



City of
Peterborough

To: **Members of the General Committee**

From: **Sheldon Laidman, Commissioner of Community Services**

Meeting Date: **March 9, 2020**

Subject: **Report CSD20-001**
2020 Community Investment and Project Grants

Purpose

A report to recommend the award of Community Investment Grants in the amount of \$209,500 and Community Project Grants in the amount of \$20,050 to eligible community groups in 2020.

Recommendations

That Council approve the recommendations outlined in Report CSD20-001 dated March 9, 2020, of the Commissioner of Community Services, as follows:

- a) That the 2020 Community Investment Grants in the total amount of \$209,500 be allocated to various local charitable and Not-For-Profit organizations (NFP's) as outlined in Appendix A - 2020 Proposed Community Investment Grant Funding;
- b) That the 2020 Community Project Grants in the total amount of \$20,050 be allocated to various community groups as outlined in Appendix B - 2020 Proposed Community Project Grant Funding; and,
- c) That the Grants Advisory Committee appointed in Report CLSCLK19-004 have their term extended for an additional year, with a term expiration of May 2021.

Budget and Financial Implications

Recommendations a) and b) can be accommodated within the approved \$209,500 Community Investment Grants budget, and the approved \$20,050 Community Project Grants budget. The Investment Grant Advisory Committee has allocated \$209,500 to

2020 applicants and pre-approved multi-year funding recipients. A City Staff Committee has allocated \$20,050 to 2020 applicants in the Community Project Grant Program.

Background

Community Grants Application Process

In an effort to create a paperless application process for both Investment and Project Grant categories in 2020, applicants were asked to submit applications and supporting documentation through an online portal on the City's website. Staff regularly updated the website to reflect the process and published on the City's Social Media pages. Staff also held an information session at 210 Wolfe St, on Wednesday November 13, 2020 to review the program eligibility criteria, application process and to provide an opportunity for applicants to ask questions. 19 individuals attended this session from both the Community Investment and Community Project Grant Categories.

Community Investment Grants Program

A community-based Grant Advisory Committee was appointed in 2019 for a two-year term (2019/2020) to review all Community Investment Grant applications and to make recommendations for the preparation of this report.

The Grant Advisory Committee met as two sub-committees. One reviewed Social Services, Health, Culture, Heritage, Sport and Environment applications and the other group reviewed Arts applications. City Staff administered, facilitated, and supported the process.

The respective sub-committees reviewed the applications and applied the eligibility and evaluation criteria. After the ratings were tallied, the sub-committees merged in a final committee meeting, and collectively recommended the grant allocations as outlined in Appendix A -2020 Proposed Community Investment Grant Funding.

2020 Investment Grant Applications

This year, the City received twenty-six applications for Investment Grant funding. An additional ten organizations were pre-approved as they have existing multiyear funding agreements. Of the twenty-six applications, three eligible applicants were not recommended for funding and one organization was deemed ineligible.

The following chart illustrates how the Investment Grant program has evolved since 2016.

Year	Number of Applications	Number of New Applicants	Number of Approved (including organizations in multi-year funding)	Total Allocation	Average Allocation
2016	44	3/8%	42/95%	\$212,000	\$5,048
2017	44	2/5%	42/95%	\$230,000	\$5,476
2018	36	1/3%	33/92%	\$208,766	\$6,326
2019	36	2/5%	34/94%	\$209,500	\$6,162
2020	36	0	32/90%	\$209,500	\$6,547

Allocation of Funding by Sector Including Pre-Approved Multi-Year Funding

Year	Arts, Culture and Heritage	Environment	Health & Social Services	Recreation & Sport	Total
2016	18/ \$93,000	3/ \$5,500	20/\$110,500	1/ \$3,000	42/\$212,000
2017	18/ \$122,000	2/ \$5,500	20/ \$94,400	2/ \$8,100	42/\$230,000
2018	19/ \$124,660	2/ \$5,000	10/ \$68,500	2/ \$10,606	33/\$208,766
2019	18/ \$114,000	3/ \$9,000	12/ \$79,000	1/ \$7,500	34/\$209,500
2020	18/ \$117,900	2/ \$12,100	12/ \$79,500	0/ \$0	32/\$209,500

2020 Investment Grant Multi-Year Funding

Ten organizations have been allocated funding based on previous year's approval for multi-year funding. Fourteen organizations requested multi-year funding in 2020 and 7 are recommended for multi-year funding.

