non-voting member.

Important Dates:

February 20	Deadline for grant proposals to be submitted to the Village.
February 21	Committee Meeting – Public Meeting format, pick up grant proposals for review.
Feb 23 – Mar 5	Committee independently reviews grant proposals.
March 7	Public Input Meeting held at the Valemount Secondary School Theatre.
March 8	Committee members to return individual evaluation forms to Village of Valemount front desk (by noon).
March 10 - 12 (TBD)	Committee meeting to review proposals and public input and to prepare recommendations for the Village of Valemount Council.
March 26	Village of Valemount Council reviews recommendations and approves projects for funding.
March 28 – April 2	Applicants advised of approved projects. Acceptance package sent to applications.
Early April (TBD)	Committee wrap-up meeting

****please note: the above dates are suggested and may change based on committee availability.***

Interested candidates are asked to submit a completed application form by e-mail to grantclerk@valemount.ca or in person at the Village office – Attn: Danielle Jerome. Any questions regarding appointments to the Adjudication Committee should be directed to Danielle Jerome by telephone: **250.566.4435** or by e-mail: grantclerk@valemount.ca.

The application deadline is Nov 1, 2018 at 12:00 p.m. (noon)

