

**HRM Grants Committee
May 5, 2014**

TO: Chair and Members of HRM Grants Committee

SUBMITTED BY: Original signed

Greg Keefe, Director of Finance & ICT/CFO

DATE: April 22, 2014

SUBJECT: Community Grants Program 2014: Ineligible Applications

INFORMATION REPORT

ORIGIN

March 31, 2014 – Application deadline for submissions to the 2014 *Community Grants Program*. Council requested that ineligible applicants be notified promptly so as to allow the organization to seek alternate funding sources.

LEGISLATIVE AUTHORITY

HRM Charter (2008) s.79 respecting grants and contributions.

BACKGROUND

The HRM *Community Grants Program* awards annual project-specific cash grants to eligible registered non-profit organizations located within the geographic boundary of HRM. Each year the program receives submissions that are ineligible for various reasons including but not limited to: not registered 12 months prior to the application deadline, late, type of project or expense not funded by the program, incomplete application, debt to HRM or no reporting for a prior year's grant. A copy of the program's guidebook is posted on-line at:
[www. Halifax.ca/boardscom/ApplicantInformation.html](http://www.Halifax.ca/boardscom/ApplicantInformation.html).

DISCUSSION

During the initial intake screening twenty-three (23) applications totalling \$233,815.95 have been deemed ineligible for further consideration under the Community Grants Program 2014-15. Once the Grants Committee has been advised through an Information Report ineligible applicants are notified in writing so that they can pursue other funding opportunities or submit an appeal. Appeals are only considered on the basis of new information unavailable to the applicant or reviewer at the time of application or an error in fact or procedure during the review process (Guidebook, p.36). Late applications received after March 31, 2014, or not post-marked March 31st are considered ineligible.

Applicants Deemed Ineligible 2014-2015

ENVIRONMENT

1.East Preston Day Care – East Preston – Capital Grant/Parking Lot

A grant of \$20,000 requested. The application is incomplete: no financial statement included and no quotes for beautification, only quotes for asphalt paving of the parking lot. Re-surfacing a private parking is not a *Community Grants Program* funding priority. Refer to staff for assistance with future grant applications.

2.Hope for Wildlife Society – Seaforth – Capital Grant/Energy Efficiency

A capital grant of \$25,000 requested for installation of geothermal system in animal care and staff quarters. Private property is ineligible for funding.

3.Sierra Club of Canada Foundation – Halifax – Operational Grant

A grant of \$5,000 requested to pay staff stipend (sole sourced) to oversee planting of trees in Dartmouth Common. The *Community Grants Program* does not pay salaries, wages, honoraria or stipends or improvements to government-owned property. Refer to HRM Parks & Open Spaces.

4.St. Paul’s Family Resources Institute – Halifax- Capital Grant/Garden

A capital grant of \$2,000 requested towards the purchase of building materials to construct a new shed for their community garden. The applicant is not the property owner and the allocation of private lots exceeds the eligibility criteria (30%) set out in the Community Grants Program Interpretation Bulletin #3: Community Gardens. Refer to Grants Program staff for assistance with future applications.

5.Tantallon Village Farmers’ Market¹ – Upper Tantallon – Business Marketing

The newly incorporated Farmers’ Market intends to collaborate with the Hammonds Plains Farmers’ Market (incorporated March 7, 2014) to produce promotional rack cards to market their respective weekly markets. Full funding in the amount of \$1,600 requested for design, printing,

¹ Applicant submitted under the program’s Diversity sector: the relationship unclear therefore moved to Environment sector.

postage, and web page. Financial information is incomplete and the marketing of entrepreneurial enterprise (food sales) would not be a funding priority for the *Community Grants Program*.

RECREATION & LEISURE

6.Chezzetcook Recreation Society - Head Chezzetcook – Capital Grant/Repairs and Parking Lot

A capital grant of \$25,000 requested towards multiple projects: (1) repairs to windows and doors, (2) ballfield, and (3) to apply gravel to the facility's parking lot. The application was incomplete: no quotes, no confirmation of non-profit/charitable status, project budget incomplete and no financial statement(s). Re-surfacing a parking lot is not a *Community Grants Program* funding priority. Refer to staff for assistance with future applications.

7.Dartmouth Learning Network – Dartmouth- Educational Material

A grant of \$3,000 requested towards the production of 30 *Fit Kits*; health and fitness educational literature to be distributed in various locations. The application did not contain any quotes. The program application form clearly states: "Submissions without quotes are incomplete and ineligible for funding".

8.Driftclimbers Snowmobile Club – Wellington – Capital Grant/Trail

A capital grant of \$5,000 requested towards repairs (culverts, road grading and deck) to the *Chesapeake Road to Beaverbank #35* trail used by the Club during the winter months. The applicant does not own the property and is therefore ineligible.

9.Eastern Shore Golddiggers Girls Softball Association - Lake Echo – Capital Grant/Sport Facility

A capital grant of \$25,000 requested towards the cost of various repairs to the baseball field used by the Club (poles, netting, fencing, drainage, grading, and soil). The applicant is not the property owner. *Community Grants Program* does not fund leasehold improvements (Guidebook, page 14).

