



**City of Kingston
Report to Council
Report Number 15-006**

To:	Mayor and Members of Council
From:	Cynthia Beach, Commissioner, Corporate & Strategic Initiatives
Resource Staff:	Colin Wiginton, Cultural Director
Date of Meeting:	December 16, 2014
Subject:	Renewal of the Service Level Agreement between the City of Kingston and the Kingston Association of Museums, Art Galleries and Historic Sites (KAM) and Approval of the Project and Operating Grant Recommendations for the 2015 City of Kingston Heritage Fund

Executive Summary

The purpose of this report is twofold: (1) to ask Council to renew the existing Service Level Agreement between the City of Kingston and the Kingston Association of Museums, Art Galleries and Historic Sites (KAM); and (2) to ask Council to approve the recommendations submitted by the Kingston Association of Museums, Art Galleries and Historic Sites with regard to the 2015 City of Kingston Heritage Fund in support of both project and operating grants.

In 2011, the City of Kingston entered into a Service Level Agreement with the Kingston Association of Museums, Art Galleries and Historic Sites for the first time. This resulted in an initial allocation of funding being transferred to KAM from the Cultural Services Department's operating budget to support initiatives that aligned with the City's strategic priorities as identified in the Kingston Culture Plan and Kingston's Strategic Plan 2011-2014. This relationship has been renewed and expanded each year in exchange for an increased level of service.

As part of the 2014 Service Level Agreement, the Kingston Association of Museums, Art Galleries and Historic Sites was asked to develop and submit a management plan for the 2015 City of Kingston Heritage Fund that was approved by Council in June 2014. A sum of \$100,000 was approved as part of the 2014 operating budget for the Cultural Services Department to support the Heritage Fund and a sum of approximately \$37,400 of unallocated funds carried over from the 2014 grant cycle was also added to the envelope. In addition, a special one-time Project Grant fund of \$50,000 was also approved by Council in November 2013 to support community projects directly associated with the bicentennial of the birth of Sir John A. Macdonald.

December 16, 2014

Page 2 of 9

When the Heritage Fund was first introduced in 2013 it only included funding for project grants. In 2014, operating grants were added to the program. As a result, the Marine Museum of the Great Lakes will now participate as part of this competitive process, a requirement that was highlighted as part of the Museum's Service Level Agreement with the City of Kingston signed in 2012. The Marine Museum funding is currently included as a separate line item within the operating budget of the Cultural Services Department; however, the timing of budget approval is different from the Heritage Fund grants in that the current year funding allocation is budgeted in the same year, while the Heritage Fund grants are budgeted a year in advance. As a result, this triggers the need for one-time funding in the amount of \$65,000 in order to consolidate the Museum's budget envelope within the Heritage Fund budget envelope. This addresses a timing issue only and does not result in the Marine Museum receiving more than one allocation of annual funding each year. Pending Council approval, the total funding available for allocation through the Heritage Fund in 2014 would be \$252,390.

In September 2014, the Kingston Association of Museums, Art Galleries and Historic Sites convened a Grants Review Committee tasked with assessing the operating and project grant applications that had been submitted. The Board of Directors for the Kingston Association of Museums, Art Galleries and Historic Sites KAM unanimously approved the Committee's recommendations in October 2014.

The 'Year End Report to the City of Kingston' submitted by the Kingston Association of Museums, Art Galleries and Historic Sites in November 2014 is attached to this Report as Exhibit 'A' and fulfills the requirements of their most recent Service Level Agreement. This year-end report provides an overview of KAM's activities over the past year and also includes the recommendations regarding the distribution of the project and operating grants through the City of Kingston Heritage Fund totaling \$238,245.45, outlined in Appendix A.

