



**Committee of the Whole Report
For the Meeting of June 7, 2018**

To: Committee of the Whole **Date:** May 25, 2018
From: Jocelyn Jenkyns, Acting City Manager
Subject: 2018 My Great Neighbourhood Grants – Spring Intake

RECOMMENDATION

That Council:

1. Approve 21 applications received for the spring intake of the 2018 My Great Neighbourhood Grant program as outlined in Tables 1 and 2.
2. Approve the following changes to the My Great Neighbourhood Grant Policy (Appendix A)
 - a. Applicants are limited to one placemaking and one activity grant application per annual intake
 - b. At the discretion of the Neighbourhood Team, a three-month extension may be granted for placemaking projects; a second three-month extension may be granted under extenuating circumstances. If after eighteen months (one year to complete and six months of extension) the project is not complete, the City will ask for the grant funds to be returned.
 - c. At the discretion of the Neighbourhood Team, one three-month grant extension for an activity may be granted under extenuating circumstances.

EXECUTIVE SUMMARY

This report presents the 2018 Spring applications for the My Great Neighbourhoods grant program for Council's consideration.

The City received 23 grant applications; 8 in the Activity category and 15 in the Placemaking category. One of the placemaking applications was ineligible and a second was pulled by the applicant, bringing the total number of eligible applications to 21.

The My Great Neighbourhood Grant budget is \$120,000 for 2018. The total amount of funds requested in this intake is \$56,300. Should Council approve all 21 applications, a balance of \$63,700 is available for the Fall intake, which will open September 1.

PURPOSE

This report presents the 2018 My Great Neighbourhoods Grant Spring intake applications for Council's consideration of approval.

BACKGROUND

In December, 2015, Council approved a new grant program aimed at facilitating community-initiated placemaking projects. The policy and guidelines were approved on May 12, 2016 and the program was open for applications from May 24 to July 24, 2016. The program was developed to support strong, connected neighbourhoods through funding for projects that would bring neighbours together and empower them to shape their local area. The City provides up to \$5,000 for placemaking projects to match the equivalent contribution from the neighbourhood. The matching contribution could be a combination of volunteer labour, donated services, materials and supplies and other funds raised. A budget of \$120,000 was approved in 2016 for this program. In April, 2017, the grant policy was amended to create a second stream of funding for community development activity grants of up to \$1,000 (matched funds).

The program is open to all not-for-profit organizations including community and neighbourhood associations and schools. Individuals, informal organizations and businesses may also apply for funding by partnering with a local not-for-profit group. The not-for-profit group is required to submit the application and, if approved, receives the funding and is the responsible party for ensuring the project meets agreed conditions.

The projects and activities must be located within the City of Victoria to be eligible for funding.

2018 GRANT PROGRAM

The 2018 spring intake was open for six weeks between March 1 and April 15, 2018. Staff promoted the program through social media posts, email and verbal communications with stakeholders, a poster campaign and a community development event. As well, two radio interviews with CBC and CFAX and print media with Black News also promoted the event and grant program.

The My Great Neighbourhood Block Party was held the afternoon of March 14. It featured a keynote speaker (Paul Born, Co-CEO Tamarack Institute), an asset-mapping workshop, displays of many of the 2016 grant projects, external partner resources and support, demonstrations of potential placemaking and community development ideas, along with food, games and live music. One of the primary deliverables of the event was to show leadership in community development on the part of the City to the 70 community leaders, residents and members of local nonprofit organizations who attended the event. During the remainder of the intake period, staff worked closely with neighbourhood associations to consider projects and promote the opportunity within their neighbourhoods. Throughout the entire intake period, staff met with prospective applicants to shape their projects and support them in providing a high quality application.

Applications were received from nine of the 13 neighbourhoods. Multiple applications were received from Hillside Quadra, North Park and Oaklands, all neighbourhoods which have had comparatively lower applications in the past.

The total amount of matching funds requested is \$56,300, approximately 47% of the funds allocated for this program. This leaves a balance of \$63,700 for the Fall intake, which will open September 1.

Summary tables of the Placemaking and Activity applications are provided below. The evaluation matrix and individual evaluations have been included in Appendix B. The complete applications for Placemaking are attached in Appendix C and for Activities in Appendix D.

