

Report to Council



Date: January 23, 2017
File: 0710-01
To: City Manager
From: Jim Gabriel, Division Director, Active Living & Culture
Subject: Allocation of Transitional Grant-in-Aid Funds

Recommendation:

THAT Council receives for information the report of the Division Director, Active Living & Culture dated January 23, 2017 regarding the allocation of \$100,000 transitional Grant-in-Aid funds for 2017;

AND THAT Council approves the allocation of \$100,000 in transitional Grant-in-Aid funds for 2017 through:

- \$85,000 to the Community Social Development Grant program; and
- \$15,000 to the Organization Development Grant program;

AND THAT Council approves amendments to Council Policy #218 Community Social Development Grants as attached to the report dated January 23, 2017 from the Division Director of Active Living & Culture;

AND THAT Council directs staff to return with a recommendation for revised program guidelines for 2017 Organization Development Grants;

AND FURTHER THAT Council directs staff report back with recommendations for allocation of transitional Grant-in-Aids funds for 2018 and subsequent years.

Purpose:

To provide for Council consideration, a proposed allocation of \$100,000 in transitional Grant-in-Aid funding approved in the 2017 Provisional Budget and amendments to the Council Policy #218 Community Social Development Grant Policy.

Background:

Staff provided a report to Council on November 14, 2016 regarding the discontinuance of the Regional District of Central Okanagan (RDCO) Grant-in-Aid program, and the City of Kelowna's response to this change.

Council approved \$100,000 in transitional funding in the City's 2017 Provisional Budget, representing a substantial portion of the City of Kelowna's average annual contribution to the RDCO Grant-in-Aid program over the last seven years. Staff were directed to report back to Council with recommendations about how these funds would be allocated to existing City of Kelowna grant programs in 2017, and ensuring that the funds continued to benefit programs and services delivered by a range of not-for-profit organizations.

Previous analysis of Kelowna's funding support through the RDCO program for the years 2010 to 2016 indicates that:

- Approximately 70 per cent of funding was granted to organizations delivering health and social service programs;
- Approximately 10 per cent of funding went to arts, culture and heritage organizations; and
- Approximately 20 percent of funding was provided to community organizations, including Community Gardens.

For 2017, staff are recommending that the funding be divided between two existing grant programs within the Active Living & Culture Division:

- a) \$85,000 to the Community Social Development Grant program administered by the Central Okanagan Foundation through a Service Agreement with the City; and
- b) \$15,000 to the Organization Development Grant program administered by the Cultural Services Branch.

As highlighted above, the majority of funding from the RDCO Grant-in-Aid program supported organizations delivering social and health programs. Current grant funding in the Community Social Development Grant program is \$102,000. In 2016, there were 18 applications to this program, requesting a total of \$178,126. Adding \$85,000 transitional funding to the City's Community Social Development Grant, bringing the total funds available to \$187,000 for 2017, responds to the high level of demand, and eases the transition period for applicants previously supported through the RDCO Grant-in-Aid program. Further, access to the City of Kelowna funding will assist these organizations in creating and delivering programs and services which address serious community issues and enable progress in meeting Council's priorities.

Addition of transitional funding for Organization Development Grants recognizes the importance of, and support required for capacity building within the non-profit sector to ensure that organizations benefiting from public funds are resilient, sustainable and well-managed.

More information about the Community Social Development Grant and Organizational Grant programs is provided below.

Staff will report back in the fall of 2017 with an update about the 2017 experience with the additional funding, and make recommendations for the allocation of this funding for 2018 and subsequent years.

This report, and the subsequent reports described below, reflect ongoing implementation of recommendations arising from a comprehensive review of Active Living & Culture grant programs in 2015 (reported to Council on September 28, 2015).

Community Social Development Grants:

The Community Social Development Grant program supports Kelowna-based not-for-profit organizations offering services or programs in the city of Kelowna which focus on improving social sustainability as outlined in the City's Social Framework and further defined in the Official Community Plan and Council Policy #360 – Social Policy. Many of the applicants in this program and the now-ended RDCO program deliver important social services such as supportive housing, food aid, assistance for individuals and families dealing with disabilities, mental illness or other chronic conditions, and programs to counter illiteracy and social isolation.