Recommendation

That the Mayor and Clerk be authorized to execute a Service Level Agreement between the City of Kingston and the Kingston Association of Museums, Art Galleries and Historic Sites (KAM) acceptable to the Director of Legal Services that identifies the services to be provided by KAM and the associated funding to be issued by the City of Kingston for those services; and

That Council approve the recommendations submitted by the Kingston Association of Museums, Art Galleries and Historic Sites with regard to the 2015 City of Kingston Heritage Fund in support of both project and operating grants as outlined in the 'Year End Report to City of Kingston, November 2014', Appendix A; and

That the Kingston Association of Museums, Art Galleries and Historic Sites be directed to release the project and operating grant funds totaling \$238,245.45 to the successful applicants; and

That funding in the amount of \$65,000 from the Working Fund Reserve be approved as one-time funding for the Heritage Fund in 2014 in order to address budget approval timing differences between the Marine Museum of the Great Lakes and the Heritage Fund program.

December 16, 2014

Page 3 of 9

Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

Cynthia Beach, Commissioner,
Corporate & Strategic Initiatives

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Lanie Hurdle, Community Services	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	

December 16, 2014

Page 4 of 9

Options/Discussion

In 2011, the City of Kingston entered into its first Service Level Agreement with the Kingston Association of Museums, Art Galleries and Historic Sites (KAM). An initial allocation of \$45,000 was transferred to KAM from the Cultural Services Department operating budget to support initiatives that align with the City's strategic priorities as identified in the Kingston Culture Plan and Kingston's Strategic Plan 2011-2014. This relationship was renewed and expanded in 2012 requiring that additional services be provided in exchange for an increase in funding that totalled \$90,000. The City has continued to renew its Service Level Agreement with KAM each year and, at this time, it is being recommended the Service Level Agreement be renewed again in 2015 in relation to the services being provided.

'Year End Report'

In November 2014, KAM submitted a 'Year End Report' that provides an overview of their activities, including the services identified as part of their current Service Level Agreement and in keeping with the principles and intent of the Kingston Culture Plan, Kingston's Strategic Plan 2011-2014 and the Integrated Cultural Heritage and Cultural Tourism Strategy. A copy of the 'Year End Report' is attached to this Report as Exhibit 'A' as evidence of the work completed to date. A summary of selected activities includes:

- Administered the Heritage Fund grants awarded in 2014, the development and implementation of a 2015 Management Plan for the City of Kingston Heritage Fund, and the administration of the call for submissions for 2015 grant applications and Heritage Fund Jury deliberations;
- Provided updated contact and organizational data in support of the City of Kingston's Culture Map and resource database initiative;
- Supported the funding application, implementation and on-going delivery of the Kingston Arts Council's *When Art Meets Business* initiative and the City of Kingston's *Business for the Arts: artsVest* initiative;
- Ongoing participation in the City of Kingston's Museums and Collections Advisory Committee and the Museum Sector Working Group;
- Nominated the City of Kingston for Heritage Canada's *Prince of Wales Prize for Municipal Leadership in Heritage*;
- Assumed active role in the reorganized Kingston Regional Heritage Fair Committee including planning for the Ontario Provincial Heritage Fair in 2015 and the showcasing Kingston region filmmakers from the Heritage Fair's *Young Citizens* program as part of the 2015 Kingston Canadian Film Festival;
- Expanded partnership with Kingston Trolley Tours and engaged in an on-going discussions regarding the development of a Kingston City Pass;
- The adoption of a first-ever Strategic Plan, developed with the support of Queen's School of Business;
- Piloted the *Beyond Classrooms – Kingston* initiative, an innovative educational model that transforms a museum or other site into a host classroom for elementary students;

December 16, 2014

Page 5 of 9

- The development of a special exhibition featuring artefacts from many KAM member sites in cooperation with Fort Henry; and
- Worked with TV COGECO to develop a concept for one-minute promotional videos for KAM member sites.

