

## **CITY OF DELTA COMMUNITY AWARENESS CAMPAIGN POLICY**

Policy Effective: January 1, 2020

WHEREAS City of Delta acknowledges the contribution that non-profit organizations make to help build the social fabric of the community, defining a better quality of life for Delta residents. THEREFORE, City of Delta has established a policy to consider requests from non-profit organizations and community groups to provide recognition for community awareness campaigns, and in particular those requests that align with City of Delta's strategic priorities.

### **PURPOSE**

The purpose of this policy is to establish a consistent framework for City of Delta to consider requests for community awareness campaigns and provide recognition for appropriate requests.

### **SCOPE**

This policy applies to requests for recognition of community awareness campaigns received by City of Delta.

### **DEFINITIONS**

BC Proclamations List	means the annual list of Proclamations issued by the Province of British Columbia.
Special Requests	means applications by individuals or organizations for City of Delta to provide recognition for days, events, causes, or items that are not part of the BC Proclamations List.

### **POLICY**

1. City of Delta will acknowledge and recognize community awareness campaigns in accordance this policy.
2. Notwithstanding anything in this policy, City of Delta, through its City Manager, Mayor and/or Council, retains the right to deny any request for recognition.
3. Special Requests must meet at least one of the following criteria to be considered for recognition:
  - (a) Public awareness campaigns that are relevant to the community, including community spirit, health and safety and environmental campaigns.
  - (b) Fundraising campaigns by registered charitable or non-profit organizations.
  - (c) Artistic, athletic, historical, or cultural celebrations relevant to the community.

- (d) Special honours for individuals, organizations, or teams for special achievements.
- 4. Special Requests that are considered to be defamatory, hateful, racist, violent, discriminatory, homophobic, sexist, disrespectful, offensive, commercial in nature, for profit-making purposes, political in nature, libelous, or contrary to City of Delta's policies or bylaws will not be acknowledged or receive recognition.

## PROCEDURE

- 5. All requests for recognition under this policy must:
  - (a) be submitted via City of Delta's Community Awareness and Campaign Recognition Form, available on City of Delta's corporate website;
  - (b) be submitted at least one month prior to the requested date of recognition;
  - (c) include the name and contact information of the individual or organization submitting the request;
  - (d) include all details required for City of Delta to provide appropriate recognition; and
  - (e) be submitted each time recognition is desired; multi-year requests will not be accommodated.
- 6. For requests that City of Delta recognize items that are on the current list of BC Proclamations, no approval by Mayor and/or Council is required. Recognition will be provided at the discretion of the City Manager.
- 7. All Special Requests will be approved by Council during a Regular Meeting. Where time is of the essence, Special Requests can be approved at the discretion of the Mayor and/or City Manager.
- 8. Recognition can be provided through the following methods as directed by the Mayor, Council, and/or the City Manager:
  - (a) City of Delta's electronic assets.
  - (b) Lighting.
  - (c) Flags.
  - (d) Another method as deemed appropriate by the Mayor, Council, and/or the City Manager.
- 9. City of Delta does not issue proclamations at meetings of Council unless the Mayor and/or Council resolves to do so under Section 8(d).