
City of Kelowna

MEMORANDUM

DATE: April 2, 2002
FILE: 1850-20

TO: City Manager

FROM: Community Planning Manager

RE: Community Social Development Grants and Grants to Address the Sexual
Exploitation of Youth for 2002

REPORT PREPARED BY: Theresa Eichler

RECOMMENDATION:

THAT Council approve the recommendations from the Social Planning Board for grants to be allocated under the Community Social Development and Grants to Address the Sexual Exploitation of Youth programs in 2002, as set out in the Tables within this planning report and in accordance with Council Policies 218 and 277;

AND THAT Council approve the use of \$16,524 from the Social Development Grants Reserve (R117) to fund the Community Social Development Grant for 2002 beyond the \$50,000 budget for 2002.

REPORT:

The process for receiving and reviewing grants under the City's Community Social Development Grant and Grants to Address the Sexual Exploitation of Youth programs is now complete. This process is set out in Council Policies 218 and 277, which are attached to this report. The procedures for each grant program are quite different, but are carried out simultaneously by a sub-committee of the Social Planning Board.

The Grants Sub-Committee concluded its recommendations, following interviews on March 27th and 28th, 2002. Its recommendations were forwarded to the full membership of the Social Planning Board and the majority of the Board has responded in favour of the recommendations.

Council is now requested to approve the recommendations of the Social Planning Board regarding the grants under these two grant programs. The grants that are recommended are summarized in the ensuing tables, according to each grant program. The procedures outlined under Council Policy (218 and 277, attached) will continue to be followed in allocating the grants and administering the programs.

2002 Recommended Community Social Development Grants

Agency	Type of Grant	Description	Recommended Grant
Junior Achievement Okanagan	Special project	Fund conference for grade 9 students on the "Economics of Staying in School"	\$5,000
Tara Association for Personality Disorders	Operational	To help TARA can stabilize its services to the families and friends of people with Borderline Personality Disorder.	\$2,000
Okanagan Families	Special project	Coordinate parenting education activities in the community.	\$2,500
United Way	Special project	"Journey Forward" project to help community build consensus on human service issues with the intent of improving service alignment to local need.	\$19,500
Reach Out Youth Counselling Centre	Special project	"Leadership Camp" for 40 financially disadvantaged youth 13 to 15.	\$6,756
Kelowna Community Resources	Establishment	Establish a permanent volunteer centre for Kelowna.	\$12,000
Kelowna Community Resources	Establishment	Offer a psycho-educational group for those who have lost someone by suicide. 10 weeks	\$3,900
Kelowna Women's Shelter	Establishment	New program to offer a personal life-skills management workshop to survivors of domestic violence.	\$4,868
People in Motion (member of Central Okanagan Access Awareness Team)	Special project	Research & produce an updated version of the 1996 Access Guide	\$10,000
Total			\$66,524.00

Total 2002 Community Social Development Grant Budget is \$50,000

Reserves consist of \$43,409 in account R117 - Social Development Grants Reserve. Of recommended grants, \$16,524 is requested from this reserve.

2002 Recommended Grants to Address the Sexual Exploitation of Youth

Agency	Description	Recommended Grant
Servants Anonymous Society	Therapeutic mentorship program for 19 & under client base. Special techniques for recovering from traumatic events.	\$15,000
Central Okanagan Elizabeth Fry Society	Fund 2 10-week preventative groups for adolescent girls 12-14 who have been sexually exploited, or are at risk of sexual exploitation. Also a self defense course will be offered.	\$7,000
Total		\$22,000.00

We have \$22,000 in total available under this program based on the allocations from business licences obtained in 2001.

