



City of  
**Peterborough**

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

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

**Meeting Date: May 11, 2015**

**Subject: Report CSD15-008  
Community Project Grants 2015**

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## **Purpose**

A report to recommend the award of Community Project Grants in the amount of \$21,000 to various community groups for 2015.

## **Recommendations**

That Council approve the recommendations outlined in Report CSD15-008, dated May 11, 2015, of the Director of Community Services, as follows:

- a) That the 2015 Community Project Grants in the total amount of \$21,000 be allocated to various local charitable and Not For Profit organizations (NFP's) as set out in the attached Appendix A;
- b) That the 2016 financial portion of the application be revised to eliminate the use of In-kind contributions as both revenue and expenditure.
- c) 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 2015.

## Budget and Financial Implications

Funds for this grant program in the amount of \$21,000 were allocated in the 2015 budget process.

## Background

### 2015 Deliberations

Application forms were updated and circulated once again for the 2015 program. The Community Services Department received 48 applications for Project Grants, including 16 new applicants. Of the 48 applications, seven were declared as ineligible and eight 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.

Year	Number of Applications	Number New Applications	Number Approved	Number Denied/ Withdrawn	Total Allocation	Average Allocation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

### Allocation to Successful Applicants by Sector

Year	Arts Culture Heritage	Environment	Health & Social Services	Recreation	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

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: Nancy Fisher and Mike Gannon, Social Services Division; Ellen Stewart, Recreation Division; Jennifer Zoethout, Arts Culture & Heritage Division; Melanie Kawalec, Sustainability; and Ken Doherty and Cathy Gogo, Community Services Department.

The Committee reviewed all of the applications, applied the eligibility and evaluation criteria, and hereby recommend the grant allocations as outlined in Schedule A.

### **Elimination of In-kind Support Recognition**

Valuations for In-kind support, both as revenue and as expenditure, have been considered as eligible considerations for the Project Grant program since it was created in 2007. Grant applications illustrate that the inclusion of in-kind support tends to inflate budgets and negate the need for earned revenues, donations, or fund-raising. Under the current rules, for example, it is possible for a group to identify \$1,000 worth of in-kind support as both revenue and expenditure as 50% of a project and then ask the City for the additional 50%. Plus, with the number of former Project Grant recipients progressing to the Investment Grant program, they have continued to report on their in-kind support as part of their financials. It is therefore recommended that in-kind support no longer be recognized in either program.

### **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 ninth year for the Community Project Grant Program. Following the evaluation criteria approved by Council, the staff review committee recommends the disbursement of the full \$21,000 to qualified applicants as the City's investment in their on-going activities to enrich local quality of life.

Respectfully submitted,

Ken Doherty, Director  
Community Services Department

Contact Name:

Ken Doherty

Phone: 705-742-7777 Ext. 1823

Toll Free: 1-855-738-3755

Fax: 705-748-8824

E-mail: [kdoherly@peterborough.ca](mailto:kdoherly@peterborough.ca)

Attachments:

Appendix A – 2015 Funding Recommendations

### 2015 RECOMMENDED FUNDING PROJECT GRANTS

	Organization	2014 Funding	2015 Request	Purpose	Recommend	Comment	Stream
1	Abraham Festival	\$700	\$1,000	To cover rental costs for the 12 <sup>th</sup> annual Abraham Festival in 2015, honourariums for speakers and website updating.	\$800		Social Services
2	Abuse Prevention of Older Adults Network of Ptbo	Did not apply	\$995	To fund "It's not right!" train the trainer workshops, four educational workshops, printed educational handouts, website hosting, cost for brochures.	\$600		Social Services
3	Active Living Adaptive Golf League	Did not apply	\$1,000	To hire another staff for demands of the league, golf pro to assist with golfing with disabilities, cover some supplies and equipment.	\$0	Ineligible	Recreation
4	Alzheimer Society of Peterborough	Did not apply	\$750	To assist with hosting an event at a location large enough to accommodate the entire Peterborough client list of Alzheimer's patients at the annual Alzheimer Society Client Picnic.	\$400		Health
5	Atelier Ludmila	\$700	\$1,000	To purchase materials and tools to advance participants' skills at free quality artist-led puppetry workshops in the Stewart Street Park every Friday afternoon in July and August 2015; and to enhance the production of "Building the Baby Moon", a theatrical production for families.	\$700		Arts

