

TO: EXECUTIVE COMMITTEE OF COUNCIL (ECC)
FROM: GENERAL MANAGER CORPORATE SERVICES
SUBJECT: **COMMUNITY GRANT POLICY UPDATE**
PURPOSE: To seek approval of the proposed updates to the Community Grant Policy.

RECOMMENDATION

THAT the amendments to the Community Grant Policy, included as Attachment 1 to the report “Community Grant Policy Update” dated November 6, 2024, of the Open meeting of the Executive Committee of Council, be approved.

1.0 POLICY SECTION

This report proposes an update to the current Community Grant Policy, of which both the report and Policy align with the City’s Corporate Strategic Plan (2022).

2.0 BACKGROUND

At the April 3, 2024, Executive Committee of Council (Committee) meeting, the Committee received a report providing the proposed updates to the Community Grant Policy. At that meeting, the Committee requested additional recommendations and updates to the policy.

Council, at its meeting held on April 15, 2024, received the report titled “Spring 2024 Community Grant Applications” and adopted the recommendations contained therein, including the recommendations and updates to the Policy:

2024 Grant Applications

The Committee requested several Policy changes for the 2024 intake which included:

- all returning eligible applicants receive the same grant amount in 2024 as provided in 2023;
- all new eligible Initiative and Operating Grant applicants be awarded a maximum of 75% of their requested amount; and
- all grant applications related to food sustainability be denied until a grant policy amendment can be developed and approved regarding food sustainability requests.

3.0 GENERAL INFORMATION

2025 Grant Applications

Since the implementation of the new Policy, staff have identified some areas where clarification is required.

The following changes are being proposed for the Community Grant Policy for 2025:

Additional language to Initiative Grants to ensure that applicants are aware of the difference between an initiative that is a fundraiser and an initiative that is barrier free and open to all. Section G has been updated to reflect the two types of Initiative Grant requests:

- a) Fundraiser
- b) No Charge Programs

In addition, it was suggested that additional information be included to help define “Applicant”. A survey of several neighbouring municipalities shows that this is information noted in their policies or in a guide to assist grant applicants. Language has been added to the “applicants” information in Section E to provide further clarification to all applicants.

Changes requested in Spring 2024 and proposed changes by staff have been included in Attachment 1.

As the Community Grant Policy outlines two intake dates, it was noted that Recreational Sports Grants are often processed post event. As a result, an annotation was added to Section H advising that the grant for Recreational Sports Grants can be awarded pre or post event.

Finally, additional wording has been added to Section I – Additional Subsidy for Use of City Facility Space, noting that the applicant should provide the full charge of the allotment as provided by the Parks, Recreation and Culture department as part of their application.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

If approved, the updated Policy will be posted on the City’s website.

5.0 FINANCIAL CONSIDERATIONS

The annual budget for the Community Grant program is currently \$400,000.

Respectfully submitted,

Juli Halliwell General Manager Corporate Services

ATTACHMENTS

Attachment 1 – C-LS-2023-003_Community Grants Policy

REPORT CONTRIBUTORS

This report was prepared by Kathryn Matts, Administrative Officer 2, and reviewed by Blanka Zeinabova, Sr. Manager Legislative Services.