Table 1: 2018 Placemaking Grant applications

Name of Project	Neighbourhood	Applicant/Sponsor	Request
Placemaking Grants			
Cecelia Cove Playspace enhancements	Burnside Gorge	Pacific Montessori Society	\$5,000
DRA Outreach Project	Downtown	DRA	\$5,000
Christ Church Cathedral South Lawn Renewal Project	Fairfield	Christ Church Cathedral	\$5,000
Denman Street Little Library	Fernwood	Fernwood NRG	\$485
FNRG Childrens Native Plant garden	Fernwood	FNRG	\$5,000
Grant St Connect & Prepare	Fernwood	Resilient Neighbourhoods	\$2,000
GVCC Portable bike track	Hillside Quadra	GV Cycling Coalition	\$5,000
Quadra Elem garden and nature play space	Hillside Quadra	SD61	\$5,000
Lewis St Park Little Library	James Bay	GVPN	\$615
Princess St "Words" Mosaic	North Park	QVCC	\$2,200
Oaklands Community Garden	Oaklands	OCA	\$5,000
Oaklands Elem Totem Legacy Project	Oaklands	SD61	\$5,000
Oaklands Park Safety & Placemaking	Oaklands	OCA	\$3,000
Total Placemaking Applications			\$48,300

Table 2: 2018 Activity Grant applications

Activity Grants			
Partnering for Pollinators	Downtown	DRA	\$1,000
Maddison St Block Party	Fairfield	FCGA	\$1,000
James Bay Happy Hour	James Bay	JB Community School Society	\$1,000
Victoria Health Co-op Café	James Bay	Victoria Health Cooperative	\$1,000
North Park Neighbourhood Festival	North Park	North Park Neighbourhood Association	\$1,000
North Park Membership Drive	North Park	North Park Neighbourhood Association	\$1,000
Mariners Landing Lunch and Learn	Vic West	Resilient Neighbourhoods	\$1,000
Gorge Placemaking for Swimming	Vic West	Gorge Swimfest Society	\$1,000
Total Activity Applications			\$8,000

Table 3: Applications by Neighbourhood

Neighbourhood	Total Applications	Total Requested Funds
Burnside Gorge	1	\$5,000
Downtown	2	\$6,000
Fairfield Gonzales	2	\$6,000
Fernwood	3	\$7,485
Hillside Quadra	2	\$10,000
James Bay	3	\$2,615
North Park	3	\$4,200
Oaklands	3	\$13,000
Vic West	2	\$2,000
Total	21	\$56,300

ISSUES & ANALYSIS

As this grant program enters its third year, the processes for advertising the program, working with applicants and reviewing applications has been solidified. A communications plan and an event plan have been created for future reference. These will be modified as needed with each intake going forward. The pre-application meetings have resulted in higher quality applications and a reduction in the review period. The Neighbourhood Team works collaboratively with an interdepartmental team to review the applications and provide comments and technical feedback. The grant program also now has two established annual intake periods (March 1 – April 15 for a July/June project period; and September 1 – October 15 for a January/December project period).

A few minor issues arose during this intake, two of which have resulted in recommended policy changes.

First, the question of multiple applications from one applicant for the same activity in multiple neighbourhoods was discussed. Staff are recommending that an addition to the grant policy be added, limiting applicants to one application for placemaking and one per activity for the intake year. This does not affect non-profit agencies acting as financial sponsors for multiple projects and activities.

Second, a small handful of previous applicants have been running into some issues for

completing their projects in a timely fashion. As the policy is silent on granting time extensions, staff are recommending the following:

- a. At the discretion of the Neighbourhood Team, a three-month extension may be granted for placemaking projects; a second three-month extension may be granted under extenuating circumstances. If after eighteen months (one year to complete and six months of extension) the project is not complete, the City will ask for the grant funds to be returned.
- b. At the discretion of the Neighbourhood Team, one three-month grant extension for an activity may be granted under extenuating circumstances.

Finally, some clarity in language on the role of the financial sponsor has been introduced in the Letter of Agreement, separating and defining the responsibilities of both the financial sponsor and the applicant.

Staff have been tracking grants across neighbourhoods from 2016 to the current intake. Table 4 shows the distribution of approved grants and awards by neighbourhood to the end of 2017. Tracking the awards in this manner provides a view of how equitable the grants are being spread across neighbourhoods.