Renewing the Existing Service Level Agreement

At this time, it is recommended the City of Kingston renew its Service Level Agreement with KAM as it is the opinion of staff that work on the services previously identified has been successfully completed. The renewal of the existing Service Level Agreement is also necessary to ensure KAM continues to build on what has been achieved to date and that it maintains the capacity it has developed to administer the City of Kingston Heritage Fund in 2015. A Service Level Agreement is also necessary to support the work of the Culture Services Department and the on-going implementation of many of the recommendations included in the Kingston Culture Plan and the Integrated Cultural Heritage and Cultural Tourism Strategy.

The necessary funds have already been allocated as part of its 2014 Operating Budget approved by Council and must be expended as part of that budget envelope.

The City of Kingston Heritage Fund

The creation of the City of Kingston Heritage Fund was recommended in the Kingston Culture Plan and established in 2013 with an initial allocation of \$100,000 to support project grants only. In June 2014, Council approved the management plan prepared by KAM for an expanded 2015 Heritage Fund that includes project grants as well as two streams of operating grants (Full Operating Grants and Investment Operating Grants) amounting to \$165,000 (\$100,000 is the regular allocation; \$65,000 is the amount annually budgeted to support the operations of the Marine Museum of the Great Lakes at Kingston). This management plan also included a one-time project grant fund of \$50,000 dedicated to support community projects directly associated with the bicentennial of Sir John A. Macdonald. A sum of approximately \$37,400 of unallocated funds was also carried over from the 2014 grant cycle and added to the envelope. In total, the allocation available for distribution was \$252,390.

The Grants Review Committee convened by KAM met three times in September and October 2014 to consider the applications received. Council appointed Councillors Lisa Osanic, Liz Schell, Jim Neill and Rob Hutchison to participate in this process as non-voting members and Paul Robertson, City Curator, Cultural Services, also participated as a non-voting member. In addition, members of the Grant Review Committee (voting) included Brian Osborne (Chair), Patricia Fiori (Co-Chair), Marcus Letourneau, Laura Murray, Sheryl Ferguson Badham, Tabitha Renaud and Lena Beliveau. Anne Blake (Managing Director, KAM) and Deborah Holdich (Coordinator, KAM) supported the process as non-voting participants. Committee meetings were structured to review operating and project grant applications separately. Funding allocations were made at the third and final meeting based on the assessment criteria used by the Committee members.

December 16, 2014

Page 6 of 9

Seventeen applications in all were considered representing a total request of \$312,712 in funding. As the funding envelope available for distribution was limited to \$252,386 that necessitated serious discussion and decision making on the part of the Grants Review Committee. This was a major shift from the previous grant 2014 grant year that saw the Heritage Fund undersubscribed.

In general, the Grants Review Committee was pleased with the diversity of projects submitted and was impressed that the overall calibre of the applications had improved since the previous year. A grant writing workshop sponsored by KAM appears to have been an effective tool to help applicants. Each of the projects proposed explores different aspects of the Kingston story and the Heritage Fund permits these stories to be told in ways that make them accessible.

Nine of the seventeen applications submitted were from organizations external to KAM's own member institutions, indicating that the broader heritage community in Kingston is aware of this funding opportunity and interested in applying. In its deliberations, the Review Committee was diligent in its evaluation of each application to ensure: (1) the proposed project fit the Heritage Fund criteria; (2) the proposal provided clear objectives and a thorough analysis of all relevant details for a successful project; and (3) the applicant demonstrated the capacity to deliver the project.

The Grants Review Committee provided constructive feedback in response to each and every application and it should be noted that only one application was not recommended to receive funding.

Funding Recommendations, Operating Grants

New for 2015, operating grants are intended to assist in providing a stable base of funding for Kingston's cultural heritage organizations and, by so doing, to enhance their sustainability. They are also intended to support core operating expenses as well as program-related costs. In response to the needs of the community, the management plan actually includes two different levels of support: (1) Full Operating Grants and (2) Investment Operating Grants. Full Operating Grants are designed to support larger, well established organizations that operate year round to a maximum of \$75,000 annually. Investment Operating Grants are designed to support smaller scale organizations that operate on a seasonal or otherwise limited basis and to a maximum of \$5,000 annually.

