




CITY OF HAMILTON
CITY MANAGER'S OFFICE
Government Relations & Community Engagement Division

TO:	Chair and Members Grants Sub-Committee
COMMITTEE DATE:	May 16, 2023
SUBJECT/REPORT NO:	2023 City Enrichment Funding Recommendations (GRA23003) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Mimi John (905) 546-2424 Ext. 4254
SUBMITTED BY:	Morgan Stahl Director, Government Relations & Community Engagement
SIGNATURE:	

RECOMMENDATION

- (a) That, the 2023 City Enrichment Fund (CEF) recommended funding allocation, in the amount of \$6,609,219 (as outlined in the attached Appendix "A" to Report GRA23003), be approved;
- (b) That, Appendix "B" to GRA23003, Application Summary be received;
- (c) That, Appendix "C" to GRA23003, Payment Plan be approved; and
- (d) That, the following grants be approved, and funding be withheld, pending the submission of additional information, by July 20, 2023:
 - i. AGR-A15 Stoney Creek BIA
 - ii. AGR-A16 Wentworth District Women's Institute
 - iii. AGR-A17 Westdale Village BIA
 - iv. ART-B2 Festival of Friends
 - v. ART-A14 Hamilton Literary Festival Association
 - vi. ART-A33 Industry Performance Makers Arts Organization
 - vii. ART-D7 Deepti Gupta

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- viii. CCH-A5 Concession BIA
- ix. CCH-A21 Chorus Hamilton
- x. CCH-A23 Concession BIA
- xi. CCH-A24 Downtown Dundas BIA
- xii. CCH-A41 Rotary Club of Waterdown
- xiii. CCH-A42 Winona Peach Festival
- xiv. CCH-A43 Zula Music and Arts Collective Hamilton

(e) That, the Grants for the following organizations with outstanding arrears with the City Enrichment Fund, be approved and funding be withheld (if applicable) pending the full settlement of such arrears:

- i. ART-A2 Art Gallery of Hamilton
- ii. ART-A32 Immigrant Culture and Art Association (ICAA)
- iii. CCH-A11 India Canada Society
- iv. CCH-A26 Dundas Cactus Parade Inc.
- v. CCH-A32 Hamilton Folk Arts Heritage Council
- vi. CCH-A39 South Asian Heritage Association of Hamilton & Region
- vii. CCH-A47 Flamborough Santa Claus Parade
- viii. CCH-A49 Hamilton Waterfront Trust

(f) That, Appendix “D” to GRA23003, applicant demographics including equity, diversity and inclusion overview be received

EXECUTIVE SUMMARY

During the 2023 budget process, Council approved a budget for the City Enrichment Fund (CEF) of \$6,575,410. This amount includes an 8% enhancement of \$487,070 and the City Enrichment Fund (CEF) administration budget of \$50,000. In addition, \$75,000 was approved on a one-time basis, through the City Enrichment Fund (CEF) reserve, for the pilot of the new Digital Equity stream implementation for year one.

In 2023, requests from City Enrichment Fund (CEF) applicants totalled \$9,190,107. The total value of eligible funding requests based on 2023 applications come to \$8,800,092. Funding allocation is recommended at \$6,559,219 (inclusive of the Digital Equity stream). meaning 71% eligible applications are recommended for funding.

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

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As in past years, adjudication committees met to review and rate all applications with a grading system. The result of the reviews and resulting recommended allocations are outlined in Appendices “A” and “B” to Report GRA23003, as attached.

Alternatives for Consideration – See Page 9

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The 2023 approved budget for the City Enrichment Fund is \$6,575,410. In addition, \$75,000 has been approved to be funded from the City Enrichment Fund Reserve # 112230 for year one. All recommendations are within the approved 2023 budget.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

Each year, over 300 community organizations apply for funding offered through the City Enrichment Fund. The applications are reviewed and rated by program areas, 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 7 (seven) program areas: Agriculture; Arts; Communities, Culture & Heritage; Community Services; Environment, Sport & Active Lifestyles and Digital.

Over the course of the past 2 years, community needs, and the delivery of programs have shifted as a result of the pandemic.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS – N/A

RELEVANT CONSULTATION

Consultation within relevant divisions throughout the corporation that play a role in shaping the direction of the City Enrichment Fund (CEF), participating in, facilitating

adjudication and executing on direction from the Grants Sub-Committee have provided feedback including but not limited to the following:

Corporate Services – Finance & Administration
Digital, Innovation & Strategic Partnerships – Digital Innovation
Healthy & Safe Communities – Neighbourhood Action Strategy
Healthy & Safe Communities – Sports Policy and Allocations
Planning and Economic Development - Business Development
Planning and Economic Development – Creative Industries and Cultural Development
Public Works – Business Programs

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In 2023, there were 337 applications received for the following program areas: Arts (ART); Communities Culture & Heritage (CCH); Community Services (CS); Sport and Active Lifestyles (SAL); Agriculture (AGR) Environment (ENV) and Digital (DIG) that requested \$9,190,107 in funding. Of that amount, \$6,525,410 (71%) and a total of 313 applications) are being recommended for funding in accordance with report GRA23003.

