



City of  
**Peterborough**

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**To: Members of the Committee of the Whole**

**From: Ken Doherty, Director Community Services**

**Meeting Date: May 2, 2016**

**Subject: Report CSD16-016  
Community Project Grants 2016**

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## **Purpose**

A report to recommend the award of Community Project Grants in the amount of \$19,000 to various community groups for 2016.

## **Recommendations**

That Council approve the recommendations outlined in Report CSD16-016, dated May 2, 2016, of the Director of Community Services, as follows:

- a) That the 2016 Community Project Grants in the total amount of \$19,000 be allocated to various local charitable and Not For Profit organizations (NFP's) as set out in the attached Appendix A;
- b) That approved organizations be authorized to use the City Coat of Arms to acknowledge City support on promotional material such as flyers, brochures and posters throughout 2016.

## Budget and Financial Implications

Funds for this grant program in the amount of \$21,000 were allocated in the 2016 budget process. \$2,000 of this budget has been transferred to the Community Investment Grants program for allocation.

## Background

### 2016 Deliberations

Application forms were updated and circulated once again for the 2016 program. The Community Services Department received 39 applications for Project Grants, including 16 new applicants. Of the 39 applications, five were declared as ineligible and seven are eligible applicants but not recommended for funding. Four former applicants moved into the Investment Grant Program.

The following chart illustrates how the Project Grant program has evolved since its inception. The average allocation has gradually declined while the number of applications has grown. This year the Committee chose not to fund poor quality applications or those with the least impact on local residents, and as a result had a surplus of \$2000, which the committee requested to be transferred to the Investment Grant Program.

Year	Number of Applications	Number New Applications	Number Approved	Number Denied/ Withdrawn	Total Allocation	Average Allocation
2007	20	11/55%	13/ 65%	7/35%	\$12,000	\$923
2008	19	11/58%	12/63%	7/37%	\$10,750	\$895
2009	27	14/52%	22/81%	5/19%	\$19,350	\$880
2010	34	15/44%	29/85%	5/15%	\$20,000	\$689
2011	33	17/52%	30/91%	3/9%	\$20,000	\$667
2012	44	20/45%	31/70%	13/30%	\$20,000	\$645
2013	42	17/40%	31/74%	11/26%	\$20,000	\$645
2014	47	16/34%	32/68%	15/32%	\$21,000	\$656
2015	48	16/34%	33/69%	15/31%	\$21,000	\$636
2016	39	10/26%	27/69%	12/31%	\$19,000	\$704

### Allocation to Successful Applicants by Sector

Year	Arts Culture Heritage	Environment	Health & Social Services	Recreation & Sports	Total
2014	9/\$5,050	6/\$4,900	8/\$5,450	9/\$5,600	32/\$21,000
2015	13/\$7,100	3/\$2,550	12/\$8,250	5/\$3,100	33/\$21,000
2016	10/\$7,400	2/\$1,250	12/\$8,050	3/\$2,300	27/\$19,000

A Staff committee was formed to reflect the approved funding streams: Arts/Culture/Heritage; Environment; Health and Social Services; Recreation and Sports. Committee membership included: Mike Gannon, Social Services Division; Sandra Hall, Recreation Division; Erik Hanson, Arts Culture & Heritage Division; Melanie Kawalec, Sustainability; and Ken Doherty and Jennifer Guerin, Community Services Department.

The Committee reviewed all of the applications, applied the eligibility and evaluation criteria. Twelve applicants are not recommended for funding on the basis of eligibility or the quality of the application. The Committee hereby recommends the grant allocations as outlined in Appendix A.

### City Recognition

In the Investment Grant and Project Grant application, organizations were asked how they would recognize the City as a sponsor, should they be successful in obtaining funding. Many indicated they would use the City Coat of Arms on their websites, flyers, and posters. Staff is requesting that permission to use the City Coat of Arms be extended to organizations to acknowledge City support.

### Applicant Feedback

City staff encourages organizations denied funding or receiving reduced funding to contact the Community Services Department administration office for feedback.

### Program History and Eligibility Criteria

As a result of Reports CSD07-003 and CSD07-004 presented in the spring of 2007, Council approved the creation of a new Community Project Program of up to \$20,000 to provide seed money (from \$250 to \$1,000) for informal or new NFP's for specific projects and special events.

Through the formal application process, community groups were required to meet the eligibility criteria as approved by Council:

- Be new or existing, incorporated or unincorporated NFP's, or Neighbourhood Associations

- Be located and conduct the majority of activities within the geographic boundaries of the City of Peterborough

The following are considered ineligible:

- Organizations receiving Community Investment Grants or Community Service Grants
- Individuals
- For-profit businesses
- Organizations with political affiliation
- Organizations serving as funding sources for others, e.g. Service Clubs
- Faith organizations where services/activities include the promotion and/or required adherence to a faith
- Hospitals, clinic-based services or medical treatment programs
- Fund-raising events
- School boards, primary and secondary schools, post secondary institutions
- Programs within legislated mandates of other government or City departments
- Provincial/national organizations unless a local chapter exists to service the residents of Peterborough
- Organizations receiving 80% or more of funding from senior levels of government
- Organizations that conduct the majority of their activities outside of the City
- Costs for major capital equipment/renovations and minor renovations; and financing of deficits

Through the application process, community groups must demonstrate:

- One or more City priorities and participant priorities within target sectors
- Community need for proposed activity or service
- Community support (funding support or sponsorship from other organizations, local businesses, industry, service clubs)
- Community benefit/impact
- Financial need (operating surpluses or reserve accounts should not exceed 25% of total operating without acceptable explanation, e.g., capital campaign)
- Sound financial management and revenue generation (accurate records, responsible budget, various sources of income; if deficit, then reduction plan)
- Accountability/mechanism for evaluation (identification of key performance measures and outcomes)
- Feasibility (organization's ability to complete the proposed activity or service)
- Evidence of community collaboration, partnerships
- Impact of previous year's funding support

## Summary

This is the tenth year for the Community Project Grant Program. Following the evaluation criteria approved by Council, the Staff review committee recommends the disbursement of \$19,000 of the budget to qualified applicants as the City's investment in their on-going activities to enrich local quality of life. The unallocated \$2,000 shall be transferred to the Community Investment Grant program and allocated accordingly.

Submitted by,  
Ken Doherty, Director  
Community Services Department

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Attachments:  
Appendix A – 2016 Funding Recommendations