**STAFF REPORT TO COUNCIL Report No.** 24-2023

**Date:** April 17, 2023

**From:** Matthew Armstrong, Chief Administrative Officer & Treasurer

 Samantha Joudoin-Miller, Manager of Community Services

**Re:** 2023 Community Grant Recommendations – Intake #1

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**Recommendation:**

That Council approve the 2023 Community Grant Allocation Recommendations for Intake #1, totaling $47,600 in financial support and the in-kind requests as outlined in Staff Report 24-2023. and

That Council direct Staff to work with the Community Grant Working Group to review the Community Grant Program and bring back recommendations for possible changes that could be considered for the 2024 program.

**Background / Analysis:**

The first intake of the 2023 Community Grant applications was received in January 2023. The working group met on April 11, 2023, to review each application as noted in the tables below.

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| Community Service Groups/Organizations Applications |
| Organization | **Financial Notes** | **In-Kind Notes** |
| Food For All Food Bank | Used for food purchases |  |
| South Grenville Minor Hockey | Used for conditioning camps and goalie training |  |
| King’s Kitchen | Used for food purchases |  |
| Prescott Figure Skating Club | Ice Rental, Coaching and Skate Canada Dues |  |
| Girls Incorporated | To provide program subsidies | Use of Leo Boivin Community Centre (or other Municipal space) for two weeks of summer programmingJuly 24-28 & August 21-25*Will forgo rental revenue but no additional cost to the Town to provide space free of charge* |
| Grenville Historical Society | Archival expenses | Snow clearing at Train Station*No additional cost to the Town* |
| Spirit of Giving | Annual amount given to support Spirit of Giving Initiative - No application required | Use of LBCC for registration, food and item storage, hamper assembly, and hamper distribution*Will forgo rental revenue but no additional cost to the Town to provide space free of charge* |
| Cycling Without Age - Brockville | To help with transportation costs to bring bikes to Prescott weekly |  |
| More than Just Babysitting - MTJB |  | Use of splashpad and pool 2 hours for 8 weeks, July 3 - Aug 25*Was able to accommodate in 2022 with no issues and no additional cost to the Town**Will forgo rental revenue but no additional cost to the Town to provide space free of charge* |
| Previously Approved |  |  |
| Prescott Curling Club | Strathcona Cup | Outdoor ice rink, Fire Truck Transportation, etc. |
| South Grenville Food Bank | Not for Profit event |  |

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| Event-based applications within the Town of Prescott |
| Organization | **Financial Notes** | **In-Kind Notes** |
| St. Lawrence Shakespeare | Funding to be used for production, advertising, and kids’ program | Use of Amphitheatre for run of festival and rehearsalsRoad closure during performancesAccess to laundry at Prescott MarinaAccess to Marina Building after hours for washroom facilities for patronsPromotional opportunities with TownPainting of gazebo prior to openingWill forgo rental revenue but no additional cost to the Town to provide space free of charge |
| Fire Department Santa Parade | Annual amount given to support St. Claus Parade to cover expenses - No application required |  |
| Folk Fest | Requesting a three-year commitment from the Town of Prescott which will allow us to plan farther ahead, book performers earlier and secure the highest caliber performer possible.All funds raised via sponsorship and revenue generated from ticket sales goes to the performers, direct operational costs and promotional activities. We own no assets or have the need for ""office space"" to operate.If enough funding is available from the Town, we will attribute that amount primarily to paying performers. This will allow us to easily track and identify expenses ensuring we comply with the requirement to spend all funding within the calendar year." | Amphitheatre and facilities associated with the marina (parking, washrooms etc.). The use of the Leo Boivin arena will be required as a secondary site in case of foul weather.*Will forgo rental revenue but no additional cost to the Town to provide space free of charge* |
| Fort Town Night Run |  | Fort Town Night Run May 6, 2023*Will forgo rental revenue and will incur overtime cost for 11 hours on day of event* |