Theresa Eichler, MCIP
Community Planning Manager

Approved for Inclusion

R.L. (Ron) Mattiussi, ACP, MCIP
Director of Planning & Development Services

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CITY OF KELOWNA

COUNCIL POLICY MANUAL

POLICY:	218
PAGE:	1 of 4
APPROVAL DATE:	1998/11/09
RESOLUTION #:	R887/98/11/09
REPLACING #:	R962/1996/11/25 S1053/1992/09/14
DATE OF LAST REVIEW:	January 2000

SUBJECT: COMMUNITY SOCIAL DEVELOPMENT GRANTS

The purpose of the Community Social Development Grants program is to make available funding to non-profit organizations and community organizations offering social programs in the municipality of Kelowna. The grant program requires that all successful applicants of the program are:

- (a) required to give policy references as to how each proposal fits within the City's social policy framework as contained in Chapter 8 of the Official Community Plan;
- (b) operating from a primary prevention mandate in addressing social concerns;
- (c) be innovative in addressing social concerns;
- (d) promote volunteerism;
- (e) emphasize prevention in order to enhance, strengthen and stabilize family and community life, and improve peoples' abilities to identify and act on their own social needs;
- (f) all funded organizations must provide citizens with clear information on their operations and planning;
- (g) all funded organizations must use clearly identified needs and effective planning as the basis for the services provided;
- (h) all funded organizations must actively encourage coordination and co-operation with other service providers in the community.

Social development grant funding is not available for programs primarily providing for recreation or leisure time pursuits.

Social development grant funding is not available for programs which offer direct financial assistance to individuals or families, or are primarily rehabilitative or crisis oriented in nature.

Social development grant funding is not available for programs which duplicate services that fall within the mandate of a senior government agency. Limited capital costs are eligible but will not include major building projects.



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SUBJECT: COMMUNITY SOCIAL DEVELOPMENT GRANTS

GRANT CATEGORIES

I. Establishment Grant

Purpose:

To cover needs and expenses for organizations and groups in their formative stages of development.

Assistance Categories:

Areas eligible within this grant include such items as supplies, administrative and facility costs, advertising and training expenses.

Who May Apply:

Registered non-profit societies and non-profit organizations delivering social programs (*must have established a set of working rules and regulations and a banking account in the group's name*) in the City of Kelowna. The establishment grant would be available on a one time only basis for organizations.

Funding Levels:

Grants shall not exceed 50% (fifty percent) of the establishment costs. The applicant is responsible for the provision of remaining funds.

II. Operational Grant

Purpose:

To provide funding to assist established non-profit groups, and non-profit organizations, with expenditures incurred in the operation and the delivery of their existing programs.

Assistance Categories:

Funding would be considered for administrative costs, program delivery, facility costs, and technical/material assistance.

Who May Apply:

Registered non-profit societies and organizations delivering social programs (*must have established a set of working rules and regulations and a banking account in the group's name*) in the City of Kelowna.

Funding Levels:

Grants shall not exceed 25% (twenty-five percent) of the applicant's operational budget. The balance of funds required shall be provided by the applicant or from other private resources. Where the applicant is receiving funding from other levels of government or public agencies, the maximum grant shall not exceed 10% (ten percent) of the operational budget. This category is not intended to provide the basis for permanent operational funding.



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SUBJECT: COMMUNITY SOCIAL DEVELOPMENT GRANTS

GRANT CATEGORIES (Cont'd)

III. Special Projects Grant

Purpose:

To assist non-profit groups and non-profit organizations to stage special events or to operate short-term programs or projects (less than 12 months in duration). Projects must be clearly time-framed, not require permanent staff, and be projects which would not normally have been undertaken without this additional resource.

Assistance Categories:

To defer costs of hosting and promoting special events (i.e. facility rental, guest speakers, food, advertising, promotional items, etc.). To defer administrative and delivery costs for short-term programs/projects (supplies and materials, facility rental, non-capital equipment, and non-permanent staffing).

Who May Apply:

Registered non-profit societies and non-profit organizations (*must have established a set of working rules and regulations and a banking account in the group's name*) delivering social programs in the City (community) of Kelowna that may include youth programs, inter-agency coordination, seniors services, parent-child development, volunteer services, etc.

Funding Level:

Grants shall not exceed 80% (eighty percent) of the costs of the special project. The applicant is responsible for the provision of remaining funds required.

NOTE: The actual funding allocated under any grant category shall be at the discretion of City Council, after consideration of all requests received, the amount of funding available, and the priorities established.



