

Solution Title: Municipal Grants		
P & P Committee:	November 20, 2017	\$400-04
Council Approved:	December 4, 2017 - Repealed & Replaced	

HOW MIGHT WE:

How Might the Town of Pelham enable and support significant events and services provided for by local not-for-profit organizations that foster self-fulfillment of individuals, and enhance the quality of life within the Town of Pelham?

KEY FACTS:

- Application Based Process will be received from September 1st to September 30th annually for eligible organizations to apply.
- Council Requests are considered on a first come first serve basis commencing at the annual public budget meeting.
- Not-for-Profit organizations that implement significant events within the Town of Pelham are eligible to apply for grant funding of in-kind contributions.
- In-kind contributions include the waiving of fees for use of Town facilities for the purposes of developing and organizing the significant event.
- In-Kind contributions also include labour assistance requests.
- Not-for-Profit organizations must be located within the Town of Pelham to be eligible for an in-kind grant award.
- Applicants must demonstrate how the project will benefit local residents within the community and have measurable outcomes.
- Grant Funding will not be awarded if significant benefit to Pelham Residents is not demonstrated or for ongoing operational expenses or for facility use that is not directly related to the development and organization of significant event.
- In addition to in-kind contributions, Council may, at its discretion, approve grants to support community not-for-profit organizations, groups or events that will be of a direct benefit to the residents of the Town of Pelham.
- Council will have full discretion of the funding amount.
- The Town of Pelham Council encourages and supports significant community events through a hybrid funding application process.

The Town of Pelham provides two categories of grant awards:

Application Based Process (up to \$20,000 maximum for the calendar year)

- Applications will be received from September 1st to September 30th annually for eligible organization to apply.
- Applicants are eligible to receive up to \$4,000 of non-cash, in-kind funding to support such organizations, groups or events that will be of a direct or indirect benefit to the residents of the Town of Pelham.

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- The grant provides relief to organizations of Town established user fees.
- The in-kind funding can be granted to the following areas:
 - Facility waived fees (such as rental, sign, or Socan fees).
 - In-kind labour assistance at signature events within the Town.
- Provision of in-kind labour assistance will consider conflicts with Town-delivered events and impact on the individual department.
- The \$4,000 maximum per applicant will pertain to the application for facility waived fees and in-kind labour combined.

Council Requests (up to \$40,000 maximum for the calendar year)

- Requests are considered on a first come first serve basis commencing the annual fall Public Budget meeting.
- Delegations/requests can be submitted to Council throughout the calendar year even after the application-based deadline has passed.
- Requests under this category may be for cash or in-kind contributions.
- Council requests for in-kind contributions must be received a minimum of 60 days before the event and be presented along with a staff report regarding availability of resources and impact on each individual department.
- There is a maximum of \$40,000 annual allowance for Council to approve at their discretion, including any amounts previously committed under multi-year agreements.
- Council will have full discretion of the approved funding amount, within the goals listed under Key Facts.
- Council will be advised if any other funding has been provided to the not-for-profit organization through another funding mechanism offered by the Town.
- Once the annual funding amount is fully utilized, Council will not accommodate any further requests.

SOLUTION STATEMENT:

The Council, in the course of annual budget deliberations and subject to budget constraints, may approve discretionary grants to support not-for-profit organizations and significant events that will be of a direct or indirect benefit to the residents of the Town of Pelham. Consideration of requests for municipal grants shall be in accordance with this policy.

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The Application Based process will be open from September 1st to September 30st annually for eligible organizations to apply. Anytime following this period Council Requests can be received throughout the year.

Organizations requesting grant funding outside of this policy must make a special presentation to Council at the annual Public Budget Meeting. Council will consider their request as part of the annual budget process.

All applications will be evaluated based on the criteria within the Key Facts.

The Director of Recreation, Culture and Wellness will administer the application-based process for facility waived fees and in-kind labour assistance, in consultation with the individual departments affected by the funding requests to ensure they can be accommodated.