



**CITY OF HAMILTON**  
**COMMUNITY AND EMERGENCY SERVICES DEPARTMENT**  
**Neighbourhood and Community Initiatives Division**

<b>TO:</b>	Chair and Members Community and Emergency Services Committee
<b>COMMITTEE DATE:</b>	May 25, 2015
<b>SUBJECT/REPORT NO:</b>	Neighbourhood Action Strategy Small Grants Funding (CES15024) (Wards 2 and 8)
<b>WARD(S) AFFECTED:</b>	Wards 2 and 8
<b>PREPARED BY:</b>	Suzanne Brown 905-546-2424 ext. 4711
<b>SUBMITTED BY:</b>	Joe-Anne Priel General Manager Community & Emergency Services Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

That a maximum of \$16,500 annually be funded to the Hamilton Community Foundation from the Neighbourhood Action Fund (project #2051255204) to align with their Neighbourhood Small Grants program to support resident-led activities in the Beasley, Stinson and Rolston neighbourhoods.

**EXECUTIVE SUMMARY**

In October 2010, Hamilton City Council approved the earmarking of \$2 million to support the development and implementation of the Neighbourhood Action Strategy, a new initiative to address health inequities in six Hamilton neighbourhoods. A key partnership was initiated with the Hamilton Community Foundation, to align and enhance the neighbourhood work undertaken by that organization, since 2002.

One of the components of the Hamilton Community Foundation's neighbourhood program was the Neighbourhood Small Grants fund, which provided opportunities for funding to small, resident-led projects within each of the eight neighbourhood 'hubs' in the program. Of the eight identified Hamilton Community Foundation 'hubs' (Jamesville, Gibson/Lansdale, Davis Creek, Riverdale, McQuesten, Crown Point, South Sherman and Keith), three included the City identified neighbourhoods (Keith, Stadium/Sherman and McQuesten), which were all eligible for the Foundations' Neighbourhood Small Grant fund. The remaining three City identified neighbourhoods (Beasley, Stinson and Rolston), were not eligible for this program. The intent of the recommendation is to provide equal funding to these three neighbourhoods, following the same process developed by the Hamilton Community Foundation and administered by the Social Planning and Research Council.

The Neighbourhood Small Grants funding provides up to \$5,500 annually to eight of the neighbourhoods within the Neighbourhood Action Strategy to encourage and facilitate

resident engagement. Community developers working with these neighbourhoods assist resident groups in developing their ideas, completing their applications, and facilitate the grant submission for approval to the Community Planning Team/Hub. The Small Grants Funding Tool Kit is attached as Appendix A to Report CES15024.

The City will flow \$16,500 annually to the Hamilton Community Foundation, to be consolidated with their existing small grants funding pool, for Beasley, Stinson and Rolston neighbourhoods. These three neighbourhoods will follow the same process for eligibility as the other eight neighbourhoods as administered by the Social Planning and Research Council.

***Alternatives for Consideration – Not Applicable***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:**

Resources will be allocated to the maximum amount of \$16,500 annually to the Hamilton Community Foundation from the Neighbourhood Action Strategy Fund (Project #2051255204) to be used for the Neighbourhood Small Grants Funding Program leaving a balance of \$414,943 in the fund.

**Staffing:**

There are no staffing implications associated with Report CES15024.

**Legal:**

The Neighbourhood Action Strategy currently has an agreement with the Hamilton Community Foundation for funding for the Neighbourhood Leadership Institute. This funding will be added to that agreement.

**HISTORICAL BACKGROUND**

The Hamilton Community Foundation has operated a neighbourhood small grants program since 2002, first through “Growing Roots....Strengthening Neighbourhoods” and then through Tackling Poverty Together II (TPT II). This granting stream gave the Foundation the opportunity to fund small, resident-led projects within each of the eight “neighbourhood hubs”.

In 2010/2011, the Hamilton Community Foundation and the City of Hamilton came together to develop the new Neighbourhood Action Strategy, which continued to support resident-led neighbourhood initiatives through the neighbourhood small grants fund in the eight HCF supported neighbourhoods.

The primary purpose of the small grants is to encourage and facilitate resident engagement in the neighbourhoods/hubs, and to make the decision making process about the use of the small grants the responsibility of the Neighbourhood Teams. An

additional benefit in the leadership capacity this program builds amongst this team of dedicated residents is by supporting the acquisition of new skills, increased self-esteem, reduced social isolation and an overall greater sense of citizen empowerment.

Neighbourhoods benefit by using small seed grants as leverage to bring in additional resources to the community. This process increases the neighbourhoods' capacity to deal with problems, and helps to ensure that the neighbourhood benefits from a strong and active resident "voice".

