



**CITY OF HAMILTON**  
**CITY MANAGER'S OFFICE**  
**Strategic Partnerships and Communications Division**

<b>TO:</b>	Chair and Members Grants Sub-Committee
<b>COMMITTEE DATE:</b>	April 20, 2018
<b>SUBJECT/REPORT NO:</b>	2018 City Enrichment Funding Recommendations (GRA18003) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Monique Garwood (905) 546-2424 Ext. 3991 Rosanna Melatti (905) 546-2424 Ext. 4524 Tameem Miri (905) 546-2424 Ext. 4543
<b>SUBMITTED BY:</b>	John Hertel Director, Strategic Partnerships and Communications
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That, the 2018 City Enrichment Fund recommended funding allocation, in the amount of \$6,022,690 (as outlined in the attached Appendix "A" to Report GRA18003), be approved;
- (b) That, Appendix "B" to GRA18003, Application Summary be received;
- (c) That, Appendix "C" to GRA18003, Payment Plan be approved; and
- (d) That, the grants as listed in Appendix "D" to GRA18003 be approved and the funds be released, pending the submission of additional information, by July 20, 2018;

**EXECUTIVE SUMMARY**

During the 2018 budget process, Council approved a budget for the City Enrichment Fund of \$6,022,690.

The City Enrichment Fund budget allocation as presented in this document, recommends funding allocation within the approved amount.

As in past years, adjudication committees met to review and rate all applications. The result of the reviews and resulting recommended allocations are outlined in Appendices "A" and "B" to Report GRA18003, as attached.

***Alternatives for Consideration:***

Not Applicable.

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The 2018 approved budget for the City Enrichment Fund is \$6,022,690. All recommendations are within the approved 2018 budget. Payments of grants will be made based on the approved City Enrichment Fund payment plan (per Appendix “C” to GRA18003).

Staffing: There are no staffing implications associated with the recommendations in Report GRA18003.

Legal: There are no legal implications associated with the recommendations in Report GRA18003.

**HISTORICAL BACKGROUND**

Each year, various community organizations apply for funding offered through the City Enrichment Fund. The applications are reviewed and rated by adjudication committees and recommendations are forwarded to the Grants Sub-Committee for consideration and approval by Council.

The City of Hamilton has played a significant role in enriching the community through grant programs that have been in place in various forms both pre and post amalgamation. As the City of Hamilton continues to grow and evolve, the population and needs within the community have continued to transform. The City Enrichment Fund Program currently offers funding to community organizations within 6 (six) program areas: Agriculture; Arts; Communities, Culture & Heritage; Community Services; Environment and Sport & Active Lifestyles.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

All policies with respect to the City Enrichment Fund have been adhered to.

**RELEVANT CONSULTATION**

Healthy & Safe Communities – Recreation and the Neighbourhood and Community Initiatives section has provided input into the development of this report and were represented on the City Enrichment Fund Evaluation Team.

Planning and Economic Development – The Business Development and Tourism and Culture section has provided input into the development of this report and was represented on the City Enrichment Fund Evaluation Team.

Public Works – The Policy and Programs section has provided input into the development of this report and was represented on the City Enrichment Fund Evaluation Team.

## **ANALYSIS AND RATIONAL FOR RECOMMENDATION**

In 2018, there were 313 applicants received for the following program areas: Arts; Communities Culture & Heritage (CCH); Community Services (CS); Sport and Active Lifestyles (SAL); Agriculture (AGR) and Environment (ENV) that requested \$8,388,882 in funding, of that amount, \$5,972,690 (71%) has been recommended.

### **Administration:**

Staff continues to provide Organizational Development support and City Enrichment Fund Process workshops. As many of the applicant organizations are volunteer run, there is significant staff turnover each year, therefore the need exists to annually assist them with the application process. It is anticipated that this work will continue to strengthen community organizations' capability and sustainability.

Through the use of advertising and social media we strive to build the capacity of the newly and established organizations to engage the community in workshops, drop-ins and one-to one meetings. Staff works with the organizations to identify gaps and needs of the program areas, and provide guidance to develop and implement a funding model.