Administration:

Staff continues to provide organizational development support and City Enrichment Fund (CEF) process workshops. As every year, workshops were provided to go through our application process. This year, with a new platform, applicants could also visit the video walk-through posted on the City Enrichment Fund webpage at their leisure. Workshop sessions were provided virtually to answer questions on Program Area Streams; Eligibility; Goals; Application Process and Budget. These changes continue to strengthen and empower community organizations in addition to providing further capacity building to our applicants.

With advertising and social media, there was a greater effort in 2022 to get the word out in order to reach more applicants, and to engage the community in workshops, in addition to one-to-one meetings. Staff maintained communication and connection with our community groups to ensure a smooth transition within the fund and no disruption to service.

Equity, Diversity and Inclusion

This year applicant equity, diversity and inclusion (EDI) data was captured in the application in-take process. This information was being requested for equity, diversity and inclusion (EDI) data collection purposes to determine populations served by investment dollars, however, this did not affect the weighing of an applicant's score. Results of this data are included in Appendix D to Report GRA23003.

Funding Rationale and Category Rating

After careful consideration and extensive adjudication review, the following funding rationale is being recommended for this year, in order to maximize and extend the dollars to reach more eligible groups. With this recommended funding rationale, 30% of new programs will be receiving funds with 100% of all eligible applicants who receive a passing score being recommended for funding.

2023 City Enrichment Fund (CEF) Recommended Funding Rationale:

Score of 80 and above: 75% of the applicant's request

Score of 60 – 79: 61% of the applicant's request

Below 60: No funding is recommended

In-line with other municipalities and large established funders, the City Enrichment Fund showcases the rating achieved using a letter grad (A, B, C) as a range denoting the strength of the application. As in previous years applicants are encouraged to meet with CEF program staff to understand where they may strengthen their application prior to grant submissions.

Category Rating Scale:

Category A: Funds Recommended for Scores of 80 – 100

Category B: Funds Recommended for Scores of 60 – 79

Category C: Score denotes a failing score or ineligible rating or incomplete application at this time

Highlights:

- All 313 applicants that received a passing score have been recommended for funding. On average, this is 15% - 20% more from previous years
- This is the first time in the fund's history that all eligible applicants have been recommended for funding
- Allocations are based on score and 2023 funding request for each individual application
- Shared collective objective for enrichment of the City as a whole
- As an annual grant program, scoring considers the request of current year funding and not prior year eligibility
- In accordance with CEF approved guidelines, funds are allotted based on the applicant request, proposed budget and availability of funds

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Reporting Requirements

As per City Enrichment Fund guidelines, the reporting requirements at the end of the cycle requires the applicants to demonstrate how the grant funds were spent on programming as described in the initial application. Recommendation 'd', as outlined in this report, indicates that funds are being withheld pending the submission of additional information, such as final reports or money owing. As the City Enrichment Fund operates on an annual granting cycle, funds not spent in 2022 in accordance with the initial application, are to be returned to the City per the approved guidelines and as specified in the funding agreement.

Program Areas

Agriculture:

The Agriculture Program received 17 applications for the 2023 funding intake, two more applications than what was received in 2022. Many of the agriculture related events & programming that was either paused or reduced in scope because of COVID, have planned for full programming & events. The program continues to focus its funding on supporting annual agriculture events, ongoing programming, and increasing education & awareness of the agricultural community in Hamilton.

The quality of applications improved once again this year, where it is anticipated to see these scores moving forward as the application system continues to be streamlined. Staff will continue to work directly with all applicants to assist them in strengthening their applications, as well as promoting the program to prospective applicants.

Arts:

The Arts program area received 75 applications in 2023, an 8% increase from 2022. Through the Creation & Presentation for Professional Artists stream, 30 applications were received in support of new projects. The Arts program continues to focus on both emerging and established organizations and professional artists providing funding through operational, festival, capacity development, and artist project grants. Many applicants have adjusted their operations to reflect the impacts of the pandemic while continuing to deliver programming and projects that build and strengthen the arts sector.

In 2022 staff held two online information sessions, with a total of 60 attendees and one community partner. The Arts program continues to adjudicate with an arms-length process across 5 unique teams, 11 external and 2 staff adjudicators. Staff is committed to working with the community to increase transparency and access to the program.

Communities, Culture & Heritage:

62 applications were received through the Communities, Culture & Heritage program area which continues to celebrate the diverse people and places that make up Hamilton. This program recommends funding to both new and established programming that engages the public and offers opportunities for Hamiltonians to be reflected in unique cultural and community programming.

In 2022 staff held one online information session, with a total of 16 attendees. New this year, staff invited 3 external adjudicators to join 9 staff adjudicators to assess the applications across 4 unique adjudication teams. Staff is committed to working with Hamilton's cultural community to strengthen future applications and increase transparency and access to the City Enrichment Fund.

Community Services:

Urgent and consistent demand for human services continues to create challenges to local services struggling to meet ever growing community need. The City Enrichment Fund supports programs that address priority issues in the community such as: food security, access to housing, sexual abuse/violence of children/adults, community programs for child and youth, helping seniors age in place, community capacity building, counselling, and programs that directly serve equity seeking groups.

