



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5, Canada

**Item No. 1**  
**Halifax Regional Council**  
**May 18, 2010**

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:** Krista Inguell  
for Councillor Russell Walker, Chair, HRM Grants Committee

**DATE:** May 5, 2010

**SUBJECT:** HRM Community Grants Program 2010-2011: Ineligible Applications

### INFORMATION REPORT

#### ORIGIN

The HRM Grants Committee meeting of May 3, 2010.

#### BACKGROUND

At the Grant Committee meeting of May 3, 2010, the Committee reviewed the list of ineligible applications under the guidelines of the *Community Grants Program*. Based on that review the groups, as outlined in the attached staff information report dated April 20, 2010, have been deemed ineligible for the 2010-2011 *Community Grants Program*.

## DISCUSSION

During the HRM Grants Committee meeting of May 3, 2010, staff advised that, in addition to the ineligible applications as outlined in the staff information report dated April 20, 2010, Dance NS/Kinetic Dance Studio has also been deemed ineligible and will be added to the list as number 11.

### 11. Dance NS/Kinetic Dance Studio - Arts & Crafts

A request for \$7,748 for marketing materials. The applicant is delinquent in reporting for a grant of \$10,000 towards a consultant's site selection report issued in 2009.

Applicants will be notified in writing of the reason for their ineligibility and may elect to appeal within the two week time frame as per the program guidelines approved by Regional Council.

## BUDGET IMPLICATIONS

There are no budget implications.

## FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

## ATTACHMENTS

1. Staff Information Report dated April 20, 2010.

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

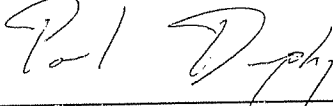
Report Prepared by: Krista Tidgwell, Legislative Assistant, Municipal Clerks Office, 490-6519.



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HRM Grants Committee  
May 3, 2010

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

**SUBMITTED BY:**   
Paul Dunphy, Director Community Development

**DATE:** April 20, 2010

**SUBJECT:** HRM Community Grants Program 2010-2011: Ineligible Applications

### INFORMATION REPORT

#### ORIGIN

This report originates with a request from Regional Council that staff communicate to certain applicants their ineligibility for consideration under the *HRM Community Grants Program*. Prompt notification allows the applicant to seek alternate funding sources or submit an appeal.

#### BACKGROUND

The *HRM Community Grants Program* awards annual project-specific grants to registered non-profit organizations located within the geographic boundary of HRM. Each year the program receives submissions that are ineligible for various reasons, such as but not limited to: not a registered non-profit within 12 months of application, type of project or expense not funded by the program, incomplete or late application, debt to HRM, or no reporting for a prior year's grant.

## DISCUSSION

A total of ten (10) applications totalling \$67,748.48 have been deemed ineligible by staff for further consideration in this year's review process. Once the HRM Grants Committee and Regional Council have been notified through an Information Report, ineligible applicants are notified as soon as possible so that they can pursue other funding opportunities. Appeals are only considered on the basis of new information, or an error in fact or procedure during the review process (Community Grants Guidebook, p. 35). Any applications received after the deadline of March 31, 2010, are also considered ineligible.

### **Applicants Deemed Ineligible 2010-2011**

In alphabetical order, the following have been deemed ineligible under the *Community Grants Program* funding criteria:

#### **1. Arthur Kidston Memorial Camp - Recreation & Leisure**

A request for \$5,000 towards the construction of a cabin. The applicant is delinquent in reporting for a capital grant (\$5,000) issued in 2006.

#### **2. Association of Nigerians in Nova Scotia - Diversity**

A request for \$5,712.50 towards a "Festival of Arts and Culture". The applicant is not a registered non-profit organization and the *HRM Community Grants Program* does not fund events.

#### **3. Eastern Shore Pirate Days Association - Recreation & Leisure**

A request for \$3,000 towards a community event. The *HRM Community Grants Program* does not fund events.

#### **4. Hubbards Heritage Society - Community History**

A request for \$4,000 to repair gravestones in St. Luke's Church cemetery; the applicant is not the owner or operator of the site. Except for restoration of heritage artifacts in a registered heritage cemetery, the *HRM Community Grants Program* does not fund perpetual care or cemetery maintenance. Applicant referred to HRM Heritage Planner to consult with the church regarding possible interest in heritage registration.

#### **5. Hubbards Yacht Club - Recreation & Leisure**

Request for \$5,000 to purchase sail boats. The applicant is delinquent in reporting for a capital grant (\$3,600) issued in 2009.

**6. John Hugh MacKenzie Housing Cooperative - Affordable Housing & Shelters**

A request for \$15,255 for interior painting. The type of project is ineligible (Guidebook, p.17).

**7. Mic Mac Amateur Aquatic Club - Recreation & Leisure**

A request for \$20,000 for building repairs. The applicant is delinquent in reporting for a capital grant (\$5,000) issued in 2009.

**8. S.S Atlantic Heritage Park - Community History**

A request for \$2,500 for brochure printing. The applicant is delinquent in reporting for a project grant (\$3,000) issued in 2009.

**9. 2b Theatre Company - Arts & Crafts**

A request for \$4,080.98 for the purchase of technical equipment (wireless microphones and a projector). The applicant is delinquent in reporting for a project grant (\$4,750) issued in 2009.

**10. Harrietsfield Williamswood Community Centre Association - Recreation & Leisure**

A request for \$3,200 towards the purchase of darts equipment. The applicant is one of 23 HRM-owned Community Neighbourhood Centres operated under a management agreement. The centre can apply for funding assistance under a contributions program administered by Community Development ie. core program funding, enhancements, and capital. Applicant referred to Service Delivery division.

It should be noted that 5 (\$36,580.98 or 50% of the total value of ineligible requests) of the 10 applicants are ineligible due to delinquent reporting. Every grant recipient is provided with a standard reporting form and must confirm that expenditures have been made in accordance with the terms and conditions of funding. If reporting is not received staff issue progressive notices, including personal telephone calls to solicit reports, collect un-expended funds, or carry forward an incomplete project. A letter of notification will provide each applicant with the rationale for ineligibility, and the criteria and deadline for any appeal. If final reports are received within this timeframe the group may be reinstated in the appeals process.

Only four (4) applicants are ineligible because the nature of the project/expense is ineligible for funding; this is the lowest count to date for the program. Mis-directed applications from events and HRM-owned facilities have decreased in number, in part due to better communications.

Appeals shall be considered later in the program with any appeals from those applicants declined funding, a late applicant, or a challenge to the value of an award approved by Regional Council. Typically, a contingency of \$10,500 is set aside from the program's budget, plus any un-spent

allocation, to address appeals which are usually evaluated for Regional Council to consider in August/September.

**BUDGET IMPLICATIONS**

There are no budget implications. There are no grant expenditures in relation to ineligible applicants.

**FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the proposed Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

**ALTERNATIVES**

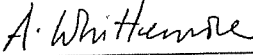
1. The Grants Committee or Regional Council could ask for the Information Report to be tabled for debate and/or amendment.

**ATTACHMENTS**

None.

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

Report Prepared by : Peta-Jane Temple, Team Lead Grants & Contributions, Community Development, 490-5469  
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Report Approved by:   
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