



City of
Peterborough

To: Members of the General Committee

From: Sheldon Laidman, Commissioner, Community Services

Meeting Date: April 7, 2025

Report: 2025 Community Project and Investment Grants, Report CSD25-002

Subject

A report to recommend the award of Community Project and Investment grants to eligible applicants in 2025.

Recommendations

That Council approve the recommendations outlined in Report CSD25-002, dated April 7, 2025 of the Commissioner of Community Services as follows:

- a) That the recommendations of the Community Project Grant Committee in the total amount of \$20,965 be allocated to various community groups as described in Appendix A; and
- b) That the recommendations of the Community Investment Grant Committee in the total amount of \$167,170 be allocated to various local charitable and Not-For-Profit organizations (NFPs) as described in Appendix B.

Executive Summary

- The Staff Project Grant Committee recommends 24 organizations to receive funding totaling \$20,965
- The Community Investment Grant Committee recommends 19 organizations to receive funding totaling \$167,170 and

- A list of organizations previously approved for multi-year funding in the amount of \$36,900 is provided for background information.

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 and through other media sources to ensure all potential applicants were aware of the process and the grant opportunity.

2025 Community Grants Committee Members

The Community Project Grant Committee was comprised of City staff with expertise and experience in the four major program areas. It was formed to reflect the approved funding streams: Arts/Culture/ Heritage, Environment, Health and Social Services, and Recreation and Sports.

The Community Investment Grant committee was comprised of Citizen Appointments as per report CLSCLK23-003 - Citizen Appointments to Various Committees Report dated February 13, 2023 with terms until December 2025.

Both the Community Project and Investment Grant Committees met separately to review the applications and applied the eligibility and evaluation criteria to award funding to successful eligible groups.

Community Project Grant Program

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 in a Community Service Agreement
- 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

Applicants were evaluated on the following criteria:

Community Need: Organization demonstrates its understanding of current community needs and addresses these through its activities and partnerships in the application in a diverse, equitable and inclusive manner – 25%

Financial Viability: Demonstrated sound financial management and revenue generation (accurate records, responsible budget, various sources of income; if deficit, then reduction plan); Operating surpluses or reserve accounts should not exceed 25% of total operating without acceptable explanation, e.g., capital campaign); Board and staff skills are appropriate for this size and scope of organization and ensuring the success of the application – 25%

City Priorities, Feasibility and Evaluation: The application meets one or more City priorities and participant priorities within target sectors (as outlined on the application forms), the organization has the feasibility to complete the proposed activity or service, and has identified accountability/mechanism for evaluation (identification of key performance measures and outcomes) – 20%

Strategic Direction and Previous Funding: Organization identifies benchmarks and goals for organizational development. The organization has plans to sustain and develop its audience, service and or participants (specific to Investment Grants) The application has adequately demonstrated impact of previous year's funding support. – 15%

Other Funding/Community Support: Funding from various levels of government, foundations, support or sponsorship from other organizations, local businesses, industry, service clubs; and evidence and impact of community collaboration, partnerships – 15%

Community Project Grant Applications

The Community Services Department received 37 applications for the Community Project Grant stream and 5 organizations were deemed ineligible. The total recommended allocation for 2025 is \$20,965, and the maximum grant allowable in this

category is \$1,000. Refer to Appendix A which provides full details of recommendations for funding in the Community Project Grant category.

The following chart illustrates how the Community Project Grant program has evolved since 2021

Year	Submitted Applications	Approved Applications	Total Allocation Per Year
2022	20	18	\$15,525
2023	41	28	\$20,655
2024	35	29	\$20,965
2025	37	24	\$20,965

Community Investment Grants Program

Eligibility Criteria

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

- Be NFPs 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 within the last 5 years,
- 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 in a Community Service Agreement
- 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
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Applicants were evaluated on the following criteria:

Community Need: Organization demonstrates its understanding of current community needs and addresses these through its activities and partnerships in the application in a diverse, equitable and inclusive manner – 25%

Financial Viability: Demonstrated sound financial management and revenue generation (accurate records, responsible budget, various sources of income; if deficit, then reduction plan); Operating surpluses or reserve accounts should not exceed 25% of total operating without acceptable explanation, e.g., capital campaign); Board and staff skills are appropriate for this size and scope of organization and ensuring the success of the application – 25%

City Priorities, Feasibility and Evaluation: The application meets one or more City priorities and participant priorities within target sectors (as outlined on the application forms), the organization has the feasibility to complete the proposed activity or service, and has identified accountability/mechanism for evaluation (identification of key performance measures and outcomes) – 20%

Strategic Direction and Previous Funding: Organization identifies benchmarks and goals for organizational development. The organization has plans to sustain and develop its audience, service and or participants (specific to Investment Grants) The application has adequately demonstrated impact of previous year's funding support. – 15%

Other Funding/Community Support: Funding from various levels of government, foundations, support or sponsorship from other organizations, local businesses, industry, service clubs; and evidence and impact of community collaboration, partnerships – 15%

Community Investment Grant Applications

This year, the City received 22 applications for Investment Grant funding with 19 applications recommended to receive funding. The Investment Grant committee reviewed the applications and applied the eligibility and evaluation criteria. After the initial ratings were tallied, the committee met a final time and collectively recommended the grant allocations as outlined in Appendix B – Recommended Allocations for Community Investment Grants. The total recommended allocation for the Community

Investment Grant Category for 2025 is \$167,170 and the maximum grant allowable in this category is \$15,000.

Community Investment Grant Multi-Year Funding

In addition to the 2025 recommended grant recipients, four organizations have been allocated funding based on previous years' approvals for multi-year funding as detailed in Appendix C, Community Investment Grant Confirmed Multi-year Funding.

The following chart illustrates how the Community Investment Grant program has evolved since 2021.

Year	Submitted Applications	Approved Applications (not including pre-approved Organizations in multi-year funding)	Total Allocation per year (Including pre-approved Organizations in multi-year funding)
2022	12	12	\$196,980
2023	25	20	\$215,828
2024	19	18	\$219,070
2025	22	19	\$167,170

Next steps for Community Grants Program

Report CSD24-003 made adjustment to part of the Community Grants Program that established Community Service Agreement for 16 local organizations. In 2025, staff will bring a report forward to update the remaining components of the Community Grants Program.

Strategic Plan

Strategic Pillar: Community & Well-being

Strategic Initiative: Foster community resiliency, neighbourhood identity, civic pride, sense of belonging, and intercultural harmony. Enhance and protect the health, safety, and wellbeing of all in our city. Provide robust, affordable, and accessible sport, recreation, wellness, the arts, and social programs for people of all ages and abilities

The community grant program offers community partnerships and opportunities to expand the vibrancy and well being of our community. Municipal investment can bring

cultural enrichment, economic growth, community identity, job creation and quality of life benefits to the community

Budget and Financial Implications

The recommendations can be accommodated within the approved \$20,965 Community Project Grants budget and the approved \$204,070 Community Investment Grants budget.

Conclusion

The Community Grant Programs have been operating under the current model for 18 years 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 \$20,965 to qualified applicants in the Community Project Grant Program, and \$204,070 in the Community Investment Grant Program.

Attachments

Appendix A: Recommended Allocations for Community Project Grants
Appendix B: Recommended Allocations for Community Investment Grants
Appendix C: Community Investment Grant Confirmed Multi-year Funding

Submitted by,

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Commissioner of Community Services

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