



REPORT

TO: Lorraine Hilton
Chief Administrative Officer

Date: April 1, 2021
File: 1850.02.21

FROM: Deb Hopkins
Corporate Officer

To COTW
April 12, 2021

RE: 2021 Grant in Aid Requests

PURPOSE

While the District of Highlands is not obligated to fund charitable or non-profit organizations, Council does consider requests for funding for the provision of programs and services to the community through the District's annual Grant in Aid process. Organizations requesting funding are generally expected to support their own programs through fundraising efforts rather than continued assistance from the District.

BACKGROUND

Applicants were encouraged to submit Grant in Aid forms by January 31, 2021 with the official deadline being February 28, 2021. The District placed an advertisement in the Goldstream Gazette and advertised the application period on the District's website.

The Grant in Aid Policy (attached) establishes the eligibility criteria for organizations and process for evaluating Grant in Aid applications. In 2013, Council adopted the recommendation from the Fiscal and Environmental Select Committee to set priority for grant funding as follows:

Priority 1:	Highland Heritage Park Society, Highlands District Community Association and any other local organization, along with West Shore Arts Council.
Priority 2:	Other organizations recommended to receive funding.

In accordance with the established application guidelines, grant requests are subject to the availability of sufficient funding within the District's annual budget and are generally intended for non-profit organizations providing a direct benefit to Highlands's citizens.

A summary table is included on pages 2-3 of this report listing the 2021 applications containing web links to additional information and indicating funding amounts provided by the District in 2020. In 2019, Council asked staff to present Grant in Aid applications to Council in the order in which they were received. The summary table is laid out as per this request and additional information regarding the proposed timing or COVID limitations of events is indicated in red font.

This year the District received 18 applications requesting a total of \$22,744 in grant funding. Three of the submitted applications are new requests: Highlands Stewardship Foundation, Greater Victoria BMX, and Green Teams of Canada. In addition, the HDCA has a revised community broom removal program proposal which has not previously been funded. If Council wishes to support this program, funding could be accommodated within the invasive species budget and could be processed as a reimbursement for a submitted invoice.

For further consideration, a table is attached indicating funds awarded each year going back to 2016 for organizations who applied for 2021 funding.

2019 & 2020 HISTORY

In 2020, 13 requests for funding totaling \$15,200 were received and the District awarded \$13,200 to various organizations as noted in the tables below. For additional context, in 2019, the total request was \$18,800 with Council awarding \$13,500 in grant in aid funding.

2021 GRANT IN AID REQUEST SUMMARY

Priority 1

Priority 2

Date Received	Organization	Request (\$)	Proposal	Previously Awarded (\$)
Jan-11	NEED2 Suicide Prevention Education and Support	500	Support the Youth Suicide Prevention Program including program delivery and volunteer management (not affected by the pandemic)	500
Jan-15	West Shore RCMP Detachment	2,899	Community Policing, West Shore Mental Health Support, West Shore Staff Support (not affected by the pandemic)	1,535
Jan-18	Royal Canadian Legion - BC/Yukon	595	Publication of Military Service Recognition Book & Veterans Support Programs including PTSD (not affected by the pandemic)	565
Jan-19	Royal Canadian Legion - Prince Edward #91	1,000	To provide homeless and less fortunate in the community with a community Christmas dinner in December, 2021	500
Jan-21	Highlands Stewardship Foundation	500	To collect water samples from Eagles Lake (not affected by the pandemic)	NEW
Jan-27	Highland Parks & Recreation Association	2,000	To complete installation of the seven remaining garden boxes and to sponsor two educational Zoom seminars (not affected by the pandemic)	No funds in 2020
Jan-28	Highland District Community Association	1,500	Highlands Fling (event usually held in September)	1,800
Jan-28	Highland District Community Association	3,500	New program for community broom collection and disposal, May 2021	NEW
Jan-29	Highland Heritage Park Society	3,000	To assist with community events and programs and ongoing maintenance costs of the park buildings and grounds (not affected by the pandemic)	3,000
Jan-29	Habitat Acquisition Trust (Goldstream Neighbourhood House)	1,500	Goldstream Chums Corporate Sponsorship Program (program generally runs in the Fall)	1,500

Jan-29	Bike Victoria Society	500	General coordination of Spring and Fall Go By Bike Weeks, including Celebration Stations, team leader kits and resources and website support for participants (May/June 2021 and Fall 2021 event date TBD)	500
Jan-29	West Shore Arts Council	1,000	Support for a virtual gallery project and funds to promote space for artists at the Mary Lake Sanctuary (not affected by the pandemic)	1,000
Feb-01	Intermunicipal Advisory Committee on Disability Issues (IACDI)	200	Support for people with disabilities hosting 6-8 music nights and assisting with transportation for the Highlands Music Coffee Houses (Highlands Music Coffee Houses in person and/or online)	200
Feb-01	JDF Performing Arts Centre Society	50	Assist in securing a real estate development professional to assist through the next steps in identifying and procuring a site for the facility in the West Shore (not affected by the pandemic)	100
Feb-16	Peninsula Streams Society	1,000	Funds will support the construction phase of the fishway project initiated in 2020 (not affected by the pandemic)	1,500
Feb-23	Capital Region Food and Agriculture Initiatives Round Table	500	To support hosting the annual Good Food Summit. Funds would go towards budget for virtual events for speakers and workshops (not affected by the pandemic, Summit date TBD)	500
Feb-24	Greater Victoria BMX	500	To initiate a Bike Loaner Program to provide area residents the opportunity to try the sport of BMX for the park located at West Shore Parks and Recreation (not affected by the pandemic)	NEW
Feb-27	Greater Victoria Green Teams (Green Teams of Canada)	2,000	To support the cost of organizing and running one GVGT hands-on environmental education and ecological restoration volunteer activity in the District of Highlands (date TBD)	NEW
Total Requests Received	18	\$22,744	Total Funds Awarded in 2020	\$13,200

Priority 1 Priority 2

Historical Overview of Grants in Aid Applied for in 2021

Priority	Organization	2021	2020	2019	2018	2017	2016
1	HDCA (fling)		1,800	3,000	2,800	2,500	2,000
1	HDCA (broom)*		-	-	-	-	-
1	HHPS		3,000	2,500	2,500	2,500	2,500
1	HPRA		No funds	2,000	2,000	2,000	-
1	HSF*		-	-	-	-	-
1	WS Arts Council		1,000	500	1,000	200	1,200
2	Bike Victoria Society		500	200	-	250	150
2	CRFAIR		500	-	-	-	-
2	Greater Vic BMX*		-	-	-	-	-
2	GVGT*		-	-	-	-	-
2	Habitat Acquisition Trust		1,500	800	800	1,500	1,450
2	IACDI		200	200	200	200	200
2	JDF Performing Arts		100	400	-	-	300
2	NEED2		500	500	600	600	600
2	Peninsula Streams		1,500	1,000	1,000	-	-
2	Royal Canadian Legion BC/Yukon		565	-	-	-	-
2	Royal Canadian Legion Prince Edward		500	300	-	-	-
2	West Shore RCMP		1,535	1,600	1,600	1,600	1,600
	TOTALS:		13,200	13,000	12,500	11,350	10,000

* New request in 2021

RECOMMENDATION

That Council provide direction to staff on the allocation of Grant in Aid funding for 2021.

Respectfully submitted,



Deb Hopkins
Corporate Officer

CAO Concurrence,



Lorraine Hilton
Chief Administrative Officer

Attachments:

1. 2021 Grant in Aid Applications (see web links in the table on pages 2-3)
2. [Grant in Aid Policy](#)