Each of the eight neighbourhood hubs (Jamesville, Gibson/Lansdale, Davis Creek, Riverdale, McQuesten, Crown Point, South Sherman and Keith) administer the funding and ensure that the small projects contribute to the vitality of their neighbourhoods. Small grant initiatives have included: community gardens, volunteer-led afterschool programs, beautification projects, newsletters, neighbourhood festivals, collective kitchens, youth-led programs, family literacy initiatives, tree planting/greening initiatives and creating summer jobs for youth.

Because three of the City of Hamilton identified neighbourhoods are also supported by Hamilton Community Foundation these neighbourhoods were able to access funds through the Neighbourhood Small Grants program. However, three neighbourhoods were not within the original community development program from the Hamilton Community Foundation and so have not benefited from the community capacity building activities supported by the small grants program (Beasley, Stinson, and Rolston).

To date, the Neighbourhood Action Strategy has supported many small grant-type requests from Beasley and Stinson on an ad-hoc basis through the work of the community developers and the Social Planning and Research Council, but sees the value in a consistent approach across all neighbourhoods as well as the capacity building benefit to residents in leading a decision-making process.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

There are no policy implications associated with Report CES15024.

## **RELEVANT CONSULTATION**

Hamilton Community Foundation was consulted and is in favour of the recommendation in Report CES15024. They will accept the \$16,500 maximum annually from project #2051255204 to consolidate with their Neighbourhood Small Grant program.

## **ANALYSIS AND RATIONAL FOR RECOMMENDATION**

The Neighbourhood Action Strategy has supported many community engagement-type activities in Beasley, Stinson and Rolston, usually funded through a small grants process. However, the regular City process for funding these activities does not create

the added benefit of building resident and planning team capacity that comes from administering a small grants program.

From meeting with residents to discuss their project ideas, to reviewing grant applications and deciding on where to direct the limited funds, planning team members learn valuable organizational and financial skills and direct resources to projects they feel will best improve their neighbourhoods. Participating residents also learn to develop ideas and a budget, write and present those ideas to a group of their peers, and then implement their projects, all in an environment that is not intimidating. This process results in all involved participants taking greater ownership of the selected projects and their neighbourhoods.

Creating a small grants fund for the additional three neighbourhoods will further align the processes of the City of Hamilton and the Hamilton Community Foundation in supporting and sustaining the Neighbourhood Action Strategy.

#### The Process

The City of Hamilton will flow a maximum of \$16,500 annually to the Hamilton Community Foundation, to be consolidated with their existing small grants fund, for Beasley, Stinson and Rolston neighbourhoods. These three neighbourhood teams will follow the same process as the other eight neighbourhoods in the administration of the small grants fund.

The Neighbourhood Small Grant application process is as follows:

- Neighbourhoods are expected to reach out to resident members/groups in their neighbourhood to inform them of the small grants opportunity.
- The resident group will be encouraged and supported by the neighbourhood team to complete an application form.
- The neighbourhood team will use the sample assessment form provided to reach consensus on whether the project should be funded. Once the team has agreed to fund a project, they will request that the funds be released by the Social Planning and Research Council.
- The resident group will be asked to submit a report to the neighbourhood team at the end of the project, which will include an account of how the money was spent.
- The neighbourhood team will compile the reports and submit to the Social Planning and Research Council, who will provide a report to the Hamilton Community Foundation outlining what was achieved in the community through the use of the small project funding.
- The Hamilton Community Foundation will be responsible for monitoring the small grants fund.

### **SMALL GRANT GUIDELINES**

1. A maximum of \$5,000 is available for small grant funding to each neighbourhood over a one year period. If the full amount is not used in the year it is given, the neighbourhood can hold over what is remaining and funding will be provided to “top up” to the \$5,000 amount. Each small funding grant request cannot exceed \$1,500. Funds for small grants are held by the Social Planning and Research Council, who follows the regulations set out by the Canada Revenue Agency.
2. An additional \$500 is available for meeting expenses (food, transportation) for the meetings of the neighbourhood membership. The \$500 can only be used for this purpose.
3. The primary purpose of the funding is neighbourhood engagement and capacity building, therefore, there should be new projects funded that assist residents’ ability to engage a wide range of people and groups in the neighbourhood.
4. The Small Grant Funds cannot be used to fund political advocacy.
5. With the support of the Community Developer, each neighbourhood will determine how to review the grant applications and how much time is needed to go through this process.
6. Any questions/concerns/requests related to the administration of the small grants will be directed to the Community Developer.
7. Receipts for any funding received must be submitted to the Social Planning and Research Council.
8. Activities on City of Hamilton property that require insurance can have the fee paid by the Neighbourhood Action Strategy via the Planning Team and Community Developer.

### **ALTERNATIVES FOR CONSIDERATION**

None

### **ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**

#### **Strategic Priority #1**

A Prosperous & Healthy Community

*WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.*

**Strategic Objective**

- 1.5 Support the development and implementation of neighbourhood and City wide strategies that will improve the health and well-being of residents.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix A to Report CES15024: Small Grants Funding Tool Kit