



Municipality of Port Hope

Staff Report

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Report Title: Foundational Funding Service Agreements

Report to: Parks, Recreation & Culture Committee

Date of meeting: September 6, 2022

Report Author:

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Department responsible:

Parks, Recreation & Culture

Report Number: PRC-13-22

Recommendation:

That a Resolution be presented to Council to approve the Foundational Funding Service Agreements Policy; and further,

That Council authorize staff to proceed with the execution of three Foundational Funding Service Agreements as outlined in this report.

Highlights:

- Staff have reviewed several trends relating to the Community Grant Policy and recommend establishing Foundational Funding Service Agreements.
- Based on the intent to complete on a trial basis, three organizations have been identified for establishing service agreements for 2023-2024.
- Staff will review the benefits, efficacy, and content in 2024 for potential broader implementation.
- The foundational funding approach is intended to enhance and provide efficiencies relating to established partnerships with local organizations and associations and efficiencies in the implementation of the Community Grant policy.

Background:

Many programs and services in Port Hope are provided through the dedicated efforts of non-profit community organizations, service clubs and registered charities to enhance the life experience of citizens. In addition, recreational and cultural organizations add depth and vibrancy to the community activity calendar and contribute to the development of Municipal events and activities.

Currently, annual support to organizations is offered by the Municipality in a variety of ways, including established service-based fees and charges, in-kind contributions and financially through the Community Grant Policy. The Community Grant Policy is an

application-based program and deliberated and awarded through the annual budget process.

Discussion:

To streamline and offer ongoing financial support to organizations, staff recommend proceeding with the development of Foundational Funding Service Agreements. The purpose of Foundational Funding Service Agreements is to create a formal relationship between the Municipality of Port Hope and eligible organizations beyond the Community Grant Program. This new approach will acknowledge the importance the organizations' services to the community and identify how the Municipality will support these efforts over a pre-determined term.

Foundational Funding Service Agreement align with several Municipal strategic objectives and provide a mechanism to support community organizations in the delivery of programs, events and services that promote a healthy and safe environment.

The Foundational Funding Service Agreements Policy (Attachment 1) outlines the eligibility and funding criteria. Service agreements will define the agreed upon terms and will specify the funding and mutual responsibilities to the respective parties.

The benefits of proceeding with service agreements include:

- Stability for identified organizations relating to base funding for multi-year support.
- Ability to highlight municipal contributions and in-kind services such as facility use, promotions and marketing, event planning liaison and more.
- Clear expectations of organizations as a result of the supporting investment, such as promotions, acknowledgement, in-kind contributions to the Municipality, and service expectations.
- Aligns with Community Strategic Plan, Leisure Services Master Plan and Cultural Plan principles and strategies.
- It supports a commitment to excellence by encouraging leadership, innovation, and forward thinking by providing a mechanism to manage and nurture the relationship.
- Partnership and collaboration are established through the formalized nature of service agreements negotiated between the community organization and the Municipality.

Staff recommend establishing funding service agreements for organizations where a community grant in the amount of \$25,000 or more has been awarded in past 5 consecutive years (COVID-19 Pandemic impacts notwithstanding). This recommendation will be completed on a trial basis for 2023 and 2024, at which time these thresholds may be reviewed and expanded.

Based on these criteria, the organizations that will be eligible for trial 2023-2024 service agreements are Float Your Fanny Down the Ganny, The Capitol Theatre and Critical Mass Centre for Contemporary Art.

In proceeding, the following action items will occur:

- Council approves the Foundational Funding Service Agreements Policy,
- Work with identified organizations to establish service agreements and foundational grant request for 2023-2024,
- Draft the service agreements and present as part of budget deliberations 2023,
- Review the policy and agreements in 2024 and seek broader implementation.

An additional consideration of staff is the desire to establish a formal affiliated organization policy for community organizations beyond the existing community grant process. This review and development is ongoing and will be presented in the future along side the 2024 review of the foundational funding policy.

Financial Considerations:

From an administrative standpoint, the impact to the 2023 operating budget will potentially see a reduction in the allocated funds for the three associations from the Community Grant Program, with an increase to a newly established foundational funding account. The amounts for each agreement will be established and presented during the 2023 budget process.

Communication and Public Engagement:

Communications with the identified organizations will be completed by staff relating to the approval of the policy and establish the next steps in drafting agreements in time for 2023 budget planning.

Conclusion:

Foundational Funding Service Agreements are aligned with several strategic objectives in the Community Strategic Plan, the Leisure Services Master Plan, and the Port Hope Cultural Plan. This approach supports the efficient implementation of the Port Hope Community Grant Policy. Service Agreements provide a mechanism to support community organizations in the delivery of programs, events and services.

Attachments:

Attachment 1 – Foundational Funding Service Agreements Policy