In response to recommendations from the 2015 Grant Review project, staff are updating the Community Social Development Grant Policy (Policy 218) to be more current and intentional. While the updates begin to align the program procedure with current granting practice and civic priorities, it is anticipated that initiatives underway such as Imagine Kelowna, the Homeless-Serving System Strategy and the Healthy City Strategy, will influence further policy development in 2017.

In the meantime, the draft Policy provided with this report (Appendix A) is an updated format, and also reflects the following:

- Language has been included highlighting the importance of a collaborative and innovative approach based on local research;
- Emphasis on prevention was removed as a key criteria as it restricted the ability to focus on the greatest community need;
- Authority is given to the Grant Review Committee to administer funds based on established policy; funding recommendations from the Grant Review Committee will no longer be presented to Council for approval;
- All funds are distributed upon approval of application; no portion is held back. A final report is required to ensure the organization has met its commitment;
- Removed the formal appeal process in order to be consistent with other grant programs. Applicants are notified via phone call and provided with a formal letter. Decisions of the Grant Review Committee are final;
- The Establishment Grant stream was removed because of low demand and objectives can be accomplished through the Operating Grant stream;
- Removed the lower maximum in the Operational Grant stream of 10 percent for organizations receiving funding for other levels of government or public agencies so that the maximum for any Operational Grants will be 25%;
- Project Grants are no longer eligible for a maximum of 80 percent of costs. The new maximum is 50 percent;
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Key dates related to the Community Social Development Grant include:

Date	Activity
Jan 23 to Jan 30	Update program guidelines and application form
February 1	Information Session for organizations interested in applying for a CSD

	Grant. Session will cover program updates that could impact application process and evaluation.
March 10	Intake Deadline: Completed applications are due on or before 3:30 at the Central Okanagan Foundation Office.
March 10-17	Internal review through Central Okanagan Foundation
March 17 – April 5	Grant Review Committee reviews applications
April 5	Grant Review Committee meets to adjudicate applications
April 6 - 14	Applicants are advised of Grant Review Committee decision
May 1	Inform City Council of the results (tentative date)
May 2	Administrative follow up with applicants
	Final reports are due 18 months after receipt of letter with cheque for approved funding

Organization Development Grants:

Support for organization development projects was introduced as part of the Cultural Services Project Grant program in 2014, but in 2016, a separate set of guidelines and application intake date were created. Current guidelines are included as Appendix B. Only arts, culture and heritage organizations receiving operating support from the City of Kelowna are eligible pursuant to the current guidelines. 2016 funding in this program was \$15,000 and it was fully distributed to nine grantees.

The program currently assists not-for-profit arts, culture and heritage organizations in undertaking activities or initiatives which develop the organization's capacity and sustainability. Examples include building excellence in Board governance, strategic planning, leadership training for Board members, staff or volunteers, fund development, certification or accreditation, audience development, market research, data capture and analysis, succession planning and program evaluation.

Staff recognize that the need for, and benefits of organization development projects extends across the not-for-profit sector and that arts, sport and social service organizations with whom the City has a funding relationship and or other significant connection in the delivery of services or programs, should all be eligible to obtain support for organization development. To that end, staff will bring forward a report in the coming weeks with revised guidelines for the Organization Development program which expand eligibility and further detail how \$30,000 in this program for 2017 will assist organizations in becoming more resilient and successful.

Internal Circulation:

Active Living & Culture Managers
Communications Supervisor
Deputy City Clerk

External Agency/Public Comments

Policy and report reviewed and supported by Central Okanagan Foundation

Existing Policy:

Policy 218: Community Social Development Grant Policy
Policy 360: Social Policy
Policy 274: Cultural Policy

Financial/Budgetary Considerations:

\$100,000 has been approved in the 2017 Provisional Budget. Upon approval of the recommendations in this report, funding will be moved into the respective grant program budget areas.

Considerations not applicable to this report:

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Personnel Implications

Communications Comments

Alternate Recommendation

Submitted by:

J. Gabriel, Division Director, Active Living & Culture

Approved for inclusion:



Attachments: Appendix A – Council Policy 218 – Community Social Development Grants (Updated)

Appendix A1 – Current Policy 218

Appendix B – 2016 Organization Development Guidelines

Appendix C – Presentation – Allocation of Transitional Grant-in-Aid Funding

Cc: Active Living & Culture Managers

Divisional Director, Communications & Information Services

Divisional Director, Corporate and Protective Services

Central Okanagan Foundation – Cheryl Miller