

Report to Council



Date: April 25, 2016
File: 0610-53
To: City Manager
From: Louise Roberts, Community & Neighbourhood Services Manager
Subject: 2016 Community Social Development Grants

Recommendation:

THAT Council receives, for information, the report from the Community & Neighbourhood Services Manager dated April 25, 2016, regarding the Community Social Development Grants;

AND THAT Council approves the recommendations of the Central Okanagan Foundation Grant Advisory Committee for the distribution of the 2016 Community Social Development Grants as outlined in the report from the Community & Neighbourhood Services Manager dated April 25, 2016.

Purpose:

To provide Council with background information about the Community Social Development Grants, the grant review process and the recommendations from the Grant Advisory Committee regarding the distribution of the 2016 program funds.

Background:

The Active Living & Culture Division manages a number of grant programs that provide funding to community organizations. This includes social grants. 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 Policies (Policy 360).

The Community Social Development Grants were initiated in 1992 as a way to respond to grants-in-aid funding requests of Council. Over time as the community evolved, so did its funding needs which resulted in changes to the City social grants policies and programs. The most recent changes to the social grant programs occurred in January, 2016, when the Grants to Address the Sexual Exploitation of Youth (Policy 277) was merged with the Community Social Development Grants (Policy 218).

Community organizations can apply for three different types of Community Social Development Grants.

Grant	Purpose	Funding Levels
Establishment	One time assistance to help organizations cover expenses in their formative stages of development	Up to 50% of the establishment costs
Operational	Assist with expenditures incurred in the operation and delivery of existing programs	Up to 25% of an organization's operating budget, or 10% if it receives funding from other levels of government
Special Project	Assist with special events or to operate short term programs or projects	Up to 80% of the cost

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.

The Central Okanagan Foundation is responsible for:

- Advertizing the grant program
- Organizing and facilitating an information workshop for interested grant applicants
- Being the primary point for inquiries from grant applicants
- Reviewing submitted grant applications to determine if enough information has been provided
- Orientating grant advisory committee members and providing oversight to the grant committee
- Convening and facilitating a meeting of the Grant Advisory Committee to review each grant application for the purpose of formulating recommendations for grant awards
- Preparing minutes from the advisory committee meeting
- Informing grant applicants of the committee's recommendations and Council's approval
- Facilitates payment of grant awards
- Tracking project/program progress and managing submission of final reports

2016 Timeline:

- January 21, 2016 - community information workshop
- February 26, 2016 - deadline for grant submissions
- March 30, 2016 - Grant Advisory Committee adjudicate grant applications

Each year, the Grant Advisory Committee provides recommendations to Council regarding the awarding of the grants. The recommendations are based on parameters established by Council Policies. To arrive at its recommendations, the Grant Advisory Committee closely follows policy direction and adheres to the City's budget allocations to the grant program.

The following are the Grant Advisory Committee recommendations for distribution of the 2016 Community Social Development Grants.

	Organization	Amount Recommended	Type of Grant	Funding Level
1	Brain Trust Canada	\$3,000	Special Project	partial
2	Canadian Mental Health Association	\$6,500	Operational	partial
3	Central Okanagan Elizabeth Fry Society	\$10,000	Special Project	partial
4	Central Okanagan Food Policy Council	\$3,500	Establishment	full
5	Hands in Service	\$12,500	Operational	partial
6	Inn From the Cold	\$8,420	Operational	partial
7	Karis Support Society	\$10,000	Special Project	full
8	Kelowna & District S.H.A.R.E. Society	\$8,250	Special Project	full
9	Kelowna Community Resources	\$8,880	Special Project	full
10	Kelowna Family Services Centre Society	\$5,000	Operational	partial
11	Living Positive Resource Centre	\$3,400	Special Project	full
12	NOW Canada	\$8,000	Operational	partial
13	Okanagan Fruit Tree Project	\$5,000	Special Project	partial
14	The Family Hub-Kelowna	\$9,550	Establishment	full
	Total	\$102,000		

Total Grant Applications Received: 18
Total Grant Applications Recommended: 14

Total Funds Requested: \$178,126
Total Funds Recommended: \$102,000

Upon approval of Council, 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. The Central Okanagan Foundation holds back 10% of the grant money until such time as an end-of-project report is submitted that:

- Specifies how the agreed upon measureable performance targets were met.
- Provides project statistics and supplementary data as they relate to project goals, objectives and outcomes.
- Includes 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.

This program is one of the ways the City is advancing corporate and community priorities. Ultimately, the community benefits from the diversity of services, programs and amenities provided by organizations through the social grant program.

Internal Circulation:

Divisional Director, Active Living & Culture; Community Communications Supervisor, Communications & Information Services

Existing Policy:

Council Policy 218 Community Social Development Grants

The purpose of the Community Social Development Grants is to make available funding to non-profit organizations and community organizations offering socially beneficial services or programs in the municipality of Kelowna.

Financial/Budgetary Considerations:

Allocated in the Community & Neighbourhood Services Branch annual budget there is \$102,000 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 contracted administrator of the arms length review for these grants.

Considerations not applicable to this report:

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

Submitted by:

L. Roberts, Community & Neighbourhood Services Manager

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

Attachments:

Report from the Central Okanagan Foundation
Council Policy 218 Community Social Development Grants
TOR Community Social Development Grants

cc: Divisional Director, Active Living & Culture
Divisional Director, Communications & Information Services