

# Report to Council



**Date:** May 7, 2018  
**File:** 0710-30  
**To:** City Manager  
**From:** Mariko Siggers, Community & Neighbourhood Services Manager  
**Subject:** 2018 Community Social Development Grants

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## **Recommendation:**

THAT Council receives, for information, the report from the Community & Neighbourhood Services Manager dated May 7, 2018, regarding the distribution of the Community Social Development Grants;

## **Purpose:**

To provide Council with background information about the Community Social Development Grants, the grant review process and the decision of the Grant Review Committee regarding the distribution of the 2018 program funds.

## **Background:**

The City social grant program currently consists of Community Social Development Grants and Emergency Grants (Policy 218). The purpose of these grants is to support the social sustainability objectives outlined in Chapter 10 of the Official Community Plan, the City Social Framework and Social Policy (Policy 360).

The annual budget for the Community Social Development Grant is \$187,000, which includes the funds transferred from the RDCO Grant-In-Aid fund. The Central Okanagan Foundation (COF) has been contracted by the City since 2005 to administer an arms-length, independent evaluation process for the social grants. This relationship is governed by an annual Memorandum of Understanding.

COF is responsible for establishing a Grant Review Committee and providing oversight to this committee. The Grant Review Committee evaluates submitted grant applications based on parameters established through Council Policy 218 and the Community Social Development Grant Guidelines. Award amounts are determined based on the applicants' ability to demonstrate how the objectives of the grant program will be met and to clearly identify how the funds will be used. Applications that do not demonstrate this are given partial or no funding.

The Community Social Development Grants include three streams of funding:

Grant	Purpose	Funding Levels
Operational Grants	Assist with expenditures incurred funding the operation and/or delivery of existing programs	A maximum of 25% of the organization's operating budget
Project Grants	Assist with special events or to operate short term programs or projects	A maximum of 50% of the costs of the project
Emergency Grants	Assist an organization through a financial crisis	A maximum of \$5000 once in a three-year period

Annually, the Operational and Project Grants have an intake and administrative timeline while the Emergency Grants are distributed as the need arises and are funded through the Social Development Grant Reserve (R117).

Below is the 2018 timeline for the Community Social Development Project and Operating Grants:

- January 17, 2018 - community information session
- February 23, 2018 – deadline for grant submissions
- April 4, 2018 - Grant Review Committee adjudicate grant applications

In 2018, 18 grant applications were received. The total amount requested was \$375,222. Following the adjudication process, 11 applicants were approved for funding and the total annual budget of \$187,000 was allocated.

A list of the grant recipients and a brief description of the project or organization is included in Attachment A and has been summarized below:

	Organization	Amount Awarded	Type of Grant	Funding Level
1	Brain Trust	\$8,000	Project	Full
2	Elevation Outdoors	\$15,000	Operational	Full
3	Hands in Service	\$25,000	Operational	Full
4	Hope for the Nations	\$17,000	Operational	Partial
5	Karis Support Society	\$15,000	Operational	Full
6	Kelowna Pride Society	\$14,500	Operational	Partial
7	Living Positive Resource Centre	\$20,000	Operational	Full
8	NOW Canada	\$31,000	Operational	Full
9	Okanagan Immigrant Collective	\$13,500	Project	Full
10	Seniors Outreach Resource Centre	\$8,000	Operational	Full
11	Start Fresh Project Society	\$20,000	Project	Partial
	Total	\$187,000		

Total Grant Applications Received: 18  
Total Grant Applications Funded: 11  
Total Funds Distributed: \$187,000

Total Funds Requested: \$375,222  
2018 Grant Funding Available: \$187,000

The guidelines have been modified over the past few years in order to be more responsive to the greatest community needs. In 2017, Council approved the addition of "Resiliency Themes" to be applied if the program is over-subscribed. The applications which better align with the themes are given a higher funding priority than those which do not.

Resiliency Themes:

1. Create a culture of inclusivity and increase opportunities for social connections and support, particularly for residents who are isolated or vulnerable.
2. Support initiatives that focus on capacity building to prevent homelessness and provide housing support.

In 2018, these themes were used to guide the decision making as the requests for funds were higher than the allocated amount. In particular, applications which were difficult for the committee to reach consensus on were tabled. The resiliency themes were applied to these applications and influenced the final funding decision.

Applicants have all been notified of the decisions. Unsuccessful applicants received feedback as to how the decision was reached and how they can improve their application for next time. Successful applicants must sign a Letter of Agreement outlining the terms and conditions of the grant and show proof of adequate liability insurance before any funds will be released. A final report is required within 90 days of the end of the grant term and will include the following information:

- how the agreed upon measurable performance targets were met.
- project statistics and supplementary data as they relate to project goals, objectives and outcomes.
- a financial statement certified correct by the directors of the agency or an independent auditor, showing all revenue and expenses related to the project and detailing how the grant funds were dispersed.

### **Next Steps**

As important work continues on developing strategies for collaborative community wide social services, the Community Social Development Grant guidelines will continue to become more strategic in advancing Council's priorities. In addition, improvements to the application form, guidelines and scoring matrix will be developed with the Central Okanagan Foundation to further refine and clarify administrative process.

**Internal Circulation:** Divisional Director, Active Living & Culture; Divisional Director; Communications Advisor; Social Development Manager

### **Existing Policy:**

Council Policy 218 Community Social Development Grants  
Council Policy 360 Social Policy

**Financial/Budgetary Considerations:**

Allocated in the Community & Neighbourhood Services Branch the annual budget is \$187,000 for Community Social Development Grants and \$15,000 for contracted services for grant administration.

**External Agency/Public Comments**

This report has been prepared in consultation with the Central Okanagan Foundation in their role as the contractor providing arms-length administration and review of this grant program.

**Considerations not applicable to this report:**

Legal/Statutory Authority  
Legal/Statutory Procedural Requirements  
Personnel Implications  
Communications Comments  
Alternate Recommendation

Submitted by:

M. Siggers, Community & Neighbourhood Services Manager

**Approved for inclusion:** J. Gabriel, Divisional Director, Active Living & Culture

Attachments:

Attachment A: Report from the Central Okanagan Foundation

Attachment B: Council Policy 218 Community Social Development Grants

Cc: Divisional Director, Corporate Strategic Services  
Divisional Director, Financial Services