In the first year operating grants were offered, the total request for Full Operating Grants was \$150,000 and the total amount of money recommended for approval is \$135,000. The total request for Investment Operating Grants was \$12,300 with the full amount recommended for approval.

Funding Recommendations, Project Grants

The total funding request for project grants was \$112,783 and the amount recommended for approval is \$55,059.

December 16, 2014

Page 7 of 9

Funding Recommendations, Project Grants, Sir John A. Macdonald Bicentennial

From time to time, special project grants may be approved by Council to further the implementation of the Kingston Culture Plan and to help Kingston's heritage sector tell the Kingston story. In anticipation of the celebration of the bicentennial of the birth of Sir John A. Macdonald, Council approved a special one-time project grant envelope of \$50,000 to support community projects directly associated with Macdonald and his relationship to Kingston.

All of the Sir John A. Macdonald-related applications were approved at the requested amounts although, in some cases, the Grants Review Committee requested that specific conditions be met by an applicant as a condition of funding. The total request for funding for the Sir John A. Macdonald project grants was \$35,886.20, leaving \$14,113.80 unallocated to be retained by the City.

Summary

The Grants Review Committee recommended the operating and project grant allocations according to a 70:30 ratio. This was a percentage share anticipated when the Heritage Fund was originally designed. Following the review process a total of \$27.29 remains unallocated in relation to the project and operating grants and a total of \$14,113.80 remains unallocated in relation to the Sir John A. Macdonald-related project grants. These unallocated monies will be returned to the City.

The following table highlights the funding being recommended and more detailed information is provided as part of Exhibit A that is attached to this report.

Applicant	Grant Stream	Approved
Museum of Health Care at Kingston	Full Operating	\$70,000.00
Marine Museum of the Great Lakes at Kingston	Full Operating	\$65,000.00
Frontenac County Schools Museum	Investment Operating	\$5,000.00
Kingston Regional Heritage Fair	Investment Operating	\$2,300.00
HIV/AIDS Regional Services per National Aboriginal Day Committee	Investment Operating	\$5,000.00
Community Living Kingston	Project	\$11,500.00

December 16, 2014

Page 8 of 9

International Hockey Hall of Fame/Film Festival	Project	\$1,000.00
Cataraqui Cemetery	Project	\$3,575.25
Kingston Historical Society	Project	\$7,000.00
Lower Burial Ground Restoration Society	Project	\$5,424.00
Friends of the Penitentiary Museum	Project	\$14,060.00
CFRC Radio	Project	\$12,500.00
Marine Museum of the Great Lakes at Kingston	Sir John A. Macdonald	\$8,886.20
Kingston Historical Society	Sir John A. Macdonald	\$10,000.00
Frontenac Heritage Foundation	Sir John A. Macdonald	\$7,000.00
Museum of Health Care at Kingston	Sir John A. Macdonald	\$10,000.00
TOTAL		\$238,245.45

Next Steps

In accordance with the existing Service Level Agreement with KAM, a review of the 2015 Heritage Fund management plan will be undertaken and recommendations made for improvements and enhancements to the existing program in 2016. City staff will also be working to increase the funding envelope available in response to what was recommended in the Kingston Culture Plan when developing future budgets on an annual basis.

Existing Policy/By-Law

Investing in the Kingston Association of Museums, Art Galleries and Historic Sites through a Service Level Agreement and expanding the City of Kingston Heritage Fund aligns with a number of recommendations identified in the Kingston Culture Plan approved by Council in

December 16, 2014

Page 9 of 9

September 2010 and supports priorities identified as part of Kingston's Strategic Plan, 2011-2014.

