



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 11

**Halifax Regional Council
May 13, 2008**

TO: Mayor Kelly and Members of the Halifax Regional Council

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

DATE: May 7, 2008

SUBJECT: **HRM Community Grant Program 2008-2009: Ineligible Applications**

INFORMATION REPORT

ORIGIN

Grants Committee meeting of May 5, 2008.

BACKGROUND

See staff report, dated April, 4, 2008, attached as Attachment 1 to this report.

DISCUSSION

See staff report, dated April, 4, 2008, attached as Attachment 1 to this report.

BUDGET IMPLICATIONS

See staff report, dated April, 4, 2008, attached as Attachment 1 to this report.

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.

ALTERNATIVES

See staff report, dated April, 4, 2008, attached as Attachment 1 to this report.

ATTACHMENTS

1. Staff Report dated April 4, 2008, HRM Grants Program 2008-2009: Ineligible Applications\

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210 or Fax 490-4208.

Report Prepared By: Melody Campbell, Legislative Assistant.



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

HRM Grants Committee
May 5th 2008

TO: Chair and Members HRM Grants Committee

SUBMITTED BY: Dale MacLennan
Dale MacLennan CA, Director of Finance

DATE: April 4, 2008

SUBJECT: HRM Community Grants Program 2008-2009: Ineligible Applications

ORIGIN

The *HRM Community Grants Program* awards annual one-time project-specific grants to registered non-profit organizations located within HRM. To manage expectations, staff provide ineligible applicants with prompt notification or referral to an alternate program. An Information Report is sent to Regional Council.

RECOMMENDATION

It is recommended that:

The HRM Grants Committee approve the staff recommendations with respect to ineligible applicants to the 2008-2009 *HRM Community Grants Program* as listed in the Discussion section of this report.

BACKGROUND

Each year the *HRM Community Grants Program* receives submissions that are ineligible for various reasons such as: not a registered non-profit within 12 months of date of application, out-of-region applicant, type of project or expense not funded by the program, multiple requests, incomplete or late application, or debt to HRM.

DISCUSSION

A total of 14 applications, for a combined total of \$145,990.65 in requests, have been deemed ineligible for further consideration in this year's review process. Once the listing is approved by the Grants Committee, and Regional Council has been notified through an Information Report ineligible applicants are advised in writing as soon as possible so they can pursue other funding opportunities. Appeals will only be considered on the basis of new information, or an error in fact or procedure during the review process (Community Grants Guidebook 2008-2009, p.34). Any appeal must be in writing and received within 2 weeks of written notification from HRM.

Effective this year, the program guidelines make a clearer distinction between a one-time professional fee and (a) regular salaries and wages for staff, or (b) wages for sessional instructors. The policy states:

"The HRM Community Grants Program does not fund staff salaries or wages, or payment to volunteers such as bursaries, stipends or honoraria. Project-specific professional fees are eligible on a one-time basis across all funding sectors; these are fees paid for services that require accreditation or technical knowledge and experience that exceeds the capacity of volunteers or an organization's own staff..... Applicants are advised to contact HRM staff for advise on their specific request."

Applicants Deemed Ineligible 2008-2009

1. Faith Tabernacle Church - Emergency Assistance

A request for \$25,000 towards fire code compliance upgrades. Work completed in 2007. Capital grants do not cover debt or pre-paid expenses (Community Grants Guidebook 2008-2009. "...Capital grants are not intended to subsidize strategic land-holdings for re-sale, building enhancements to expedite a sale or increase sale price, or debt retirement"). The applicant has been advised of their ineligibility and has submitted a letter of appeal as per Attachment 1.

2. Maritime Heart Centre - Recreation

The Maritime Heart Centre is located in the QEII Health Sciences Centre and provides patient care and advocates for primary prevention of cardiovascular disease. A grant of \$5,000 requested for three-year research pilot project for elementary school health education program. The *Community Grants Program* does not fund applied research, medical or school health education.

3. Stepping Stone - Emergency Assistance

A grant of \$3,288.65 has been requested towards the purchase of food for a food relief program. The *Community Grants Program* does not provide core operating expenses - food is an ineligible recurring expense. Applicant referred to Feed Nova Scotia.

4. Moser River Historical Society - Community History

A request for \$5,000 for interior painting and bathroom repairs for McMann House. In 2006-07, the applicant received a grant in the amount of \$5,000 for a building conservation report; this grant was carried forward to 2007-08 to allow for a professional assessment. No reporting received. Applicant is ineligible until the building conservation and expense reports are received.

5. Scotia Chamber Players - Arts & Crafts

A grant of \$5,000 requested towards the annual Scotia Festival of Music. Festivals & Events are funded under the *Community Events Grants Program* managed by HRM Community Development. The application has been referred to Community Relations & Cultural Affairs Division. The society has also applied for a grant under *Community Events Grants Program* managed by HRM Community Development.

6. Gaelic Language Society of Halifax - Arts & Crafts

A grant request of \$3,300 towards the annual Storytellers Festival. Festivals & Events are funded under the *Community Events Grants Program* managed by HRM Community Development. Application has been referred to Community Relations & Cultural Affairs Division. Grants Program staff will also meet with the society's representatives re: future eligibility under the *Community Grants Program*.