In 2023, the Community Services program area received 116 applications including 23 requests to support new applicants/ new programming not previously funded by the City Enrichment Fund. This year City staff offered online and in-person Information Sessions to applicants in addition to providing one-on-one consultation to all applicants as requested during the application submission phase. Applicant resources (guidebook, PowerPoint presentations, and a new How to Complete the Application video) were revised this year based on past applicant feedback in order to work towards continuous improvement. During the adjudication process, community reviewers participated on teams with City of Hamilton staff creating hybrid review teams. In the post recommendation phase, staff will continue to provide support to both successful and unsuccessful applicants to assist them to strengthen their future submissions.

Applicants to the Community Services stream continue to provide programs vital to maintaining the strength of the local social safety net.

Environment:

16 applications for funding through the Environment Program area were received in 2022, which is slightly more than usually, indicating interest in the Environment Program

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is growing! All 16 applications received had a score of 60 or above and therefore were recommended by staff for funding.

The Environment Program applications received in 2023 were high quality. Out of the 16 applications received, 11 received a score of 80 or above. The number of overall applications to this program area continues to increase each year and demonstrates the continued need for funding within the local environmental sector. Staff continue to 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.

Sport & Active Lifestyles:

In 2023, the Sport and Active Lifestyle program for the City Enrichment Fund maintained the same number of applications as 2022. Many of our sport groups value the City Enrichment Fund and utilize the funding they receive to offer affordable programs to children and families within the City of Hamilton. The applicants within the Sport and Active Lifestyle program are keen for a smooth 2023 and another year of growth.

Digital:

The goal of the Digital Program is to support organizations, events and activities that support efforts to achieve digital equity, promote digital inclusion, and spur greater adoption of broadband among underserved populations.

The Digital Stream is a two-year pilot program with \$75,000 in funds allotted per year. In the inaugural year, the Digital Program received five applications. One application was withdrawn by the applicant because they did not have the capacity to continue through the process this go around. This applicant intends to apply in the next cycle.

The word that this new funding stream exists is becoming widely known. Through this process, we heard that there is an overwhelming need for digital related funding sources, especially due to the unexpected, immediate need for digital service solutions as a result of the COVID-19 pandemic. We are anticipating many more applications in year two as many potential applicants have voiced that they did not have the capacity to apply in year one.

ALTERNATIVES FOR CONSIDERATION

Alternative 1:

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Alternative for consideration, 2023 City Enrichment Fund (CEF) Rationale for Funding Allocation:

Score of 80 and above: 80% of the applicant's request

Score of 60 - 79: 60% of the applicant's request

Below 60: No funding is recommended

Approve funding based on score and availability of funds with applicants scoring 80 and above recommended to receive funds at 80% of the request; applicants scoring below 80 will receive 60% of the request. This alternative would have the benefit of paying out monies to organizations who scored the highest and based on merit. This alternative would fund 293 applicants.

The disadvantage of this alternative is that 20 applicants who were eligible for funding would not be funded with this model from the Arts, Community Services and Environment areas. This alternative reflects a funding shortfall based on this existing 2023 budget of \$263,151.

Alternative 2:

Alternative for consideration, 2023 City Enrichment Fund (CEF) Rationale for Funding Allocation:

Returning applicants:

Maintain the funding level for 2022 (prior year funding) for returning applicants that received a passing score:

New applicants:

Score of 80 and above: 80% of the applicant's request

Score of 60 – 79 : 60% of the applicant's request

Below 60: No funding is recommended

Alternative 2 demarcates applicants between returning versus new and uses a prior year's base as rationale for funding. Approved funding would prioritize and maintain base funding levels from 2022 City Enrichment Fund allocation. This alternative would provide returning applicants who received a passing score with the same funding levels as 2022. New applicants scoring 80 and above will be recommended to receive funds at 80% of request and new applicants scoring 60-79 will receive 60% of request. In this model 304 groups will be funded with 91 deemed 'new' applicants.

The disadvantage with this alternative is that returning groups remain at their base (this request could have changed since 2022) and prioritizes prior year funding levels over current requests, recently established organizations and new groups. 11 returning

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organizations would be receiving less that they received in previous years, due to receiving less or not receiving a passing score and 9 organizations that are eligible for funding will not be funded from community services, sports and environment streams due to funding running out in envelopes. Not all applicants would be funded in this model with a funding shortfall based on this existing 2023 budget of \$129,378.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and Participation

Hamilton has an open, transparent, and accessible approach to City government that engages with and empowers all citizens to be involved in their community

Economic Prosperity and Growth

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

Healthy and Safe Communities

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

Culture and Diversity

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

Our People and Performance

Hamiltonians have a high level of trust and confidence in their City government.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report GRA23003: Recommended CEF 2023 Grants

Appendix “B” to Report GRA23003: Application Summary

Appendix “C” to Report GRA23003: Payment Plan

Appendix “D” to Report GRA23003: EDI Overview