

Municipality Of Chatham-Kent

Chief Administrative Office

Corporate Initiatives

To: Mayor and Members of Council

From: Amy Wilcox, FCPA, FCMA, PMP
Manager, Corporate Initiatives

Date: March 11, 2020

Subject: Together CK Events Grant - 2020 Funding Recommendations

Recommendations

It is recommended that:

1. Four applications, as endorsed by the Together CK Review Committee, be approved under the “Significant Events” component for a total of \$73,436 in funding against gross project costs of \$466,684.
2. The unused portion of the “Significant Events” funding for 2020 be allocated to fund 2020 “Community Events”.
3. Thirty applications, as endorsed by the Together CK Review Committee, be approved under the “Community Events” component for a total of \$125,129 in funding against gross project costs of \$550,380.
4. The balance of the “Community Events” funds of \$1,436 be rolled over to the 2021 events fund.
5. If the event is cancelled due to the COVID-19 pandemic, the related funding will be cancelled. If the Municipality has paid the applicant prior to the event cancellation, the applicant is required to return the funds to the Municipality within thirty days of the cancellation.

Background

The Community Partnership Fund (CPF) was established by Council in 2000. It is a grant program which uses matching funding to promote community development projects within Chatham-Kent. The name of the grant program was changed to Together CK in 2019. The annual grant program consists of two components – Community Projects and Festivals & Events. Since its inception in 2000, the grant program has leveraged over \$3.7 million in municipal investment into over \$16 million

worth of community development projects, including the events referred to in this report. This has encouraged widespread civic engagement and community improvement.

Comments

The 2020 round of the Together CK Event Grant opened in early October with a widely advertised call for applications. The application deadline was set for January 3rd, 2020. Five applications were received under the “Significant Event” stream for funding and thirty applications were received under the “Community Event” category. In total, the five “Significant Event” applications sought \$90,236 in funding against gross project costs of \$496,834 and the thirty applications sought \$129,529 in funding against gross project costs of \$550,380. The thirty “Community Event” applications sought \$125,129 in funding against gross project costs of \$550,380.

During the period from December 27th through to the deadline, several groups reached out for clarification regarding the application. Those that reached out through email received a response, and those that called, were directed to the Chief Administrative Officer (CAO). If their questions could not be answered, it was decided by the CAO that those that called during that period would be allowed to submit an application after the deadline.

On January 21st and March 10th, 2020, the Together CK Grant Review Committee met to review and consider each application received. As a result of the review, thirty-four applications have been recommended for funding (as set out in more detail below).

The Together CK Review Committee evaluated each application against CK Plan 2035 Areas of Strategic Focus and the grant guidelines and priorities. The Review Committee proceeded on the assumption that it had a total of \$200,000 available for distribution. The total amount requested for funding exceeded the funding budget.

Significant Events

There is one application that the Review Committee determined was not classified as an event, but a program. The committee decided not to fund the application and requested the grant administrator speak with the group and encourage them to apply for funding through Together CK Community Projects.

The recommendation of the Review Committee is to fund “Significant Event” applications received prior to the deadline at 100% of their requested amount and to use the remaining funds to provide grants to the balance of the applications until the funds are fully allocated. Those applications received after the deadline are recommended for approximately 84% of their requested grant amount.

Four applications were received requesting “Significant Event” funding. Of the four applications, two applications were received before the deadline. Those applications

requested \$37,736 against total event costs of \$253,681. The two applications received after the application deadline requested \$42,500 against total event costs of \$213,003.

It is the recommendation of the Together CK Review Committee, to fund the four events for a total of \$73,436 with the remaining balance of \$26,564 from the “Significant Event” fund being directed to fund projects in the “Community Event” stream.

The “Significant Events” recommended for funding can be found in Appendix A.

Community Events

The Review Committee proceeded on the assumption that it had a total of \$100,000 available for distribution plus the rollover from the “Significant Events” stream of \$26,564 for a total of \$126,564. The total amount requested for funding exceeded the funding budget.

The recommendation of the Review Committee is to fund applications for “Community Events” received prior to the deadline at 100% of their requested amount and to use the remaining funds to provide grants to the balance of the applications until the funds are fully allocated. Those applications received after the deadline are recommended for approximately 84% of their requested grant amount.

Thirty applications were received requesting event funding.

Of the thirty applications, twenty-three applications were received before the deadline. Those applications requested \$102,029 against total event costs of \$426,880.

It is the recommendation of the Together CK Review Committee, to fund the twenty-three events for a total of \$102,029.

The seven applications received after the application deadline requested \$27,500 against total event costs of \$123,500. It is recommended these applications receive \$23,100 in grants, approximately 84% of the group’s grant requests.

The “Community Events” recommended for funding can be found in Appendix B.