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SUBJECT: COMMUNITY SOCIAL DEVELOPMENT GRANTS

Time Line:

1. Prior to the grants application deadline, City Planning Staff will hold an advertised public information session in January or February for grant applicants.
2. Completed grant applications must be submitted to Planning by City Hall closing time on the last Friday in February of the calendar year.
3. Applications will be reviewed by the Social Planning Board in March and recommendations will be forwarded to Council.
4. Council will review applications and recommendations in April.
5. Only those applicants that are short-listed and interviewed by the Social Planning Board will be advised of Council's decisions by the end of April or the first week in May.
6. Within 2 weeks of the date of the letter advising of the City's decision (as outlined above), applicants that were refused or had their funding request reduced, will have an opportunity to appeal the decision of the City to the Social Planning Board.
7. The Social Planning Board will review the appeal request and make a decision to reject the appeal, or recommend additional funding.
8. Any recommendation for additional funding, resulting from an appeal to the Social Planning Board, must be approved by Council.
9. The decision of the Social Planning Board regarding the appeal is final, subject to approval of any additional funding by Council, and the applicant will not have further opportunity for appeal.
10. All organizations approved for funding under the Community Social Development Grants program will be required to sign and adhere to the City of Kelowna's Letter of Agreement for Funding.
11. Funding will commence once the funding agreement has been received and is deemed satisfactory to municipal staff.
12. A three month time period will be given for applicants to claim their grants following written confirmation of the grant to the applicant. Any grant that is not claimed within the three month period will remain in the Community Social Development grant fund;
13. Any unused portion of the Community Social Development Grant appropriation will be carried over to the following year and operated similar to a reserve fund with interest accrued and the necessary administration of the fund managed by the City.

REASON FOR POLICY: As outlined in the introductory statement on page 1 of policy.

LEGISLATIVE AUTHORITY: Sec. 176, *Municipal Act*

PROCEDURE FOR IMPLEMENTATION: Applications are processed through the Planning Department.



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COUNCIL POLICY MANUAL

POLICY:	277
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APPROVAL DATE:	1998/11/09
RESOLUTION #:	R888/98/11/09
REPLACING #:	
DATE OF LAST REVIEW:	January 2000

SUBJECT: GRANTS TO ADDRESS SEXUAL EXPLOITATION OF YOUTH

As part of the City's commitment to assist the community in working to eliminate the sexual exploitation of youth, grants will be given to selected agencies on the basis of applications to be received and reviewed by the Social Planning Board. The Board's recommendations will be forwarded for endorsement by City Council.

- Money collected from business licences from escort services (#7430), body rub parlours/body painting studios (#0900) and dating services ((#1850) will be entirely re-directed from one year to be offered as grant money the following year (as a carry over);
- The amount of money available will be identified as part of the advertising process for these grants;
- Applications, deadlines, interviews and advertising for grants to address the sexual exploitation of youth will be simultaneous to the Community Social Development (CSD) grant process. The same application forms and advertisements will be used. Different terms of reference will be used.
- Further to the above, the time line specified under Policy 218 will also apply to these grants.
- The Social Planning Board will conduct the review process at the same time as the CSD grants to provide recommendations to Council.
- Youth will be defined as under 19 years of age for the purpose of these grants.
- The funded programs and projects must deal specifically with the sexual exploitation of youth and not other programs for youth or similar programs for adults 19 or over.
- The same agency may be funded more than once.
- There is no rule as to the amount of the total budget that is eligible for the grant, only that there is sufficient money available and that the criteria are met.
- All applications will be reviewed based on need, accountability of the proposal and meeting the criteria established.
- Planning Department staff will administer this grant process in the same manner as the CSD grants.



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DATE OF LAST REVIEW: January 2000

SUBJECT: GRANTS TO ADDRESS SEXUAL EXPLOITATION OF YOUTH

ELIGIBLE APPLICANTS

Eligible applicants for this grant program are defined as follows:

Registered Non-Profit Society - which is registered and incorporated under the Societies Act.

Community Organization - such an organization must also be non-profit and must have established a set of working rules and regulations and a banking account in the group's name.

REASON FOR POLICY: To create a defined process whereby agencies will be invited to submit applications for grants to address the sexual exploitation of youth.

LEGISLATIVE AUTHORITY: Section 176, *Municipal Act*

PROCEDURE FOR IMPLEMENTATION: Applications are submitted to the Planning Department.