	<b>Organization</b>	<b>2014 Funding</b>	<b>2015 Request</b>	<b>Purpose</b>	<b>Recommend</b>	<b>Comment</b>	<b>Stream</b>
6	Community Garden at St. Andrew's United Church	\$900	\$1,000	To purchase a shed kit, materials to build composters for garden waste, and an additional rain barrel.	\$850		Environment
7	Cordwainer Productions	Did not apply	\$1,000	To cover expenses for three musicals, most notably videography of the shows, so our youth artists can use this as portfolio experience.	\$0		Arts
8	Enter Stage Right	Did not apply	\$1,000	To enhance the quality of the program and training we offer to our students; rental fees and equipment costs.	\$250		Arts
9	Friends in Music	Did not apply	\$1,000	To help with costs for membership; adding to music library; paying for insurance; developing a website	\$250		Arts
10	Kawartha Ancestral Research Association Inc.	\$250	\$1,000	To assist with operating costs, annual rent, new resources for library collection, and to purchase additional microfilms of newspapers.	\$400		Heritage
11	Kawartha Village Cooperative Homes	Did not apply	\$1,000	To build more raised beds in the community garden, and to build stairs to increase accessibility.	\$250		Social Services
12	Kawartha Woodturners Guild	Did not apply	\$1,000	To offer formal woodturning classes for local citizens. The funding will be used with local media, schools, churches, etc., to create awareness and promote our teaching programs.	\$500		Arts

	<b>Organization</b>	<b>2014 Funding</b>	<b>2015 Request</b>	<b>Purpose</b>	<b>Recommend</b>	<b>Comment</b>	<b>Stream</b>
13	Kerry's Place Autism Services	Did not apply	\$1,000	To develop social skills groups for children and youth living with an ASD diagnosis.	\$0	Ineligible	Social Services
14	Liftlock New Horizons Bands	Did not apply	\$1,000	To pay for an overlap period of co-conducting costs and travel costs while a new conductor is gradually taking over from the present musical director.	\$500		Arts
15	Mandolin Society of Peterborough	\$500	\$500	To pay for rehearsal space rentals and sheet music costs.	\$250		Arts
16	ME/FM Association of Peterborough & District	\$800	\$1,000	To pay for guest speakers or seminar leaders at education sessions, office and library supplies, printing and advertising, meeting expenses, refreshments for education sessions, token recognition for volunteer appreciation, insurance for library, internet service.	\$850		Health
17	North End Peterborough Food Bank	Did not apply	\$700	To purchase a large deep freezer as the North End Peterborough Food Bank grows and replaces The OPIRG Food Cupboard.	\$700		Social Services
18	Occupational & Environmental Health Coalition - Celebration of Life Planning Committee	Did not apply	\$980	To pay for advertising and production of the Celebration of Life programme, facility rental, light refreshments, musician.	\$0	Ineligible	Social Services



	Organization	2014 Funding	2015 Request	Purpose	Recommend	Comment	Stream
19	Operation Catnip	Did not apply	\$1,000	To cover operational costs, website, telephone, post office box rental, printed display items, and a token contribution to mileage for volunteers transporting animals.	\$950		Health
20	Peterborough & Northumberland Crime Stoppers	Did not apply	\$1,000	To help pay for toll free 24-hour phone service for tips from the public.	\$250		Health
21	Peterborough City Soccer Club	Did not apply	\$1,000	To offer a new service to allow players from 6-12 years old to play "Street Soccer" in a safe and supervised environment, for 8-12 weeks.	\$0		Sports
22	Peterborough Concert Band	\$400	\$1,000	To support two free one-hour concerts in Del Crary Park on Sundays in July, by covering costs for music purchases, conducting fees, rehearsal space rental, promotion, transportation of the band's equipment, various insurances.	\$500		Arts
23	Peterborough Cricket Association	\$900	\$1,000	To assist with field rental at Milroy Park; related insurance; maintenance of cricket mat at Keith Wightman PS, and of artificial turf wicket to be installed at Milroy Park; for proposed summer camp.	\$750		Sports

	Organization	2014 Funding	2015 Request	Purpose	Recommend	Comment	Stream
24	Peterborough Curling Club	\$500	\$975	To purchase 30 curling brooms and two curling sticks for the Learn to Curl program, the elementary school curling program and Sunday social curling.	\$450		Sports
25	Peterborough Lawn Bowling Club	Did not apply	\$1,000	To purchase a portable sign to advertise when the club is open and available to introduce new members to the sport.	\$400		Sports
26	Peterborough Poetry Slam Collective	\$600	\$1,000	To assist with costs of hosting a three day provincial tournament in July 2015.	\$950		Arts
27	Peterborough Pregnancy Support Services	\$250	\$1,000	To offer a Smoking Cessation Program focused on pregnant women/ postpartum women, to be held in our facility.	0	Ineligible	Health
28	Peterborough St. Patrick's Day Parade Committee	Did not apply	\$1,000	To cover the costs of staging, tents, insurance and security for the Peter Robinson Festival.	0		Heritage
29	Peterborough Theatre Guild	Did not apply	\$1,000	To curate the historically significant details of the PTG for its 50 <sup>th</sup> anniversary celebrations and Open House display of documents, costumes, photographs.	\$700		Arts
30	Peterborough Theatre Users' Group	\$500	\$600	To support the administrative costs and the workshop leaders offering education and skill building with six theatre workshops.	\$500		Arts

