



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

HRM Grants Committee
May 7, 2012

TO: Chair and Members of HRM Grants Committee

A handwritten signature in dark ink, appearing to be "G. Keefe", located below the "TO:" field.

SUBMITTED BY: _____
Greg Keefe, Director of Finance & Information, Communications &
Technology/CFO

DATE: April 7, 2012

SUBJECT: HRM Community Grants Program 2012-2013: Ineligible Applications

INFORMATION REPORT

ORIGIN

This report originates with a request from Regional Council that ineligible applicants to the *Community Grants Program* be notified promptly so as to allow the applicant to seek alternate funding sources or submit an appeal.

BACKGROUND

The HRM *Community Grants Program* awards annual project-specific cash 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, including but not limited to: not a registered non-profit 12 months prior to the application deadline of March 31, late applications, type of project or expense is not funded by the program, incomplete application, debt to HRM, or no reporting for a prior year's grant.

DISCUSSION

During the initial intake screening twenty-one (21) applications totalling \$203,454.62 have been deemed ineligible for further consideration under the *Community Grants Program 2012-2013*. Once the Grants Committee is 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 submission, or an error in fact or procedure during the review process (*Guidebook*, p. 36). Late applications received after the March 31st deadline, or not post-marked March 31st, are considered ineligible.

Applicants deemed ineligible have two weeks from date of notification to submit an appeal; the appeal deadline is stated in the letter of decline. These appeals are then considered with any appeals arising from applicants not recommended for funding, the value of an award, or the conditions applied to a grant.

Applicants Deemed Ineligible 2012-2013

ENVIRONMENT

1. Valley Weeders Garden Club -- Middle Musquodboit - Capital Grant

A capital grant of \$2,159.72 requested to purchase a ride-on lawn mower to pull the watering wagon used to maintain the Cornerstone Provincial Park, and to loan to other community groups. The applicant is not a registered non-profit association. Application is incomplete; if applying jointly as a constituent member of the Nova Scotia Association of Garden Clubs, the Association's financial statement is required. Maintenance of a provincial park would not be a municipal funding priority. Refer to Grants Program staff for follow-up re: non-profit registration and alternate funding sources.

In 2010, the *Community Grants Program* granted an award of \$2,160 to purchase mobile watering equipment. A joint application was accepted from the Nova Scotia Association of Garden Club/Valley Weeders Garden Club but was essentially a flow-through of funds.

RECREATION & LEISURE

2. Bay Road Community Hall Association – Lewis Lake – Capital Grant

A capital grant of \$25,000 requested to replace heating system in a former HRM-owned fire station. The land is leased from the Nova Scotia Department of Natural Resources; the agreement expires August 31, 2016. In 2011, HRM assigned its lease interests to the Bay Road Community Hall Association (Report to Council, October 18, 2011). HRM's position is that the structure is owned by the Province (a property cannot be sold/leased without the land); government property is ineligible for funding (*Guidebook*, p.13). With only 4 years remaining, the duration of the lease is also a concern: HRM would be unable to recover any public investment if operations cease. Under the terms of the current agreement HRM has committed to demolish the structure at public expense if not operational. The organization fails to meet the program registration criteria; 12 months prior to application deadline (*Guidebook*, p.2).

3. Bay Road Community Hall Association – Lewis Lake – Capital Grant

A capital grant of \$25,000 requested for building exterior repairs (ramps, outdoor lighting, exterior doors, guttering). The Association was notified that an organization can submit only one application per year and withdrew the second application (Guidebook, p.3).

4. Beaver Bank Commons Development Association – Beaver Bank – Capital Grant

A grant of \$25,000 requested for construction of multi-sport pad on school property Harold T. Barrett Junior High School property. School property is ineligible for funding (Guidebook, p. 14). Note: this project was declined funding in 2011-12 when the application was submitted by the school under the Halifax Regional School Board's registration number.

5. Halifax Community Planning & Design Association – Halifax – Event Grant

A grant of \$5,000 requested for municipal Police services for road closures in association with a series of events to promote urban active transportation. The *Community Grants Program* does not fund events. File referred to Festivals & Events staff.

6. Hillside Wesleyan Church – Dartmouth – Project Grant

A grant of \$3,956 requested towards equipment (tables, sewing machine), materials (sewing supplies) and professional fees (market development plan) to host Hillside Market, a monthly market that promotes small vendors and raises funds toward church programs. The *Community Grants Program* does not fund fundraising or small business initiatives.

7. Marine Riders ATV Club – Seaforth – Capital Grant

A capital grant of \$5,000 requested for contractor fees to re-surface the Blueberry Run Trail (grade, purchase and apply crusher dust, debris removal) and trim bushes. The trail is on Crown land and operated under a Letter of Authority from the Nova Scotia Department of Natural Resources. Government property is ineligible for funding (Guidebook, p.13). Application incomplete: no prior year financial statement, no description/quotes for signage. Refer to Grants Program staff for assistance with identifying eligible expenses for future grant submission.

