



## **GRANTS SUB-COMMITTEE REPORT 24-003**

9:30 a.m.

July 3, 2024

Council Chambers, City Hall, 2<sup>nd</sup> Floor  
71 Main Street West, Hamilton, Ontario

**Present:** Councillors N. Nann (Chair), C. Kroetsch (Vice-Chair)  
Councillors T. Jackson, and M. Wilson

**Absent:** Councillors M. Francis and M. Tadeson - Personal

### **THE GRANTS SUB-COMMITTEE PRESENTS REPORT 24-003 AND RESPECTFULLY RECOMMENDS:**

1. **City Enrichment Fund – Digital Pilot Program (GRA24003) (City Wide) (Item 5.1)**
  - (a) That the two-year Digital Pilot Program of the City Enrichment Fund, launched in 2022, with the objective to support organizations, events and activities that increase efforts to achieve digital equity, promote digital inclusion and spur greater adoption of broadband amongst underserved populations, be established within the City Enrichment Fund as a permanent component of the program;
  - (b) That funding for this initiative be referred to the 2025 budget cycle in the amount of \$100,000; and,
  - (c) That the item respecting the City Enrichment Fund - Digital Pilot Program be removed from the outstanding business list.
  
2. **City Enrichment Fund 2025 Program Updates and Improvements (GRA24004) (City Wide) (Item 7.1)**
  - (a) That a multi-year funding process, which focuses on returning programs, be established within the City Enrichment Fund as a 3-year pilot, with the ability to evaluate the success of this process thereafter;
  - (b) That the City Enrichment Fund adopt a sector based funding approach that supports funding models that are responsive to the unique needs of each program area, beginning with the 2025 funding cycle;

- (c) That the Director of Government Relations and Community Engagement (or their delegate or as may be appointed by the City Manager to administer the City Enrichment Fund) be delegated the authority to create and amend all City Enrichment Fund forms, guidelines and policies program areas, including but not limited to, development and amendment of application forms, declarations, reporting requirements, auditing practices, determining eligibility criteria and funding streams, and shall report changes annually to the Grants Sub-Committee;
- (d) That the Director be delegated the authority to execute any and all agreements, including any amendments and/or ancillary documents on behalf of the City in relation to the approved grants under the City Enrichment Fund, provided the documents comply with: all City policies and procedures, approved budgets and is a form satisfactory to the City Solicitor, and;
- (e) That Item (c) on the Grants Sub-Committee Outstanding Business List respecting” That staff be directed to review the (CEF) fund’s current overall funding guidelines, program stream guidelines, related funding caps and report back to the Grants Sub-Committee with recommendations to ensure the fund is evolving with the needs of community” in advance of the 2025 intake” be identified as completed and removed from the outstanding business list.

**3. City Enrichment Fund – Appeals Process (GRA24002(a)) (City Wide) (Item 7.2)**

- (a) That, the 2024 City Enrichment Fund Bridge Funding Process (as outlined in the attached Appendix “A” to Grants Sub-Committee Report 24-003), be approved;
- (b) That, the 2024 City Enrichment Fund Appeals Process (as outlined in the attached Appendix “B” to Grants Sub-Committee Report 24-003), be approved, and that staff be directed to report back on the permanency of an appeals process to the Grants Sub-Committee in advance of the 2025 recommendations;
- (c) That the Director of Government Relations and Community Engagement ((or their delegate or as appointed by the City Manager) (the “Director”) be delegated the authority to approve and execute any and all agreements, amendments and/or ancillary documents on behalf of the City in relation to the one-time 2024 Bridge funding process outlined in Appendix “A” attached to Grants Sub-Committee Report 24-003, and one-time 2024 Appeal funding process outlined in Appendix “B” attached to Grants Sub-Committee Report 24-003, provided the documents comply with: all City policies and procedures, and is in a form satisfactory to the City Solicitor;

- (d) That, the City Enrichment Fund Bridge Funding Process be funded one-time from the City Enrichment Fund Reserve #112230, and where additional funds are required from first from the Tax Stabilization Reserve 110046, up to a total combined maximum of \$418,016, be approved; and,
- (e) That, the City Enrichment Fund Appeals Process be funded one-time from the Tax Stabilization Reserve (110046), up to a total maximum of \$50,000, be approved.

**FOR INFORMATION:**

**(a) APPROVAL OF AGENDA (Item 1)**

The Committee Clerk advised of the following change to the agenda:

**4. COMMUNICATIONS**

- 4.1 Correspondence from Josefa Radman, respecting the City Enrichment Fund

Recommendation: Be received.

The agenda for the July 3, 2024 Grants Sub-Committee meeting, was approved, as amended.

**(b) DECLARATIONS OF INTEREST (Item 2)**

There were no declarations of interest.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETINGS (Item 3)**

**(i) May 13, 2024 (Item 3.1)**

The Minutes of the May 13, 2023 Grants Sub-Committee meeting, were approved, as presented.

**(d) COMMUNICATIONS (Item 4)**

**(i) Correspondence from Josefa Radman, respecting the City Enrichment Fund (Added Item 4.1)**

The correspondence from Josefa Radman, respecting the City Enrichment Fund, was received.

**(e) STAFF PRESENTATIONS (Item 5)**

**(i) City Enrichment Fund – Digital Pilot Program (GRA24003) (City Wide)  
(Item 5.1)**

Jessica Chase, Acting Director of Communications, Strategic Initiatives, Government Relations and Community Engagement; provided an overview and introduced Jasleen Aurora, Senior Project Manager, Digital Innovation and Strategic Partnerships; who provided the presentation to Committee respecting Report GRA24002, the 2024 City Enrichment Funding Recommendations.

The staff presentation respecting Report GRA24003, City Enrichment Fund – Digital Pilot Program, was received.

For disposition of this matter, refer to Item 1.

**(f) ADJOURNMENT (Item 11)**

There being no further business, the Grants Sub-Committee adjourned at 10:10 a.m.

Respectfully submitted,

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Councillor Nrinder Nann  
Chair, Grants Sub-Committee

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Angela McRae  
Legislative Coordinator  
Office of the City Clerk