10.Fairview Family Resource Centre - Fairview – Capital Grant/Facility Development

A capital grant of \$25,000 requested towards the purchase of a new property for expansion of the Centre. The application contained no quotes. Program application form clearly states: "Submissions without quotes are incomplete and ineligible for funding". The *Community Grants Program* does not fund fundraising and child care is not a funding sector.

11.Free the Children - Halifax - Event

An application for a project grant of \$1,900 requested for police services for a *Halifax Running for Water* race. The application was late and the *Community Grants Program* does not fund events. Refer to *Community Festivals & Events Grants Program*.

12.Halifax Regional CAP Association - Halifax - Equipment

A project grant of \$2,000 requested to fully fund the purchase of Lego Mindstorms EV3 Robots to be used for Lego Robotics Workshops for youth. The *Community Grants Program* does not fund workshops of this nature (Guidebook p.23) and Interpretation Bulletin #4 Educational and Instructional Workshops.

13.Homebridge Youth Society - Dartmouth – Educational Material

A project grant of \$5,000 requested towards the costs associated with *Learning Important Future Skills Program*. The application was incomplete: did not contain any quotes. Program application form clearly states: “Submissions without quotes are incomplete and ineligible for funding”. Refer to Grants Program staff for assistance with future applications.

14.Lakeshore Curling Club - Lower Sackville – Capital Grant/HRM Facility

A capital grant of \$20,000 requested towards the cost of multiple upgrades (overhead cameras, bleachers, chairs, public address system) to the Sackville Sports Stadium. The applicant is not the property owner (Guidebook, page 14). Refer to Regional Recreation staff.

15.Musquodoboit Harbour & Area District Lions Club - Musquodoboit Harbour – Capital Grant/Assorted Upgrades

A capital grant of \$3,000 requested towards a new door, well light and water pump. The application did not contain any quotes. Program application form clearly states: “Submissions without quotes are incomplete and ineligible for funding”. Refer to Grants Program staff for assistance with future applications.

16.Nova Scotia Masters Speed Skating Club – Halifax – Event Equipment

A project grant of \$5,000 requested to fund a chip timing system for the *Skate the Common Marathon Series* on the Emera Oval. The applicant incorporated on May 6, 2013, and does not meet registration eligibility criteria (Guidebook, page 2). Refer to Community Recreation.

17.ReachAbility Association – Halifax – Capital Grant/Garden

A project grant of \$3,850 requested towards the creation of a leisure garden. The applicant is not the property owner and therefore ineligible. The Community Grants Interpretation Bulletin #3: Community Gardens will be provided to the applicant. Refer to Grants Program staff for assistance with future applications.

18.Royal Canadian Legion Valley Branch 147 - Upper Musquodoboit – Capital Grant/Parking Lot

A capital grant in the amount of \$12,465.95 to fully fund floor repairs and gravel and drainage work on the facility’s parking lot. The application was incomplete; did not contain any financial statements. Private parking lots are not a funding priority of the *Community Grants Program*. Refer to staff for assistance with future applications.

19.St. James Anglican Church - Head of Jeddore – Capital Grant/Accessibility

A capital grant of \$5,000 requested to fully fund an accessibility ramp for the church. The *Community Grants Program* does not fund religious or congregational activities. Refer to provincial *AccessAbility Program*.

NEIGHBOURHOOD SAFETY

20.Community Justice Society – Halifax – Project Grant/Workshop

A grant of \$4,000 requested for Youth Summit event. The *Community Grants Program* does not fund events or educational or instructional workshops for individual skills or knowledge development as stated in the program Guidebook (p.23) and Interpretation Bulletin #4 Educational and Instructional Workshops both of which are posted on-line. Application incomplete – no quotes.

COMMUNITY DIVERSITY

21.Music Liberatory – Halifax – Capital Grant/Equipment

A grant of \$5,000 requested to fully fund the purchase of musical instruments. The applicant has not been registered 12 months as of deadline for submissions (Guidelines, p. 2). The applicant requested that the Grants Committee confirm their ineligibility. The staff recommendation was upheld at the committee's meeting of April 14, 2014.

COMMUNITY HISTORY

22.MacDonald House Association – Lawrencetown – Capital Grant/Building Repairs

A capital grant of \$25,000 requested for property repairs. The applicant is not the owner of the property (Guidebook, p.26).

ARTS & CRAFTS

23.Unicorn Theatre Society – St. Margaret's Bay – Capital Grant/Equipment

A grant of \$5,000 requested for the purchase of equipment. The applicant's non-profit registration is in default as of May 4, 2012, and therefore does not meet the program's registration eligibility requirements (Guidelines, p.2).

FINANCIAL IMPLICATIONS

There are no financial implications identified as a result of this report.

COMMUNITY ENGAGEMENT

Not applicable.

ATTACHMENTS

None.

A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/index.html> 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.

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