It is recommended that the balance of the events funds of \$1,436 be rolled over to fund 2021 events.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

These recommendations were reviewed and are supported by the CPF Review Committee. The CPF Review Committee consists of eight citizen representatives and seven municipal staff members. The staff members are:

1. Manager, Corporate Initiatives, Chief Administrative Office (Chair)
2. Manager, Chatham-Kent Library Services, Community Human Services
3. Project Manager, Transit, Infrastructure and Engineering Services
4. Planner II, Planning Services, Community Development
5. Budget Analyst, Finance, Budget and Information Services
6. Coordinator, Data Management, Finance, Budget and Information Services

The citizen representatives are:

1. Janet Barnes
2. Linda Clendenning
3. Sarah Herr
4. Kelly Gottschling
5. Mike Lowther
6. Libby Passmore
7. Marlee Robinson

8. Fannie Vavoulis

Financial Implications

The financial implications of the recommendations made in this report are fully discussed in the comments section above.

Prepared by:

Reviewed by:

Amy Wilcox, FCPA, FCMA, PMP
Manager, Corporate Initiatives

Don Shropshire
Chief Administrative Officer

C: The CPF 2020 Review Committee

Attachments:

Appendix A: "Significant Events" Recommended for Funding - 2020

Appendix B: "Community Events" Recommended for Funding - 2020

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Appendix A: "Significant Events" Recommended for Funding - 2020

Organization	Event Name	Requested	Event Cost	Grant Recommended
Armoury Christmas Market	Armoury Christmas Market	\$25,000	\$135,503	\$21,000 (84%)
Festival of Nations Committee	Festival of Nations 2020	\$25,000	\$200,000	\$25,000
Retrofest	Retrofest	\$12,736	\$53,681	\$12,736
Wallaceburg Antique Motor & Boat Outing	WAMBO	\$17,500	\$77,500	\$14,700 (84%)
	Totals	\$80,236	\$466,684	\$73,436

Appendix B: “Community Events” Recommended for Funding - 2020

Organization	Event Name	Requested	Event Cost	Grant Rec.
Blenheim Classic Auto Show	Blenheim Classic Auto Show	\$4,000	\$10,276	\$4,000
Canadian Carvapalooza	Canadian Carvapalooza	\$5,000	\$12,000	\$5,000
Chatham Canada Day Fireworks	Canada Day Fireworks	\$5,000	\$16,000	\$5,000
Chatham-Kent Gay Pride Association	Pride in CK	\$5,000	\$12,500	\$5,000
Chatham-Kent Health Alliance Foundation	Home for the Holidays Winter Festival	\$5,000	\$35,000	\$4,200 (84%)
CK and Lambton Childrens Water Festival	CK & Lambton Childrens Water Festival	\$5,000	\$49,850	\$5,000
Chatham Kinsmen Club	Chatham Kinsmen Fair	\$5,000	\$21,000	\$5,000
CK Scooter Festival Committee	2020 CK Scooter Festival	\$2,469	\$6,009	\$2,469
Community Living Wallaceburg	3 Rivers Roll 2020	\$2,675	\$8,675	\$2,675
Crossroads Back to the Future	Crossroads for the Future	\$2,500	\$5,000	\$2,100 (84%)
Dresden Sidestreets Youth Centre	Downtown Dresden Night Market Series	\$5,000	\$27,000	\$4,200 (84%)
FireFest	FireFest 2020	\$5,000	\$30,000	\$5,000
Glad Tidings Community Church	Canada Day in the Park	\$5,000	\$25,000	\$5,000
Kiwanis Club of Ridgetown	East Kent Celebrates Canada Day	\$5,000	\$20,000	\$5,000
Knights of Pythias	Knights of Pythias Christmas Parade	\$3,000	\$10,000	\$3,000
Mary Webb Cultural and Community Centre	We've Got Talent	\$5,000	\$25,000	\$5,000
Positivity Day CK	Positivity Day in CK	\$5,000	\$35,000	\$4,200 (84%)
Royal Canadian Legion Merlin Branch 465	Merlin Family Fun Day	\$2,500	\$11,000	\$2,500
Soar Innovation Development Initiative Inc.	EVOKE – CK Entrepreneurship Week	\$5,000	\$23,500	\$5,000
Thamesville Threshing Festival	Annual Thamesville Threshing Festival	\$5,000	\$34,000	\$5,000
Tilbury BIA	Canada Day Fireworks in Tilbury	\$5,000	\$14,500	\$5,000
Tilbury Kinsmen Club	End of Summer Concert	\$5,000	\$11,000	\$5,000
Tilbury Lions Christmas Light Festival	Tilbury Lions Christmas Light Festival	\$5,000	\$30,000	\$5,000
Two Creeks Conservation	Summer Concert Series	\$5,000	\$20,000	\$5,000
Wallaceburg & District Chamber of Commerce	Wallyfest	\$2,385	\$4,770	\$2,385
Wallaceburg and District Council for the Arts	Summer Concert Series	\$5,000	\$11,500	\$4,200 (84%)
Wallaceburg Kinsmen Club	Wallaceburg Kinsmen Pumpkinfest	\$5,000	\$16,800	\$5,000
Wheatley BIA	Wheatley Welcomes Hogs For Hospice	\$2,500	\$5,000	\$2,100 (84%)
Wheatley Fish Festival Committee	Wheatley Fish Festival	\$5,000	\$15,000	\$5,000
Wheatley Horticultural Society	Wheatley Trails Grand Opening	\$2,500	\$5,000	\$2,100 (84%)
	Totals	\$129,529	\$550,380	\$125,129