Table 4: Distribution of grants across neighbourhoods 2016-Fall 2017

Neighbourhood	2016 recipients	2016 Awards	2017 recipients	2017 Awards	Total applications	Total \$ awarded / requested	% of total funds	% of population
Burnside Gorge	2	\$7,060	4	\$8,000	6	\$15,060	7%	7.3%
Downtown Harris Green	4	\$20,000	3	\$10,400	7	\$30,400	14%	5.7%
Fairfield Gonzales	2	\$9,400	7	\$23,522	9	\$32,922	16%	19.8%
Fernwood	4	\$18,490	6	\$16,950	10	\$35,440	17%	11.8%
Hillside Quadra	0	\$0	4	\$6,678	4	\$6,678	3%	9.1%
James Bay	1	\$5,000	4	\$14,441	5	\$19,441	9%	14.0%
North Jubilee	1	\$5,000	0	\$0	1	\$5,000	2%	4.0%
North Park	0	\$0	2	\$8,000	2	\$8,000	4%	3.8%
Oaklands	1	\$5,000	1	\$5,000	2	\$10,000	5%	8.5%
Rockland	1	\$5,000	0	\$0	1	\$5,000	2%	4.4%
South Jubilee	1	\$5,000	2	\$6,000	3	\$11,000	5%	2.5%
Vic West	4	\$14,765	2	\$6,000	6	\$20,765	10%	8.5%
City wide	0	\$0	2	\$9,975	2	\$9,975	5%	100%
	21	\$94,715	37	\$114,966	58	\$209,681	100%	

If all the Spring 2018 applications are approved, this grant program will have initiated 79 placemaking projects and community development activities with \$265,981 of grant funds in just over two years.

OPTIONS & IMPACTS

2015 - 2018 Strategic Plan

The applications received support the objectives and/or the action and outcome statements of the Strategic Plan, specifically:

- Objective 2: Engage and Empower the Community
- Objective 3: Strive for Excellence in Planning and Land Use
- Objective 7: Facilitate Social Inclusion and Community Wellness;
- Objective 8: Enhance and Steward Public Spaces, Green Spaces and Food Systems; and
- Objective 10: Nurture Our Arts, Culture and Learning Capital.

Impacts to Financial Plan

The \$120,000 for this grant program was approved as part of the 2018 Financial Plan.

Official Community Plan Consistency Statement

The My Great Neighbourhoods Grants program supports several of the OCP's broad objectives, including:

Placemaking

- 8 (d) That social vibrancy is fostered and strengthened through human scale and design of buildings, streetscapes and public spaces.
- 8 (g) That a sense of place is developed and enhanced through urban design features.

Community Wellbeing

- 15 (d) That strong partnerships build the capacity of individuals and the community.
- 15 (e) That all citizens have the opportunity to participate in civic affairs.

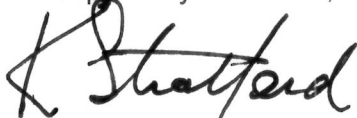
Arts and Culture

- 16 (a) That Victoria is a creative and vibrant city.
- 16 (f) That art in public places is supported and enabled as a public good and an expression of community identity.

Accessibility Impact Statement

There are no accessibility concerns related to the proposed recommendations in this report.

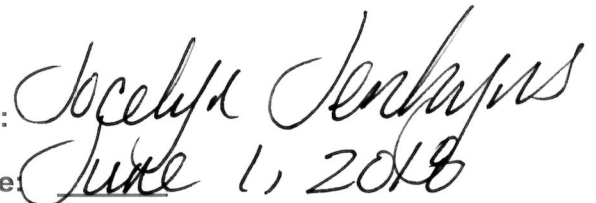
Respectfully submitted,



Kimberley Stratford
Neighbourhood Advisor

Report accepted and recommended by the City Manager:

Date:



June 1, 2018

List of Attachments

- Appendix A: Great Neighbourhood Grant Policy proposed amendments
- Appendix B: Evaluation Criteria and 2018 grant evaluations
- Appendix C: 2018 Spring intake placemaking applications (attached as pdf)
- Appendix D: 2018 Spring intake activity applications (attached as pdf)