Notice Provisions

Not applicable

Accessibility Considerations

Not applicable

Financial Considerations

Funding for the Kingston Association of Museums, Art Galleries and Historic Sites in 2015 in the amount of \$92,850 was included and approved as part of the 2014 Operating Budget for the Cultural Services Department. The funds available to support the City of Kingston Heritage Fund in 2015 totalling \$100,000 were also approved as part of the 2014 Operating budget for the Cultural Services Department. A sum of approximately \$37,400 of unallocated funds carried over from the 2014 grant cycle was also approved for distribution as part of the 2015 Heritage Fund. Funding for the one-time Sir John A. Macdonald bicentennial project grants were approved by Council in November 2013 from the Working Fund Reserve as part of a larger funding envelope. One-time funding in the amount of \$65,000 from the Working Fund Reserve in 2014 is also required to address budget approval timing differences between the Marine Museum of the Great Lakes current budget allocation and the funding envelope for the expanded Heritage Fund program.

Contacts

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Colin Wiginton, Cultural Director, 613-546-4291, extension 1357

Other City of Kingston Staff Consulted

Paul Robertson, City Curator

Alan McLeod, Senior Legal Counsel

Jennifer Waldron, Financial Analyst

Exhibits Attached

Exhibit 'A': Year End Report to the City of Kingston, November 2014, Kingston Association of Museums, Art Galleries and Historic Sites



kingston
association
of museums
art galleries +
historic sites

Year End Report

To the City of Kingston

November 2014

Year End Report to the City of Kingston – November 2014

The Kingston Association of Museums, Art Galleries and Historic Sites, Inc. (KAM), is pleased to submit a report of its ongoing activities as required under the conditions of the April 2014 Service Level Agreement between the Corporation of the City of Kingston and KAM.

Since KAM's November 2013 report to the City, work by KAM's Board, staff and committees continues to move the organization forward. Information on the work of the organization over the past year is detailed below.

With respect to the status of specific services outlined in the Service Level Agreement:

1) City of Kingston Heritage Fund: The Final Report of Heritage Fund Jury deliberations, and recommendations for 2015 grant allocations, is attached as Appendix A. Additional tasks completed on the Heritage Fund portfolio include:

- Preparation of a revised administrative plan for the 2015 Heritage Fund, including the development of two operating grant streams, and a thematic project grant stream (Sir John A. Macdonald focused);
- Administered call for submissions for 2015 grant applications. Approach to the sector was broadened, including: written, direct notification to an expanded and updated contact list for the sector; public information meeting; and personal, verbal follow-up with contacts on the sector list, undertaken by several KAM Board members. In addition, efforts were undertaken to support collaborative applications by linking potential and non-traditional partners, and to mentor potential applicant groups with little grant writing experience.
- On-going Administration of the 2014 Heritage Fund over the past year consisted of: contracting with the successful applicants, grant issuance, and on-going monitoring of project status. Interim reports for all projects have been received and are on file.
- A review of the 2014 application and adjudication process was undertaken. Data collected from meetings of: the Grants Review Committee; applicants (both successful and unsuccessful); KAM's Board of Directors; the cultural heritage sector; and the general public; were incorporated into the 2015 Administrative Plan, and/or subsequent application, guidelines, and standard operating procedures.



Year End Report to the City of Kingston – November 2014

- Development and delivery of a grant writing workshop, which was attended by 17 individuals representing ten cultural heritage organizations.

2) Cultural Resource Database/Cultural Map:

- Provided updated contact and organizational data in support of the City of Kingston's cultural mapping and resource database project.

