

DIRECTIVE

41.01
SOCIAL SERVICES
GRANTS AND CONTRIBUTIONS

ALCOHOL AND DRUG SERVICES
(COMMUNITY PROJECTS)

SCHEDULE A-4

Purpose

Contribution funding is available to assist recognized community groups in providing programming designed to prevent and/or treat alcohol and drug problems at the community level. In view of the seriousness of these problems in many of our communities, the goal is to reduce the prevalence of alcohol and drug misuse throughout the Northwest Territories.

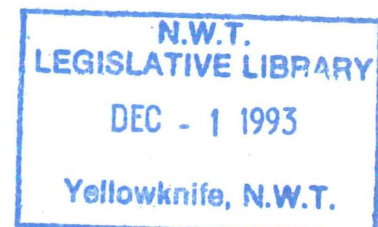
Eligibility

In general no application will be approved for funding unless it clearly meets the following criteria:

1. the proposed project must be sponsored by a recognized community group;
2. the sponsor(s) should be able to present documentation substantiating community support for the proposed project;
3. the sponsor(s) must give definite assurance that the proposed project is to be operated for the purposes specified and for the benefit of the residents of the NWT;
4. the proposed project is supported by the Coordinator of Alcohol and Drug Programs (or designate) of the Department of Social Services;
5. the sponsor(s) must be a registered non-profit organization.

Review

All applications for contribution funding shall be referred to the Director of Alcohol, Drugs and Community Mental Health Services or designate in the Department of Social Services for review and recommendation of approval by the Deputy Minister of Social Services or designate.



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Supporting Data

Supporting data includes a formal request for contribution funding, a program plan, an historical description of the agency, a detailed budget, and an annual report from the previous years operations (if applicable).

Amount of Contributions

Within the available resources, the amount of the contribution is arrived at through negotiation of a contract between the applying agency and the Department of Social Services.

Method of Payment

Contribution payments are made on a quarterly or monthly basis depending on the financial requirements of the sponsoring organization and as identified in the agreement.

Term

Contribution agreements are effective for one fiscal year and are subject to renegotiation on an annual basis.

All surplus funding must be returned to the Department of Social Services within sixty days of the date of the GNWT's year end, and expiration of the agreement or termination of the project.

Total Program Funding Requirements

Total funding requirements will not exceed the appropriation authority as set out in the Main and/or Supplementary Estimates.

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Audit Requirements

For contributions in excess of \$50,000 an audit of the annual financial statements is required to be conducted by a professional auditor in public practice (Level I). For contributions of \$50,000 or less, an audit is required to be conducted by the Territorial audit Bureau (Level II). If the Audit Bureau is not able to conduct an audit, a review of preparation of the annual financial statements by an independent third party, who is a professional accountant, is acceptable (Level III).

