

# Report to Council



**Date:** June 10, 2019  
**File:** 0160-20  
**To:** City Manager  
**From:** Sandra Kochan, Partnership Manager  
**Subject:** Active Living & Culture Grant Policies

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## **Recommendation:**

THAT Council receives for information the June 10, 2019 report of the Partnership Manager regarding Active Living & Culture grant policies;

AND THAT Council Policy 380, Community Grant Policy, as attached to the report of the Partnership Manager dated June 10, 2019, be approved;

AND THAT Council Policy 381, Event Support Policy, as attached to the report of the Partnership Manager dated June 10, 2019, be approved;

AND THAT Council Policy 218, Community Social Development Grants, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019;

AND THAT Council Policy 298, Sports Event Development Grant, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019;

AND THAT Council Policy 333, Athletic Excellence Grant Policy, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019;

AND FURTHER THAT Council Policy 349, Sport Education Grant, be rescinded as outlined in the report from the Partnership Manager dated June 10, 2019.

## **Purpose:**

To establish new policies relating to Community and Event Support grants administered by the Active Living & Culture Division, and to rescind former policies.

## **Background:**

The Active Living & Culture Division administers a wide range of grant programs. These programs support individuals and organizations that enrich Kelowna's quality of life through social service, arts and culture, sport and events.

In order to maximize the impact of these grant programs, and improve administrative effectiveness, the Division conducted a review of various grant policies. As a result of this review, staff formulated new frameworks for Community Grants and Event Support Grants. These frameworks were approved by Council during the Regular AM meeting on April 8, 2019.

The new frameworks enable a streamlined policy structure which clarifies the respective roles of Council and staff, and establishes Council-approved focus areas as priorities for the City's investment in grant programs. Administrative guidelines assist staff in grant program development and evaluation, and establish a standard set of values for good grantmaking practice.

Staff are proposing two new policies. Each policy has a number of focus areas, and a range of programs within each focus area. The grant programs currently encompassed within each focus area are listed for reference. Each program has separate guidelines, consistent with an established template.

Policy	Focus Areas & Budget*	Grant Programs
<b>Community Grant Policy 380</b>	Community & Social Development 2019 budget: \$192,000	-Neighbourhood -Social Development -Youth Development & Engagement
	Arts, Culture & Heritage 2019 budget: \$339,300	-General Arts Operating -Arts Project -Professional Arts Operating -Community Art -Heritage Building
	Capacity Building 2019 budget: \$30,000	-Organization Development -Grants-in-Aid -Emergency Grants
	Community Sport Delivery 2019 budget: \$36,000	-Athletic Excellence -Sport Education -Community Sport Delivery
<b>Event Support Policy 381</b>	Attract & Assist 2019 budget: \$110,000	Major Events Program (Tiers 1 and 2)
	Sustain & Retain 2019 budget: \$50,000	Event Hosting Program
	Authentic Local Legacy (future phase)	To be developed: -Civic Event Program -Signature Event Program
	*current ALC base budget – carryovers and reserves excluded	

Staff recommend that the following policies be rescinded:

[\*\*Council Policy 218, Community Social Development Grants\*\*](#) – the grant program will continue within the Community & Social Development focus area (Community Grant Policy). Program guidelines will replace the Council Policy.

[Council Policy 333, Athletic Excellence Grant Policy](#) – the grant program will continue within the Community Sport Delivery focus area (Community Grant Policy). Program guidelines will replace the Council Policy.

[Council Policy 349, Sport Education Grant](#) – the grant program will continue within the Community Sport Delivery focus area (Community Grant Policy). Program guidelines will replace the Council Policy.

[Council Policy 298, Sports Event Development Grant](#) – the grant program has been replaced by new programs within the scope of Event Support Policy 381. New program guidelines have been developed.

Separate reports will be forthcoming regarding revisions to:

- Cultural Policy 274, which will incorporate reference to the new Community Grant Policy, and include other changes arising from the Cultural Plan update.
- Grants-in-Aid Policy 058 which provides for various types of Council-approved support funded through Council contingency.

**Internal Circulation:**

Communications Advisor  
Deputy City Clerk  
Active Living & Culture Management Team  
Payroll & Internal Controls Manager

**Financial/Budgetary Considerations:**

The 2019 base budget for existing programs in each focus area is indicated, excluding carryovers and reserves. Each policy provides that unspent funding in any focus area will be carried over for use in that focus area in future years.

**Considerations not applicable to this report:**

Legal/Statutory Authority  
Legal/Statutory Procedural Requirements  
Existing Policy  
Personnel Implications  
External Agency/Public Comments  
Communications Comments  
Alternate Recommendation

Submitted by:

S. Kochan, Partnership Manager

**Approved for inclusion:** Jim Gabriel, Division Director, Active Living & Culture

**Appendices:**

Community Grant Policy 380  
Event Support Policy 381

cc:

Communications Advisor  
Deputy City Clerk  
Active Living & Culture Management Team  
Payroll & Internal Controls Manager