In its day to day work, KAM continues to partner with Cultural Services, KAM's members and the broader cultural heritage sector, to grow capacity and to develop and implement projects and initiatives in keeping with the principles and intent of the Kingston Culture Plan, and Kingston's Strategic Plan 2011-2014. KAM is also prepared to work with the City of Kingston to implement the objectives of Integrated Cultural Heritage and Cultural Tourism Strategy document, when invited to do so. Since November of 2013, KAM has:

- Supported funding application, implementation, and on-going delivery of Kingston Arts Council's *When Art Meets Business* initiative;
- Supported funding application, implementation, and on-going delivery of the City of Kingston's *Business for the Arts: artsVest* initiative;
- Supported the City of Kingston's bid for Intelligent Community status;
- Nominated the City of Kingston for Heritage Canada's *Prince of Wales Prize for Municipal Leadership in Heritage*;
- Participated as an active member of the City of Kingston's Museum and Collections Advisory Committee, and the Museum Sector Working Group subcommittee;
- Assumed an active role in the reorganized Kingston Regional Heritage Fair Committee, including: work on planning for hosting the Ontario Provincial Heritage Fair in Kingston in 2015; and showcasing Kingston region filmmakers from the Heritage Fair's *Young Citizens* program as part of the 2015 Kingston Canadian Film Festival;
- Expanded partnership with Kingston Trolley Tours by incorporating a 'passport' component; engaged in on-going discussions regarding the development of a Kingston City Pass.

KAM's Board of Directors has adopted its first Strategic Plan, developed with the support of Queen's School of Business - Consulting Services. This document establishes clear goals and objectives which will lead KAM's organizational development over the next five years. KAM investigated the efficacy of undertaking an Economic Impact Analysis for the sector also with the support of Queen's School of Business, however, based on the advice of the Consulting group, this project has been deferred pending the development of a marketing and communications strategy for KAM in the fall of 2014.

Year End Report to the City of Kingston – November 2014



KAM's *Beyond Classrooms – Kingston* initiative, modeled on Calgary's Open Minds concept, successfully rolled out two pilot weeks at the Miller Museum of Geology this spring, hosting elementary classes from both Boards of Education. The pilot exceeded all expectations in the

impact it had both on the host site, its visiting classes, and those invited to observe. In addition to the expanded geology, mineralogy and paleontology content made possible by the extended programming period, guest presenters enriched content delivery, exposing students to cultural and spiritual perspectives on rocks and minerals, as well as the application of geology and mineralogy study in the work of archaeologists, architects, and mining engineers. Eight weeks of programming at four sites is being offered during the 2014-2015 school year. Two weeks of programming has already been delivered at the Agnes Etherington Art Centre. We look forward to spending two weeks at City Hall in January/February 2015 with classes from Truedell and Frontenac Public Schools.



Thanks to initiatives spearheaded by Fort Henry and TV COGECO, two collaborative exhibition and marketing projects were developed. Fort Henry generously made a casemate available and underwrote curatorial costs for the establishment of a community exhibit. All KAM member museums, galleries, and historic sites were each invited to submit a single object for display and interpretation in the exhibit, which provided participating sites and KAM with a unique opportunity to showcase their collections and sites to Fort Henry's audience. This exhibit will continue to be on display at Fort Henry through 2015.



TV COGECO, through the community programming vehicle, has offered to run one minute promotional videos of KAM's member sites. KAM is serving as a coordinator for this project, which is expected to begin airing later this Fall.

Year End Report to the City of Kingston – November 2014

Upon submitting its report to KAM's Board of Directors, the Heritage Fund Jury recommended that Council be made aware of the future financial implications of the recommended 2015 operating grant allocations. The allocations made this year will have consequent financial effects on the 2016 (and beyond) Heritage Fund operating grant program due to the structure of the program as outlined in the Heritage Fund Administrative Plan. The Administrative Plan currently states that recipients of operating funding will normally be eligible to receive a minimum of 80% of the previous years' funding in each successive year that the competition is run (100% in year one, 80% in year two, 64% in year three, and so on). This clause, which also appears in the Arts Fund Administrative Plan, was put in place to meet the Culture Plan objective of delivering stable funding for the sector – particularly in the absence of a multi-year funding option.

