

Title: Partnership Support
Policy No 6203
Approval: County Council
Effective Date: September 19, 2006
Revised Date:
Supersedes Policy: Nil



Policy Statement: To establish guidelines to address request's for partnership support from organizations or individuals.

Purpose: To ensure that lateral procedures are in place to cover expenditures.

1. Upon receipt of a written request for partnership support, the Economic Development Committee shall, at their next meeting consider granting approval to the request.
2. Each request will be evaluated against predetermined criteria and expected outcome of the event.
3. Preference will be given to non profit groups and organizations that can demonstrate community support involvement and they reside in the Woodlands County.
4. Requests for support should be short and submitted in written form and will include the following:
 - i. An outline of the project or event for which the support is being requested and the expected outcome.
 - ii. The amount of funding and/or time being requested, together with a total budget or projected cost of the event.
 - iii. A list of all material requirements.
 - iv. A list of personnel involved with running the operation.
 - v. A list of project contributors.
 - vi. Applications should be submitted at least six weeks prior to the event.