

Special Purpose Committee – 2019 Community Grants

August 7, 2019 at 4:00 p.m.

Meeting Notes

Members Present: Councillor T. Oke, Councillor B. Willard

Member Absent: Councillor D. Faubert

Staff Present: D. Best, Chief Administrative Officer, R. Msuya-Collison, Director/Clerk

The meeting started at 4:35 p.m.

There was no declaration of pecuniary interest.

The Committee reviewed the draft agreement forwarded for discussion purposes from the Grand Bend Community Foundation. The Committee also reviewed the current Community Grant Policy that was adopted by Council on June 15, 2015.

The Committee discussed in detail the framework for the program including proposed categories for funding, the transition year in 2020 and South Huron's proposed commitment during the current term of Council, taking into account Council approval for each budget year.

D. Best entered the meeting at 5:04 p.m.

The Committee discussed preparing a framework for Council review at the August 12, 2019 Regular meeting and if approved, preparation of an agreement for review by a lawyer.

Meeting adjourned at 5:58 pm.

Proposed Framework – South Huron Community Fund:

The amount of funding awarded will be subject to availability within the Municipality's approved annual budget and the revenue from annual investment returns of the South Huron Community Fund. The agreement with the Grand Bend Community Foundation to oversee the South Huron Community Fund will expire at the end of the current Council term.

The Committee discussed that multi-year projects and requests of over an amount decided by Council will be brought forward to the Municipality directly and not part of the Community Grant Process.

The purpose of the South Huron Community Fund is to provide financial assistance to non-profit, community-based organizations that provide direct programs, services, or activities that enhance the quality of life for South Huron residents. These funding streams are further defined as projects/events, activities, or programs that support/sustain, promote, inform/educate, celebrate, preserve and/or provide access to and benefit local communities in one of the following categories:

- Children
- Youth
- Seniors
- Community Investment - grants to help achieve social, economic and cultural goals for residents.

The Committee is proposing up to 25% per year will be allocated to each of the above categories for projects located within the geographic boundary of South Huron. The intent is to invest local resources in local initiatives and build residents' organizational capacity, not to supplement campaigns developed and delivered into the region through international, national, or provincial organizations.

Grant-making Process

1. The Municipality will promote the community project grants program in South Huron. The Foundation will also promote it through Facebook and on the website.
2. Applicants will be directed to complete an online application at grandbendcommunityfoundation.ca. Potential applicants should be encouraged to contact the Executive Director before starting an application.
3. A South Huron grants committee will be recruited, consisting of community leaders from each ward, a recording secretary, the Foundation's Executive Director or her designate, and a Foundation board member.
4. Applications will be due September 30 (to align with GBCF application deadline).
5. The SH grants committee will meet in October to review applications.

6. Projects carried out on municipal property are to be carried out in partnership with the municipal department involved. All such applications must be reviewed by the municipal contact prior to grant decision making.
7. In making its decisions, the committee will:
 - a. Use existing GBCF eligibility requirements and [grant guidelines](#)
 - b. Give consideration to dividing grant money equally among four priorities: children, youth and seniors; community investment (recognizing that there may be significant overlap.)
 - c. Refer requests for multi-year funding to Council
8. The decisions of the committee will be submitted to the Foundation for approval at the November board meeting.
9. Each grantee will be asked to sign an agreement which will include reporting and acknowledgement requirements.
10. Grant cheques will be issued by the Foundation in late November.

**The Committee acknowledges that the timelines included in the grant-making process may need to be moved to accommodate annual budget timelines.

Funding

The endowed South Huron Community Fund currently stands at approximately \$15,000. This will provide approximately \$525 (3.5% of the fund) in grant money annually, assuming average investment returns. A fund of \$150,000 will generate approximately \$5350 per year in grant funding forever without additional investment. If no qualifying applicants, funds to be retained in legacy fund.

The Committee proposes the following budget schedule for Council consideration:

2020 – Total of \$50,000 investment - \$40,000 to legacy fund and \$10,000 flow through for in year grants

2021 – Total of \$50,000 investment to legacy fund – Interest investments for approved grants

2022 – Total of \$50,000 investment to legacy fund – Interest investments for approved grants

Reporting

Grand Bend Community Foundation will provide a full financial accounting to the Municipality on an annual basis.

Organizations that receive grants must acknowledge the support of the Municipality of South Huron in all advertising, publicity, signage, plaques, etc., related to the project. Branding, signage, and logo usage pertaining to the Corporation of the Municipality of South Huron must be approved by the municipality prior to use or inclusion in any marketing/communications material.