For 2015, a total of \$147,000 in operating funding has been recommended. For 2016 therefore, the anticipated request from the 2015 recipients alone will be 80% of that total (\$118,000). In addition, 8 new groups that were awarded project grants in 2015 will be eligible to apply for operating grants in 2016, which will increase the amount of funding needed.

When the Heritage Fund was established, a 70:30 allocation ratio was targeted for the ratio of operating grants awarded compared to project funds awarded. As noted in the committee report (attached) this ratio was achieved in the allocations recommended for 2015. Should the same ratio be applied in 2016 to the total Heritage Fund allocation of \$173,000 currently anticipated in the Cultural Services budget, a total of \$121,000 would have to be earmarked for operating grant awards in 2016. This leaves virtually no room for growth in the operating categories, and a net decline in funding available in the project category to approximately \$52,000 if more money is not made available.

The total number of applications has grown from seven in the first year to seventeen in the second year of the program alone. This building of momentum in Heritage Fund applications has (in the words of the City's Culture Plan) nurtured "the capacity and quality of heritage in Kingston while fostering excellence, stimulating economic development and tourism related to heritage", and supported "initiatives that align with the City's strategic priorities with an emphasis on partnership building with other orders of government and the business and community spheres." Heritage Fund allocations also support municipal priorities related to the growth of cultural and heritage tourism in a post-industrial age. And yet, two years into the roll out of the Heritage Fund program, we stand poised to freeze funding levels, thereby risking a halt in hard won development in a sector already suffering from the effects of systemic funding instability.

Year End Report to the City of Kingston – November 2014

On behalf of the cultural heritage sector, KAM endorses the Heritage Fund Jury's position in urging Council to ensure that Culture Plan objectives for the Heritage Fund are met in this term of Council.

In summary, KAM is pleased to report considerable movement on a number of initiatives and projects related to its service level agreement with the City of Kingston. KAM wishes to acknowledge the support of the City in this regard, both from a financial perspective, and through the cooperation and support of City staff.

Respectfully submitted,



Mark Badham, President
Kingston Association of Museums, Art Galleries, and Historic Sites, Inc.

Attachments:

- Heritage Fund 2015 Jury Recommendations

APPENDIX A

REPORT TO CITY OF KINGSTON November 2014

2015 HERITAGE FUND JURY RECOMMENDATIONS

The Heritage Fund Jury and Grants Review Committee(s) have completed their task of reviewing 2015 Heritage Fund applications, and assigning recommended grant allocations to each.

Under the direction of Chair Brian Osborne, with the assistance of Patricia Fiori serving in the capacity of Co-Chair, the Grants Review Committee (including the Jury) met three times. In addition to the Chair and Co-Chair, Marcus Letourneau, Laura Murray, Sheryl Ferguson Badham, Tabitha Renaud and Lena Beliveau formed the Jury. Paul Robertson served as Cultural Services department representative on the Grants Review Committee, and Councillors Osanic, Neill, Schell, and Hutchison were appointed to the Committee by Council.

Committee meetings were structured to review Operating applications and Project applications separately. Funding allocations were allocated at the third and final meeting.

A total of seventeen applications were received, in the following categories:

	No of Applications	Amount Requested	
Project – Regular	8	\$112,783.42	
Project – Sir John A Macdonald	4	\$35,886.20	
Operating – Full	2	\$150,000.00	
Operating - Investment	3	\$12,300.00	
TOTAL Requested			\$312,712.02
TOTAL Available for Distribution			\$252,386.54

Given the discrepancy between the amount available for distribution and the amount requested, the Grant Review Committee faced some difficult decisions. Overall, the caliber of applications was improved over 2014 submissions.

All Sir John A Macdonald project applications were approved at requested amounts, although the Jury has requested that specific conditions be met by the applicant in several cases, as a condition of funding. These conditions will be communicated to the successful applicants at the time of notification of the success of their application.