	<b>Organization</b>	<b>2014 Funding</b>	<b>2015 Request</b>	<b>Purpose</b>	<b>Recommend</b>	<b>Comment</b>	<b>Stream</b>
31	Peterborough Triathlon Club - Youth Team	Did not apply	\$1,000	To provide signs indicating distance and serving as safety signs for young triathletes running and biking; also training aids.	\$500		Sports
32	Quilts for Cancer Peterborough County	\$1,000	\$1,000	To purchase fabric, batting and backing for quilts given to cancer patients.	\$1,000		Social Services
33	RC4G Peterborough (Rock Camp for Girls)	\$800	\$1,000	To cover facility rental fee during camp and throughout the year.	\$850		Arts
34	Sacred Water Circle	\$800	\$1,000	To cover costs related to hosting a Water Gathering, with speakers and discussion on improving our relationship with water.	\$950		Environment
35	Seeds of Change	Did not apply	\$750	To develop and support a series of community music events to complement the existing community meal events.	0		Social Services
36	Seedy Sunday	\$750	\$1,000	To host the free annual seed exchange in March 2016; provide fair and just payment for organizers, facilitators and presenters; to cover rent and insurance; for promotion; to cover cost of a speaker.	\$750		Environment
37	Spark Photo Festival	\$700	\$1,000	To pay for additional marketing for the 2015 Showcase exhibit of heritage photography, featuring the work of Lucy Maud Montgomery.	\$750		Culture

	Organization	2014 Funding	2015 Request	Purpose	Recommend	Comment	Stream
38	Stewart St. Area Community Association	Did not apply	\$1,000	To build a sun/picnic shelter in the Stewart Street Park covering cost of building materials, engineers' draft, other construction costs.	\$0	Same applicant as for Garden. Applied twice, withdrew this one.	Recreation
39	Stewart St. Community Garden	Did not apply	\$1,000	To purchase lumber to enclose compost piles, build a platform for our water tank, and create an improved rainwater catchment system; purchase water hoses and a pump for the tank.	\$850		Health
40	Summer Family Film Series	Not funded (asked for 100% of budget)	\$500	To pay for licensing and projection costs of three free family-friendly films to be aired in June, July, and August in Millennium Park.	\$0	Ineligible	Recreation
41	TandemEyes Cycling Club	\$800	\$1,000	To maintain the fleet of 6 bikes, to purchase 2 new bikes, to acquire theft and fire insurance; to secure permanent winter/ summer storage in the downtown area.	\$1,000		Recreation
42	Teachers' College Neighbourhood Assoc.	\$300	\$500	To replace nets for our neighbourhood ice rink, to purchase small stove for hot chocolate sales, to purchase a carafe to sell coffee.	\$0		Recreation
43	The Peterborough Darkroom Project	Did not apply	\$1,000	To purchase a glass plate collodion chemistry kit, personal protection equipment and other historic photography process material to create an experiential/ artistic/ tourism event.	\$0		Arts

	<b>Organization</b>	<b>2014 Funding</b>	<b>2015 Request</b>	<b>Purpose</b>	<b>Recommend</b>	<b>Comment</b>	<b>Stream</b>
44	The Peterborough Gleaning Program	\$1,000	\$1,000	To cover costs of communication (phone expenses), coordination and transportation (busing).	\$1,000		Health
45	The Peterborough L.E.T.S Exchange	\$600	\$1,000	To offset cost of markets, cell phone, promotion and cost of venues.	\$600		Social Services
46	The Trent Valley Literacy Assoc.	Did not apply	\$1,000	To assist in operating costs, adult curriculum material, office supplies and computer resources.	\$0	Ineligible	Social Services
47	Trent Vegetable Gardens	Did not apply	\$1,000	To purchase tools and equipment and compost tea brewer	\$0	Ineligible	Environment
48	Whitlaw Mariners	Did not apply	\$1,000	To replace 130 chairs that are broken and worn out.	\$0		Recreation
				<b>Total Project Funding:</b>	<b>\$21,000</b>		