



City of Hamilton Report for Consideration

To: Chair and Members
Grants Sub-Committee

Date: September 3, 2025

Report No: **GRA25005**

Subject/Title: 2025 City Enrichment Fund Updates

Ward(s) Affected: City Wide

Recommendations

- 1) That the 2025 City Enrichment Fund (CEF) recommendations approved in Report GRA25003 be updated with the amendments outlined in the attached Appendix "A" to Report GRA25005 **BE APPROVED**, and that the total amount of \$5,702 be funded from the \$50,000 previously approved from the CEF Reserve #112230 for use by the Appeals process in 2025, and that the amount be funded from the CEF budget for the remainder of the Multi-Year Funding period.
- 2) That the information regarding the remaining two 2025 grants **BE RECEIVED**:
 - i. ART - B2 Festival of Friends
 - ii. SAL – A2 Binbrook Minor Baseball Association

Key Facts

- The purpose of Report GRA25005 is to provide the Grants Sub-Committee with updates to the 2025 approved recommendations, including a detailed record of the two remaining grants, as of August 1, 2025, that are held pending the submission of additional information.
- Updates to the 2025 recommendations include the Dundas Museum and Archives application, CCH-A20 to correctly reflect multi-year funding (MYF) status.
- Updates to the 2025 recommendations include the Flamborough Connects recommendations to be correctly adjusted by \$5,702 overall.

- As per CEF policies, grantees (successful applicants) must meet all requirements before any approved funding can be released. Those not in compliance receive a “hold” as part of their future funding approvals.
- All held 2025 grantees were presented to the Grants Sub-Committee on May 14, 2025, and approved through Report GRA25003. Grantees that are not in compliance by November 1, 2025, forfeit the approved grants for their programs and/or projects in 2025.

Financial Considerations

This report does not include a financial request. This report recommends the reallocation of \$5,702 from the Appeals Process to correct CEF 2025 recommendation values.

Background

Since 2015, the CEF program has enhanced Hamilton communities through annual investments in local charities, not-for-profit, and grassroot organizations that deliver a wide range of programs and services to citizens across the city. Grants are awarded across the following seven program areas:

- Agriculture (AGR)
- Arts (ART)
- Communities, Culture & Heritage (CCH)
- Community Services (CS)
- Digital (DIG)
- Environment (ENV)
- Sport & Active Lifestyles (SAL)

Each year, staff provide the Grants Sub-Committee with funding recommendations in support of successful applicant programs. Grantees with arrears, outstanding final reports or required material, such as audited financial statements, are held pending compliance. In 2025, 435 grants were approved, with 19 grants held pending the successful submission of additional information and final reports. CEF Funding Agreements are not issued until after a hold has been satisfied.

CEF Funding Agreements must be signed and submitted before funding is released. The deadline for these agreements to be signed and submitted each year is November 1, 2025.

Analysis

Following the 2025 funding recommendations, CEF staff identified corrections needed to reflect the approved status and correct funding levels. Additional measures and updates to the recommendation phase process are being managed to ensure greater accuracy and oversight moving forward.

On May 14, 2025, 19 grants were approved subject to holds due to pending final reports and additional information. Staff have supported all grantees in submitting reports and achieving compliance. As of August 1, 2025, 2 grants remain on the hold list.

Corrections

This report brings forward corrections to three recommendations from the approved 2025 CEF Grant Recommendations. These corrections are proactive responses to errors that would negatively impact grant recipients and proposes solutions to ensure an equal application of the funding policies and recommendations. These updates are detailed in Appendix "A" to GRA25004 and provided briefly below:

- Dundas Museum and Archives, CCH-A20: Corrected to indicate Multi-Year Funding status.
- Flamborough Connects Senior Services program: Corrected to accurately reflect the 2026 funding level at \$3,690.
- The Flamborough Connects Community Outreach Services program: Corrected to accurately reflect the 2026 funding level at \$41,590.

Held Grants

Following the submission of Report GRA25003 on May 14, 2025, to the Grants Sub-Committee, all but two grantees have successfully met outstanding requirements. All remaining grantees with holds have received multiple instances of proactive outreach from their respective Program Managers and the CEF administrative team.

The following table outlines the two remaining held 2025 grantees with a total value of \$92,800:

Grant Reference Number	Organization	Program	Hold Details	Value of Approved Grant
ART - B2	Festival of Friends	Festival of Friends	Missing Audited Financial Statements	\$90,000
SAL- A2	Binbrook Bisons Minor Baseball Association	Binbrook Minor Baseball Association Rally Cap Program	Outstanding Final Report	\$2,800

Staff are continuing to support to resolve these holds prior to the CEF Funding Agreement November 1, 2025, deadline.

Grantees that do not successfully resolve holds will forfeit the approved funding amounts. All returned and uncollected grant totals are presented to Council and are recommended to be returned to the CEF Reserve account in Q1 each year.

Alternatives

An alternative recommendation is to fund the \$5,702 balance one-time from the Tax Stabilization Reserve #110046 instead of funds allocated for the Appeals Process.

Relationship to Council Strategic Priorities

Report GRA25005 aligns with Priority 3 of City Council's strategic priorities.

Priority 3: Responsiveness & Transparency

1. Prioritize customer service and proactive communication

CEF staff are committed to providing excellent customer service to all potential and existing applicants and partners. Staff are proactively sharing the status of all outstanding holds for transparency to the affected organizations, Council and the public.

Previous Reports Submitted

2025 City Enrichment Fund Recommendations REVISED (GRA25003) (City Wide)

<https://pub-hamilton.escribemeetings.com/Meeting.aspx?Id=50112e19-d05d-438f-8a8e-f220c7cc19f5&Agenda=Merged&lang=English&Item=18&Tab=attachments>

Consultation

Several divisions across the corporation play a key role in shaping and executing the direction of CEF.

- Monique Garwood, Business Administrator, Corporate Services Department

CEF Program Managers

- AGRICULTURE: Tyson McMann, Business Development Consultant, Planning and Economic Development Department
- ARTS AND COMMUNITIES, CULTURE & HERITAGE: Kristina Durka, Policy Analyst, Planning and Economic Development Department
- COMMUNITY SERVICES: Carmen Bian, Senior Policy Analyst Policy & Programs, Healthy and Safe Communities Department
- DIGITAL: Fernando Duque de Estrada, Senior Project Manager Digital Innovation, City Manager's Office
- ENVIRONMENT: Morgan Evans, Clean and Green Coordinator, Public Works Department
- SPORT & ACTIVE LIFESTYLES: Mike Savoy, Sports Specialist, Healthy and Safe Communities

Appendices and Schedules Attached

Appendix A: 2025 City Enrichment Fund Recommendations Updates

Prepared by: Andrea Carvalho, Advisor, City Enrichment Fund
City Manager's Office, Communications and Engagement

Rebecca Frerotte, Grants Coordinator, City Manager's Office,
Communications and Engagement

Submitted and recommended by: Heather Anderson, Director, Communications and Engagement
City Manager's Office