



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

## Information Item No. 1

Grants Committee  
July 21, 2014

**TO:** Chair and Members of Grants Committee

**SUBMITTED BY:** Original signed  
Greg Keefe, Director of Finance & Information Technology/CFO

**DATE:** July 2, 2014

**SUBJECT:** Community Grants Program: Delinquent Reporting Update 2014

### INFORMATION REPORT

#### **ORIGIN**

October 3, 2011 – Information Report submitted to the HRM Grants Committee on the status of delinquent reports or reimbursement of a grant issued under the Community Grants Program. The status is to be updated annually.

#### **LEGISLATIVE AUTHORITY**

HRM Charter (2008), Section 79 (1) (av)

#### **BACKGROUND**

Non-compliance reporting includes the following:

- The addition of grant recipients with overdue progress or final reports and grant recipients liable for the repayment of an ineligible expenditure or any unspent balance of a municipal grant;
- The removal of organizations from the delinquent listing who have submitted a complete final report or repayment;
- Identification of accounts deemed uncollectable due to dissolution of the recipient organization.

Reports, repayment, or reimbursements received after the July 21, 2014, Grants Committee meeting will be updated in next year's status report (2015).

## **DISCUSSION**

It is standard practice that grant recipients are responsible to submit a final report on or before March 31st of the year the award was issued. Reporting allows the funding agency to evaluate the activities funded and account for the expenditure of public funds in accordance with the terms and or conditions of an award. Failure to report, or funds not used for the specified purpose, can lead to sanctions including suspended eligibility or a refund of the grant in whole or in part.

At the November 4, 2013 Grants Committee meeting the *Proposed Default Prevention and Management Practice*; recommendations report was discussed and the following was approved:

It is recommended that the HRM Grants Committee forward the following recommendations with respect to default prevention and management for programs administered under the committee's terms of reference to the Audit & Finance Standing Committee:

1. All applicants to program's administered under the auspices of the HRM Grants Committee shall be screened for debt to the Municipality;
2. Any extension granted to an award recipient shall be limited to one (1) year;
3. All recipients of a cash grant, tax exemption, community property sale or lease shall be notified in writing of their obligations and the applicable sanctions for non-compliance.

November 20, 2013, Audit and Finance Committee approved the default prevention and management practice for programs administered under the Grants Committee.

As a result of approval of the recommendations the proposed practices will be applied to the Community Grants Program on a go-forward basis. All organizations that are delinquent in submitting a final report beyond a year since the award will be requested to return the funds to avoid potential sanctions for non-compliance.

Note: Although the delinquent reporting and/or refunds identified in this report represent only a fraction of all grants issued since 2006, accounting for default is an established risk management practice and informs policy development.

## **FINANCIAL IMPLICATIONS**

None.

## **COMMUNITY ENGAGEMENT**

Not applicable.

## **ATTACHMENTS**

1. Table 1. Addition of Organizations to Delinquent List, as of July 2, 2014.  
Table 2. Reinstatement of Eligibility in 2013: Reporting/Repayment Received.  
Table 3. Updated Cumulative List of Organizations Deemed Ineligible.

A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/index.php> then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Peter Greechan, Community Developer Grants & Contributions, 490-7310

Original signed

Report Approved by: \_\_\_\_\_  
Crystal Nowlan, Senior Financial Consultant **for** Bruce Fisher, Manager of Financial Policy  
& Planning, 490-4493

---

Attachment 1

<b>Table 1. Addition of Organizations to Delinquent List, as of July 2, 2014</b>		
<b>Organization</b>	<b>Grant</b>	<b>Year Issued</b>
Maritime Muslim Academy	\$10,000	2009
Windsor Junction Community Centre Society	\$10,000	2012
Nova Scotia Youth Orchestra	\$12,550	2013
Phin Performing Arts Society	\$2,000	2013
S.S Atlantic Heritage Park Society	\$1,377	2013
<b>(5)</b>	<b>\$35,927</b>	

<b>Table 2. Reinstatement of Eligibility in 2013. Reporting/Repayment Received.</b>		
<b>Organization</b>	<b>Grant</b>	<b>Year Issued</b>
Halifax Peninsula Housing Cooperative	\$4,000	2008
Halifax Camerata Singers	\$5,000	2010
Bosom Buddies of Nova Scotia	\$1,849	2011
Kabuki Housing Cooperative	\$8,440	2011
Mic Mac Amateur Aquatic Club	\$4,500	2011
Affirmative Industries	\$17,135	2012
Habitat for Humanity	\$10,000	2012
St. Margaret's Bay Stewardship Association	\$4,000	2012
<b>(8)</b>	<b>\$54,924</b>	

<b>Table 3. Updated Cumulative List of Organizations Deemed Ineligible as of July 21, 2014</b>		
<b>Organization</b>	<b>Grant</b>	<b>Year Issued</b>
Halifax West Community Theatre Association	\$5,000	2006
Beechville Baptist Church	\$500	2007
All Women's Empowerment & Development Association - (partial report submitted)	\$5,000	2008
ABC Housing Cooperative	\$2,000	2009
Dunbrack Housing Cooperative	\$4,000	2009
Maritime Muslim Academy	\$10,000	2009
Riverlake Rugby Club - (partial report submitted)	\$1,500	2009
Stepping Stone	\$4,000	2009
Aeolian Singers	\$2,500	2010
Eastern Front Theatre	\$5,000	2011
Plutonium Playhouse	\$5,000	2011
DaPoPo Theatre Society	\$2,000	2012
Eastern Shore Forest Watch (partial report submitted)	\$1,744	2012
Windsor Junction Community Centre Society	\$10,000	2012
Nova Scotia Youth Orchestra	\$12,550	2013
Phin Performing Arts Society	\$2,000	2013
S.S Atlantic Heritage Park Society	\$1,377	2013
<b>(17)</b>	<b>\$74,171*</b>	

\* Represents approx. 1% of all awards granted since 2006.