Eligibility Criteria

Through the formal application process, applicants must meet the following eligibility criteria as approved by Council:

- be NFP's that are located, and conduct the majority of their activities within the geographic boundaries of the City of Peterborough
- have sustained a history of activity over two years prior, normally achieved as past recipient of at least two Community Project Grants
- have been in existence for five years if requesting multi-year funding
- have demonstrated sound financial management and good standing with the City of Peterborough and be able to demonstrate that they provide those services and programs in an effective, accessible, open and inclusive manner

The following are considered ineligible applicants:

- organizations receiving Community Project 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-based 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

2020 Community Project Grants

A Staff committee with expertise and experience in the four major program areas was formed to reflect the approved funding streams: Arts/Culture/ Heritage, Environment, Health and Social Services, and Recreation and Sports.

The Committee met and reviewed the applications and applied the eligibility and evaluation criteria to award funding to successful eligible groups.

The Committee recommends the grant allocations as outlined in Appendix B - 2020 Proposed Community Project Grant Funding. The total allocation for 2020 is \$20,050.

The Community Services Department received thirty-eight applications for Project Grants, including nineteen new applicants. Of the thirty-eight applications, 2 eligible applicants were not recommended for funding and 7 organizations were deemed ineligible.

The following chart illustrates how the Project Grant program has evolved since 2016.

Year	Number of Applications	Number of New Applications	Number Approved	Total Allocation	Average Allocation
2016	39	10/26%	27/69%	\$19,000	\$704
2017	41	20/49%	34/83%	\$21,000	\$618
2018	24	5/20%	22/92%	\$14,950	\$679
2019	41	16/39%	29/73%	\$20,500	\$691
2020	38	19/50%	29/76%	\$20,500	\$707

Allocation to Successful Applicants by Sector

Year	Arts, Culture & Heritage	Environment	Health & Social Services	Recreation & Sports	Total
2016	10/ \$7,400	2/ \$1,250	12/ \$8,050	3/ \$2,300	27/ \$19,000
2017	9/ \$6,750	7/ \$3,850	17/ \$9,500	1/ \$900	34/ \$21,000
2018	6/ \$4,500	2/ \$900	13/ \$8,350	1/ \$400	22/ \$14,950
2019	13/ \$8,500	5/ \$3,300	11 /\$10,050	0/0	29/ \$20,050
2020	12/ \$9,100	2/ \$1,100	12/ \$8,025	3/ 1,825	29/ \$20,050

Eligibility Criteria for Community Project Grants

Through the formal application process, community groups were required to meet the following 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.

Review of Community Grant Programs

In 2020, staff will undertake a review of both the Community Project and Investment Grant programs. This was a request of Council during the budget review. It is anticipated that eligibility criteria, how organizations advance through each grant program, and how auditing is conducted will be reviewed.

Summary

This is the fourteenth year the Community Grant Programs have been operating under the current model to support not for profit organizations in their on-going activities to enrich local quality of life. Following the evaluation criteria approved by Council, this report recommends the disbursement of \$209,500 to qualified applicants in the Community Investment Grant Program, and \$20,050 in the Community Project Grant Program.

Submitted by,

Sheldon Laidman
Commissioner of Community Services

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Attachments:
Appendix A - 2020 Proposed Community Investment Grant Funding
Appendix B – 2020 Proposed Community Project Grant Funding