

ATTACHMENT B

2023

TIMELINE FOR Community Watershed Restoration Grant Program

Environment Committee Meeting	May 25, 2022
Council Meeting	Monday, June 20, 2022
News Release	Week of June 21 to 24, 2022
Begin advertising	Summer 2022
Applications due	Monday, October 17, 2022 (4:00 pm)
Prepare binders	October 17, 2022
Distribute binders to participating staff	October 18, 2022
Staff Review and Evaluation	November 2022
Finance and Audit Meeting	December 14, 2022
Forward a copy of the F&A agenda to all grant applicants (via email) as heads up that their recommendation is going forward	Upon publication of December 14 F&A Meeting Agenda
Staff to inform recipients of F&A's recommendations (in case of appeal) 10 days minimum notice	December 15, 2022 (immediately following meeting)
<u>COUNCIL APPROVAL</u> F&A recommendations sent to Council for final approval (motion only – no report required – Leg Services will auto-roll the December F&A motion to next available Council Date)	First meeting in January 2023 (meeting dates to be announced – we must ensure we leave at least 10 working days between the December 14 F&A approval and Council's approval – taking into consideration the Christmas holidays)
Staff prepare and issue cheque payments	Upon approval - immediately following the January 2023 Council Meeting