8. Sackville Minor Baseball League Association – Lower Sackville – Capital Grant

A capital grant of \$25,000 requested to fully fund the purchase of an all-terrain vehicle and ride-on lawnmower (\$18,000) for site maintenance, repair ballfields with crusher dust (\$5,080), and wages (\$2,500). The applicant is not the owner of property; title is held by the Riverview Community Centre, a non-profit society. Refer property owner to Grants Program staff for follow-up with grant applicant for 2013-2014 program.

9. St. Paul's Family Resource Institute – Halifax – Project Grant

A grant of \$1,500 requested towards summer camp. The application is incomplete: no itemized costs or quotes.

10. Veith House – Halifax – Project Grant

A grant of \$5,000 requested towards summer day camp recurring costs. The project expenses (food, craft supplies, transportation, entry fees) are ineligible for funding (Guidebook,14).

11. Waverley Amateur Athletic Association – Waverley – Capital Grant

A capital grant of \$11,300 requested for the purchase of an all-terrain vehicle and ride-on lawnmower for maintenance of HRM ballfield and provincial park (MacDonald Sports Park). The applicant does not own the assets; the land is leased from the provincial government for \$1,000/year. Services provided by the Association under Outdoor Facility Maintenance Agreement with HRM (effective May 15th, 2012) includes grass mowing; the Association's application to HRM Transportation & Public Works includes a ride-on-lawn mower, atv, trailer and tools owned or "...to be secured" to perform work under contract (Application, clause #10, March, 2012). Under the terms of the Outdoor Facility Maintenance Agreement the Association is to receive \$7,000 towards expenses which include equipment purchases.

AFFORDABLE & SUPPORTIVE HOUSING

12. Shelter Nova Scotia (Formerly St. Leonard's Society of Nova Scotia) – Halifax – Capital Grant

A capital grant of \$5,368.50 for interior fixtures and minor repairs (flooring, toilets, cabinets, walls and ceiling repairs) to Sir Sandford Flemming House, a registered heritage property. Eligibility suspended pending receipt of reporting for capital grant issued in 2011-12 (\$25,000 towards apartment building construction).

13. Green Stem Housing Cooperative – Halifax – Project Grant

A grant of \$5,000 requested for professional fees to undertake a building condition report. Application is incomplete: no quotes provided to substantiate project budget and value of request.

EMERGENCY ASSISTANCE

14. St. Peter's Church – Eastern Passage - Capital Grant

A \$25,000 capital grant requested towards roof repairs totalling \$104,516. Memorandum of Understanding with HRM EMO as a reception centre (registration in case of an emergency). As per policy Interpretation Bulletin: Community Comfort and Evacuation Centres a reception centre is not recognized for funding (December 15, 2008, p. 5).

COMMUNITY DIVERSITY

15. CKDU-FM Society – Halifax – Project Grant

A grant of \$4,673.40 requested for web site development and annual hosting fee. The *Community Grants Program* does not provide honoraria (Guidebook, p.28) or recurring operating expenses.

16. Empathy Factory Society – Sackville – Project Grant

A grant of \$5,000 requested towards hosting a camp to encourage empathy through workshops, project-based learning and volunteerism. The application is incomplete: no quotes provided for eligible expenses.

ARTS & CRAFTS

17. Anchor Archives Regional Zine Society – Halifax – Project Grant

A grant of \$5,000 requested for web site development fees. Eligibility suspended pending receipt of reporting for grant issued in 2011-12 (\$6,300 to purchase a photocopier).

18. Atlantic Filmmakers Cooperative – Halifax – Capital Grant

A capital grant of \$5,000 requested for the purchase of lighting equipment. Eligibility suspended pending receipt of reporting for grant issued in 2011-12 (\$5,000 towards the purchase of a projector).

19. Live Art Dance Productions - Halifax – Project Grant

A grant of \$5,000 requested towards a series of “events” (dance films, pop-up performances, flash mob, choreography workshop) to celebrate the society’s 30th anniversary, September to October, 2012. The application is incomplete: no quotes submitted to support eligible expenses.

20. Nocturne Art at Night Society – Halifax – Project Grant

A grant of \$5,000 requested towards production of “First Thursdays” self-guided tour map for an evening “open house” series featuring art galleries, studios, museums and alternate art venues issued on a monthly basis, November to March. Late application.

21. Phin Performing Arts Society – Halifax – Project Grant

A grant of \$4,497 towards production of a collaborative dance workshop and presentations. The application is incomplete; no quotes to support eligible expenses. Late application.

BUDGET IMPLICATIONS

None. This is an Information Report only.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

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

COMMUNITY ENGAGEMENT

Not applicable.

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, Finance; 490-5469; Peter Greechan, Community Developer, Grants & Contributions.



Report Approved by: Bruce Fisher, Manager Fiscal Policy & Financial Planning, Finance