Some previous applicants did not submit in the first intake but are expected to submit an application as part of the second intake. The table below provides the recommendations on the financial requests made in Intake #1.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Organization | 2023Recommend | 2023 Request | 2022 Approved | 2021Approved |
| Food For All Food Bank | 3,000 | 3,000 | 3,000 | 7,500 |
| South Grenville Minor Hockey | 4,800 | 4,800 | 4,800 | 4,800 |
| King’s Kitchen | 2,500 | 2,500 | 2,500 | 2,500 |
| Prescott Figure Skating Club | 6,800 | 6,800 | 6,800 | 6,800 |
| Girls Incorporated | 1,500 | 1,500 | 1,250 | 1,000 |
| Grenville Historical Society | 500 | 500 | 500 | 500 |
| St. Lawrence Shakespeare | 18,000 | 18,000 | 18,000 | 18,000 |
| Fire Department Santa Parade | 1,000 | 1,000 | 1,000 | - |
| Spirit of Giving | 1,000 | 1,000 | 1,000 | 1,500 |
| Folk Fest | 7,500 | 7,500 | 7,500 | 7,500 |
| Cycling without Age | 1,000 | 1,000 | - | - |
| Fort Town Night Run – In kind Only | - | - | - | - |
| More than just babysitting – In-kind Only | - | - | - | - |
| Prescott Minor Soccer |  |  | 5,000 | 2,300 |
| Volunteer Centre of St. Lawrence-Rideau |  |  | 1,000 | - |
| YMCA of Eastern Ontario |  |  | 3,000 | - |
| South Grenville District High School – Student Leaders |  |  | 2,650 | - |
| Connect Youth |  |  | - | 4,000 |
| Rural FASD Support Network |  |  | - | 1,000 |
|  |  |  |  |  |
| Subtotal | **47,600** | **47,600** | **58,000** | **57,400** |
|  |  |  |  |  |
| Previously Approved |  |  |  |  |
| Prescott Curling Club | 1,000 | 1,000 |  |  |
| South Grenville Food Bank | 325 | 325 |  |  |
|  |  |  |  |  |
| Total | 48,925 | 48,925 | 58,000 | 57,400 |
|  |  |  |  |  |
| Total Budget | 58,000 | 58,000 | 58,000 | 58,000 |
|  |  |  |  |  |
| Unallocated | 9,075 | 9,075 |  |  |
|  |  |  |  |  |

In-kind Requests

The Working Group reviewed the various in-kind requests made through Intake #1 and recommended all for approval. In each case the Town may forgo some rental revenue if the venue was to be rented for another use. The only in-kind request that will cost the Town is the on-site attendant for the Fort Town Night Run which can be absorbed by the Operational Budget so that the group can maximize the funds raised towards their initiative.

Folk Fest

The Working Group is not recommending the guarantee of three years funding at this time. They are recommending that Folk Fest be asked to have a member of Council sit on their Board so that the strategic partnership can mirror the relationship the Town has with the Shakespeare Festival.

Fort Town Night Run

The Working Group recommends that the Fort Town Night Run keep the amount they had offered to the Town so they can maximize their fundraising from the event. The Town will also allow the Fort Town Night Run to run the canteen at the Leo Boivin Community Centre on the day of the event so that they can earn additional revenue to put towards their initiative. This will allow the Town to reduce costs by not having to have an additional staff member on site to run the canteen.

Community Grant Program Review

The Working Group discussed several ideas of ways in which the Community Grant Program could be modified in the future. With that in mind it is recommended that the working group be tasked with making recommendations to Council before the end of 2023 that could be incorporated into the 2024 Community Grant Program.

**Alternatives:**

Council may wish to allocate the Community Grants differently from the recommendations.

**Financial Implications:**

The 2023 Budget includes an allocation of $58,000 for Community Grants, of which $9,075 will not be allocated if the above recommendations are accepted. A second intake will be sent out in May with a due date in June. Recommendations will be brought to Council in July or August for contemplation.

**Environmental Implications:**

None

**Attachments:**

None

*Submitted by:*

Matthew Armstrong

Chief Administrative Office & Treasurer

*Submitted by:*

Samantha Joudoin-Miller

Manager of Community Services