



La Crois e Community Association

Community Support Policy

1.0 POLICY OBJECTIVES

- 1.1 To help organize and support the ideas, suggestions and engagement of residents who live in the community of La Crois e. This Policy aims to set out the process for residents or others to obtain support, monetary or otherwise, from the La Crois e Community Association (LCCA).
- 1.2 This policy aims to ensure that all requests for support are managed through an expedient, welcoming and transparent process by the Association.

2.0 DEFINITION OF TERMS

- 2.1 *Board of Directors*: The LCCA governing body made of officially elected Directors at the annual general meeting, or their replacement as prescribed in the LCCA bylaws.
- 2.2 *Directors*: Officially elected registered members who sit on the Board of Directors.
- 2.3 *Community stakeholder*: Any resident or organization interested in offering or suggesting something they deem to be of interest or value to our Community, and who would like to submit a request for LCCA support.

3.0 POLICY STATEMENT

- 3.1 This Policy governs how requests for support from community stakeholders are encouraged and administered by the La Crois e Community Association.
- 3.2 This policy applies to all the means and ways of support that may be available from the Association.
- 3.3 This policy complements but does not replace existing Association policies within its Bylaws regarding, but not limited to, communications, advertising, social media and financial management.

4.0 POLICY REQUIREMENTS

- 4.1 All requests for support from community stakeholders will be guided through this policy.
- 4.2 Community stakeholders requests will be evaluated and rated as high, medium or low on four (5) primary key principles: (Directors' Evaluation)
 - .1 The shared interest within the La Crois e Community;
 - .2 The perceived value to community members;
 - .3 The reflection of Association Bylaw mandates, mission and objectives;
 - .4 The importance of Association support for the proposal's success.
 - .5 The assessment of the risks and liabilities.
- 4.3 After the evaluation, the Board will decide whether the proposal will be supported. The process will be open and documented and a consensus decision must be reached.
- 4.4 LCCA commits to evaluate and render any decision in a timely and efficient manner, providing minimal delay to the planning by community stakeholders.



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5.0 ROLES AND RESPONSIBILITIES

- 5.1 The Planning Director is designated as the single point of contact to manage proposals, communicate and encourage the Community stakeholder support process. As experience warrants, the Director may facilitate a process improvement plan and further development of this policy for presentation/approval by the Board.
- 5.2 The "Description" of the proposal by Community Stakeholders may include a list of current assets in support of their proposal, an estimated requirements baseline, simple schedule baseline and estimated cost baseline, if applicable.
- 5.3 All Directors involved in proposal review or planning, and other community stakeholders authorized on behalf of LCCA concerning the proposal, are responsible for complying with the expedient and cooperative spirit of this policy.
- 5.4 Final decisions regarding support requests and/or policy revision must be presented, reviewed and approved by a resolution of the Board of Directors.
- 5.5 Community stakeholder spending authority on behalf of the LCCA supported proposal shall be subject to budget and expenditure procedures as laid out in LCCA financial policies and our non-profit Bylaw obligations.

6.0 PROCESS - FROM IDEA TO COMMUNITY

- 6.1 For a request to be valid, it must be completed by the applicant "on-line" using the "Community Support - Request Form". This form is available on our neighbourhood website in the Document/Forms menu. (www.croisee.org)
- 6.2 A Community Stakeholder request for support must obtain, through Directors' Evaluation, at least one high score and only one low score. If suitable, the LCCA may impose conditions to its support, described in its final decision.
- 6.3 Following Directors' Evaluation, (4.2) the designated Planning Director will summarize the consensus regarding the proposal, and present it to the Board for approval.
- 6.4 The Planning Director will communicate the decision to the applicant. In cooperation with the applicant, volunteers, Board members and the Planning Director will complete a support plan and provide the requested support together.
- 6.5 Resident requests for assistance may be emailed to comments@croisee.org.