APPENDIX A

Operating/project grant distribution at a 70:30 ratio - the percentage share anticipated in original Heritage Fund planning - was achieved. A total amount of \$27.29 remains unallocated in the regular project/operating categories. The amount of \$14,113.80 remaining in the Sir John A. Macdonald category will be returned to the City.

APPLICANT	GRANT STREAM	RECOMMENDED
Museum of Health Care	Full Operating	\$ 70,000.00
Marine Museum of the Great Lakes at Kingston	Full Operating	\$ 65,000.00
Frontenac County Schools Museum	Investment Operating	\$ 5,000.00
Kingston Regional Heritage Fair	Investment Operating	\$ 2,300.00
HIV/AIDS National Aboriginal Day	Investment Operating	\$ 5,000.00
Community Living Kingston	Regular Project	\$ 11,500.00
International Hockey Hall of Fame/Film Festival	Regular Project	\$ 1,000.00
Cataraqui Cemetery	Regular Project	\$ 3,575.25
Kingston Historical Society	Regular Project	\$ 7,000.00
Lower Burial Ground Society	Regular Project	\$ 5,424.00
Friends of the Penitentiary Museum	Regular Project	\$ 14,060.00
CFRC Radio	Regular Project	\$ 12,500.00
Marine Museum of the Great Lakes at Kingston	Sir John A Macdonald	\$ 8,886.20
Kingston Historical Society	Sir John A Macdonald	\$ 10,000.00
Frontenac Heritage Foundation	Sir John A Macdonald	\$ 7,000.00
Museum of Health Care	Sir John A Macdonald	\$ 10,000.00
TOTAL		\$ 238,245.45

	Requested	Recommended
TOTAL Full Operating Request	\$ 150,000.00	\$ 135,000.00
TOTAL Investment Operating Request	\$ 12,300.00	\$ 12,300.00
TOTAL Regular Project Request	\$ 112,783.42	\$ 55,059.00
TOTAL Sir John A Macdonald Request	\$ 35,886.20	\$ 35,886.20

KAM's Board of Directors ratified the recommendations above, at their October 2014 meeting.

Respectfully submitted,

Ann Blake
 Managing Director, KAM
 Staff support to the Heritage Fund Jury

APPENDIX A

Heritage Fund 2015 Project Concepts

Cataraqui Cemetery: Digitization and preservation of historic, hand-written cemetery ledgers and registers.

CFRC Radio: Speaking Stones: enhancement of *Stones Kingston* social history website; fresh content for interactive map and audio walking tours; translation.

Community Living Kingston: Accessible Museums Project: in partnership with museums, development of educational curriculum geared towards those with intellectual disabilities.

International Hockey Hall of Fame/Kingston Canadian Film Festival: Screening of the film *Father of Hockey* at the 15th annual Kingston Canadian Film Festival. The film follows the story of James Sutherland and his campaign to recognize Kingston as the birthplace of hockey and to found the hockey hall of fame.

Kingston Historical Society: Celebrating the Historical Society's 122nd anniversary, and its 90th year of operating the Murney Tower as a museum, through projects designed to revitalize the museum and to bring Kingston's history to a wider audience.

Lower Burial Ground: development of a professionally designed website which will provide historical information on one of the oldest grave yards in Ontario, those buried there, and their grave markers.

Friends of the Penitentiary Museum: Wayfinding street signage for museums and galleries in Kingston, through the development of two signed museum 'routes'.

Frontenac Heritage Foundation (Sir John A. Macdonald Project): Sir John A Macdonald's Rideau Street House: development and publication of an illustrated book on the history of 110 Rideau Street.

Museum of Health Care (Sir John A. Macdonald Project): development and installation of the exhibit *A Stubborn Illness: Health issues of the Macdonald Family*.

Kingston Historical Society (Sir John A. Macdonald Project): support for Historical Society projects related to the Sir John A. Macdonald Bicentennial.

Marine Museum of the Great Lakes (Sir John A. Macdonald Project): Development and installation of weather-resistant dry dock interpretive signage.