In the fall of 2017, staff co-ordinated:

1. Information Sessions to review program area Streams; Eligibility; Goals; Application Process and Budget
2. Drop-In Session providing an opportunity to meet with the Program Manager one-on-one to discuss specific application questions, budget questions, and to troubleshoot the online portal.
3. Provided communication through City of Hamilton staff liaisons to the following committees:
  - Access and Equity Committee; and
  - Business Improvement Advisory Committee

Staff will continue to reach out for intake of projects that promote diversity and inclusion and invest in the continuous improvement of the online application system, as well as provide training or other additional resources to the City Enrichment Fund applicants. Applicants are supported free of charge in areas that include but are not limited to:

- Organizational Development
- Succession Planning
- Business Plans
- Marketing Plans
- Outcome Measures

In May 2016, the Director, Strategic Partnerships & Communications was delegated the authority to amend all City Enrichment Fund forms, guidelines and program areas as needed, reporting any and all changes annually to the Grants Sub-Committee. In 2017, the deadline for submission of funding agreements was extended from November 1, 2017 to December 8, 2017 in order to accommodate payment of all approved grants.

For the first time since the inception of the City Enrichment Fund (CEF) program, staff implemented a consistent funding model across all six program areas. A consistent funding formula further aligns the CEF program with best practices and addresses the identified objectives of the CEF including greater transparency and increased opportunity for new applicants.

### **Community Services:**

The Community Services program area received 96 applications in 2018 and continues to support both established and emerging community programs. A total of 75 programs were recommended for funding in the Established Program stream (Categories A-G) and 13 programs were recommended for funding in the Emerging Needs and Program Innovation stream. Funding stability continues to be provided for established programs, while continuing to foster and incubate new and emerging programs. By supporting both established and emerging needs, funding from the Community Services stream the City of Hamilton continues to provide strategic and targeted investment in the local social safety net.

### **Sport & Active Lifestyles:**

In 2018, there were a number of new submissions to the Sport and Active Lifestyle program for the City Enrichment Fund, which is reflective of the ongoing community need for sport funding within the City of Hamilton. In addition, the Sport and Active Lifestyle application scores were much higher on average this year which speaks to the improved process as well as the direct work undertaken with individual organizations.

**Agriculture:**

The City Enrichment Fund has gained further awareness amongst agricultural groups in Hamilton. For the 2018 intake, the Agriculture Program received 20 applications through the Operating Grants stream, representing two new organizations and 18 established organizations. The community need in the agriculture sector remains strong as organizations continue to pursue programming and events that celebrate, educate and provide economic impact to Hamilton's rural communities.

**Arts:**

The Arts program area received a total 87 applications, 31 of which are from new applicants, and continues to support innovative programming and projects from both established and emerging applicants. The arts sector continues to demonstrate need and growth, as our applicants present to growing audiences providing opportunities for all the people of Hamilton to enjoy and actively participate in the arts while enhancing social, economic and cultural prosperity.

The Arts program continues to adjudicate with an arms-length jury. This year, 6 separate adjudication teams reviewed all applications. Staff will continue to work directly with all applicants, successful and unsuccessful, to assist them to strengthen the responsiveness, effectiveness and accessibility of Hamilton's arts community.

**Communities, Culture & Heritage:**

The Communities, Culture & Heritage program area received a total of 64 applications with 9 applications from new organizations and/or programs. The funding recommended supports both new and established cultural programming across the city. A number of returning applicants have achieved improved scores as they have worked with staff over the funding cycles in reviewing applications and in receiving adjudicator feedback. Staff will continue to work directly with all applicants, successful and unsuccessful, to assist them to strengthen the responsiveness, effectiveness and accessibility of Hamilton's cultural community.

**Environment:**

The number of applications recommended for funding through the Environment Program has increased from 9 in 2017 to 10 in 2018, indicating that the strength of environmental organizations to meet CEF requirements has increased. Interest in the Environment Program – Capacity Building stream has increased in 2018 as more environmental organizations look to build their administrative and management capacity which will strengthen the environmental sector overall. Staff will engage with environmental organizations to increase awareness about funding opportunities available through the City Enrichment Fund and work with returning and potential

applicants to ensure CEF continues to receive applications for high quality initiatives that will build the strength of Hamilton's environmental sector.

**ALTERNATIVES FOR CONSIDERATION**

**(Include Financial, Staffing, Legal and Policy Implications and Pros and Cons for each alternative)**

Not Applicable.

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Economic Prosperity and Growth**

*Hamilton has a prosperous and diverse municipal economy where people have opportunities to grow and develop.*

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report GRA18003: 2018 City Enrichment Fund

Appendix "B" to Report GRA18003: 2018 Application Summary

Appendix "C" to Report GRA18003: 2018 Payment Plan

Appendix "D" to Report GRA18003: 2018 Tabled Grants