7. Eastern Passage/Cow Bay Summer Carnival - Neighbourhood Safety

A grant of \$3,000 requested to purchase safety equipment and recycling bins for local carnival. The applicant is not a registered non-profit organization. Recommend that the group re-apply to the 2009-2010 program. The group has also applied for an event grant under *Community Events Grants Program* managed by HRM Community Development.

8. Waverley Ratepayers Association - Community History

A request for \$25,000 for building repairs and upgrades. Application incomplete. Recommend applicant meet with staff, including Heritage Planner, for assistance with future funding requests.

9. Charles Court Housing Cooperative - Neighbourhood Safety

A grant of \$9,402 requested for installation of security cameras on housing site. Applicant submitted two requests and elected to pursue a capital grant request under the Affordable Housing & Shelters sector.

Staff have proposed a meeting with Pathways Housing Services to confirm eligibility criteria. A workshop for coop members and staff would be advisable to manage expectations and focus requests.

10. IQRA Learning Society - Halifax

A request for \$5,000 towards operating costs (travel, rental fees, food etc) of annual summer camp for children with learning disabilities. The *Community Grants Program* does not fund recurring operating costs. Grants Program staff to meet with society's representatives to review future opportunities for assistance.

11. St. Patrick's Church Restoration Society - Community History

A grant of \$25,000 requested for professional conservator to repair interior paintings in registered heritage church (the applicant is not the owner). The applicant registered as a society in August, 2007, and does not meet the 12 months eligibility criteria. The future of the church is under negotiation and a decision pending in July, 2008. Staff recommend that the applicant be encouraged to re-apply in 2009-2010 once the future of the building, ownership and operations have been confirmed.

12. Ward 5 Community Centre - Recreation & Leisure

A request for \$12,000 towards staff wages, facility rental and materials for youth program. The *Community Grants Program* does not pay salary and wages. (Community Grants Guidebook 2008-2009, p.5).

13. Independent Living Resource Centre - Recreation

A request for \$5,000 towards staff wages and materials for an existing drop-in program for persons with a disability. The *Community Grants Program* does not pay salary and wages (Community Grants Guidebook 2008-2009, p.5).

14. Army, Navy Air Force Club - Recreation & Leisure

A request for \$15,000 for building upgrades. The application is late (received April 11/2008) and is incomplete. Grants Program staff to meet with society's representatives to review future opportunities for assistance.

BUDGET IMPLICATIONS

None.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

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ALTERNATIVES

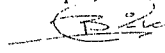
1. The HRM Grants Committee could amend a staff recommendation.
2. Regional Council could appeal a decision and refer the request back to the Grants Committee for further review. As per approved policy, the councillor(s) requesting an appeal shall make a presentation to the Grants Committee in person or in writing to explain the reason for the appeal or to provide additional information.

ATTACHMENTS

1. Letter of appeal Faith Tabernacle Church.

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: Peta-Jane Temple, Team Lead Tax Grants & Special Projects, HRM Finance 490-5469

Report Approved by: 
Bruce Fisher, Manager Tax & Fiscal Policy, HRM Finance

Attachment 1



March 4, 2008

Faith Tabernacle Church, 6225 Summit Street, Halifax, NS B3L 1R6
Halifax Regional Municipality - P.O. Box 1749, Halifax, NS B3J 3A5

To Whom It May Concern,

Further to a conversation between Darlene Smith of Faith Tabernacle and JP Temple of HRM - Grants Program, please find enclosed two additional pages to complete the application of the Community Grant to Non-Profit Organizations in 2008-2009.

As mentioned in our correspondence to your office on February 25, 2008 we have not submitted estimates but invoices showing work completed. This is due to the fact that the Fire Marshall's office gave us a 30 day window to complete the work after we had invited him to inspect our building. Because the nature of the repairs were extensive, we were granted an additional 30 days to have the work completed. Due to the timing of our invitation to the Fire Marshall to inspect our building and the window for work completed we were too late for a grant application during 2007. I did forward documents totally 10 pages on October 1 to inform your office that we were undertaking this work as requested by the Fire Marshall and was informed of the dates to apply for the 2008-2009 grant. We are now making formal application for the 2008-2009 grant.

While we have paid the vendors for all the work done, we are appealing for a grant as we borrowed "from ourselves" i.e. our internally restricted funds that accumulate from the various departments within our organization toward specific projects. In good faith we borrowed from ourselves to avoid an interest impact had we borrowed from a financial institution. In good faith we are committed to return those funds to the various internal departments as soon as possible.

We felt that to make our building a safe environment for all those who enter was a priority and thus we proceeded first to invite the Fire Marshall to inspect and then to comply with the requirements.

We have not made appeal to any other Federal/Provincial organization for assistance

May I take this opportunity to thank you for your consideration of our request. If I can be of further assistance in this matter, please do not hesitate to contact me.

Regards, Darlene Smith

Darlene Smith

Business Manager

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Halifax Tabernacle Church
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