



**City of Kingston
Report to Council
Report Number 15-376**

To: Mayor and Members of Council
From: Lanie Hurdle, Commissioner, Community Services
Resource Staff: Cheryl Hitchen, Manager, Social Policy & Strategic Community Development
Date of Meeting: September 15, 2015
Subject: Community Investment Fund Administration

Executive Summary:

In 2007, the United Way Kingston, Frontenac, Lennox and Addington (United Way) began administering the City's grant program, the Healthy Community Fund. In 2011, this fund was combined with the United Way's own grant process to create the Community Investment Fund. This created a streamlined process for community organizations to apply for both United Way grants and City of Kingston grants. The United Way continues to administer this program on the City's behalf at no cost to the City of Kingston. The purpose of this report is to seek approval to enter into an agreement with the United Way to continue the administration of this program.

Recommendation:

That the Mayor and Clerk be authorized to enter into an agreement acceptable to the Director of Legal Services with the United Way, Kingston, Frontenac, Lennox & Addington for the administration of the Community Investment Fund.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

Lanie Hurdle, Commissioner, Community Services

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Cynthia Beach, Corporate & Strategic Initiatives	Not required
Denis Leger, Transportation, Facilities & Emergency Services	Not required
Jim Keech, President and CEO, Utilities Kingston	Not required
Desiree Kennedy, Chief Financial Officer & City Treasurer	Not required

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Options/Discussion:

The City of Kingston currently has three main streams for grants to community organizations:

- Community Investment Fund (CIF)
\$190,000 budget – project grants
- Heritage Fund (CKHF)
\$184,000 budget – project and operating grants
- Arts Fund (CKAF)
\$500,000 budget – project and operating grants

The Community Investment Fund began in 2011 through a joint initiative with the United Way, Kingston, Frontenac, Lennox & Addington that brought together the City's former Healthy Community Fund grant program (established in 2002) and the United Way's grant program into a streamlined and coordinated process for distributing grants. The Community Investment Fund application process has been successfully implemented, reducing the amount of work for the organizations who apply for grants.

The United Way administers the granting process at no cost to the City. This process aligns efforts with the funding priorities of both the United Way and the City of Kingston. United Way funding is available for programs that address emerging needs and issues in Kingston, Frontenac, Lennox & Addington, while City of Kingston's funding provides support to programs and projects that are within the City's boundaries.

The Community Investment Fund granting stream disburses one-time grants of up to \$25,000 to organizations that meet an identified need and goal within one of the following three Community Impact Areas:

1. All That Kids Can Be
2. Healthy People, Strong Communities
3. From Poverty to Possibility

The United Way recruits volunteer panels to review applications and make funding recommendations. Bhavana Varma, President & CEO; Kim Hockey, Director of Community Investment; and Marg Kubalak, Senior Manager Community Investment, provide support and guidance to the review panel volunteers through this granting process. Cheryl Hitchen, Manager, Social Policy & Strategic Community Development, acts as a liaison for the City and ensures that the applicants are in good financial standing with the City of Kingston. All recommendations for funding from the City of Kingston are approved by City Council.

The existing administration agreement with the United Way has expired and therefore staff are requesting that a new agreement be established with the United Way to allow them to continue to administer the Community Investment Fund on the City's behalf.

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Existing Policy/By-Law:

Not applicable

Notice Provisions:

Not applicable

Accessibility Considerations:

The Community Investment Fund criteria encourage projects that promote inclusiveness and improving the community for all across the impact areas.

Financial Considerations:

The annual budget for the Community Investment Fund is \$190,000. All costs related to the administration of the Fund are borne by the United Way.

Contacts:

Lanie Hurdle, Commissioner, Community Services 613-5646-4291 extension 1231

Cheryl Hitchen, Manager, Social Policy & Strategic Community Development 613-546-4291 extension 4806

Other City of Kingston Staff Consulted:

Not applicable

Exhibits Attached:

Not applicable