



City of  
**Peterborough**

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**To:** Members of the General Committee

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

**Meeting Date:** March 8, 2021

**Subject:** Report CSD21-001  
2021 Community Investment and Project Grants

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## **Purpose**

A report to recommend the award of the Community Project Grants in the amount of \$15,590 and the Community Investment Grants in the amount of \$213,960 to eligible community groups in 2021.

## **Recommendations**

That Council approve the recommendations outlined in Report CSD21-001 dated March 8, 2021, of the Commissioner of Community Services, as follows:

- a) That the 2021 Community Project Grants in the total amount of \$15,590 be allocated to various community groups as outlined in Appendix A - 2021 Proposed Community Project Grant Funding;
- b) That the remaining \$4,460 in the 2021 Community Project Grant budget be allocated to the 2021 Community Investment Grants; and
- c) That the 2021 Community Investment Grants in the total amount of \$209,500 plus the additional \$4,460 from the Project Grants for a total of \$213,960 be allocated to various local charitable and Not-For-Profit organizations (NFP's) as outlined in Appendix B - 2021 Proposed Community Investment Grant Funding.

## **Budget and Financial Implications**

The recommendations can be accommodated within the approved \$20,050 Community Project Grants budget and the approved \$209,500 Community Investment Grants budget. A City Staff Committee has recommended \$15,590 be allocated to 2021 applicants in the Community Project Grant Program. The Investment Grant Advisory Committee has recommended \$213,960 be allocated to 2021 applicants and pre-approved multi-year funding recipients.

## **Background**

### **Community Grants Application Process**

Both the Investment and Project Grant application processes were completed 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 to ensure all potential applicants were aware of the process and the grant opportunity.

### **2021 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 A - 2021 Proposed Community Project Grant Funding. The total allocation for 2021 is \$15,590.

The Community Services Department received twenty-nine applications for Project Grants, including ten new applicants. Of the twenty-nine applications, 5 eligible applicants were not recommended for funding and 4 organizations were deemed ineligible. Staff are aware based on conversations and feedback from eligible organizations and community groups that Covid-19 negatively affected the number of applications submitted for 2021. Groups were not confident that events and programs would be able to be run or operated. This was particularly evident in the Community Project Grant stream which is intended for smaller organizations and smaller programs and events.

The following chart illustrates how the Project Grant program has evolved since 2017.

Year	Number of Applications	Number of New Applications	Number Approved	Total Allocation	Average Allocation
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
2021	29	10/34%	20/69%	\$15,590	\$624

#### Allocation to Successful Applicants by Sector

Year	Arts, Culture & Heritage	Environment	Health & Social Services	Recreation & Sports	Total
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
2021	4/\$3,750	1/\$500	11/\$8,575	4/\$2,765	20/\$15,590

#### 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 Not For Profit, 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.

### **Community Investment Grants Program**

A community-based Grant Advisory Committee was appointed in 2019 for a two-year term (2019/2020) and was approved for a third term through Report CSD20-001 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 B -2021 Proposed Community Investment Grant Funding.

### 2021 Investment Grant Applications

This year, the City received eighteen applications for Investment Grant funding. All eighteen applications received funding. An additional nine organizations were pre-approved as they have existing multiyear funding agreements.

The following chart illustrates how the Investment Grant program has evolved since 2017.

Year	Number of Applications	Number of New Applicants	Number of Approved (including organizations in multi-year funding)	Total Allocation	Average Allocation
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
2021	27	1/4%	27/100%	\$213,960	\$6,385

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

Year	Arts, Culture and Heritage	Environment	Health & Social Services	Recreation & Sport	Total
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
2021	16/\$147,930	3/\$12,530	8/\$53,500	0/\$0	27/\$213,960

**2021 Investment Grant Multi-Year Funding**

Nine organizations have been allocated funding based on previous year’s approval for multi-year funding. Seven organizations requested multi-year funding in 2020 and 5 are being 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
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### **Review of Community Grant Programs**

Staff reviewed the 2020 scoring methods used by the Investment Grant Advisory Committee in 2020 and developed a revised 2021 scoring matrix to assist in the Committee's review. After receiving feedback from the Committee, this process will be used again in 2022 and the application will be updated to reflect the scoring matrix.

### **Summary**

This is the fifteenth 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 \$15,590 to qualified applicants in the Community Project Grant Program, and \$213,960 in the Community Investment Grant Program.

Submitted by,

Sheldon Laidman  
Commissioner of Community Services

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Attachments:

Appendix A - 2021 Proposed Community Project Grant Funding

Appendix B – 2021 Proposed Community Investment Grant Funding