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## STAFF REPORT

**TO:** Shelburne Municipal Council  
**FROM:** Val Kean, Community Development Coordinator  
**APPROVED BY:** Trudy Payne, Chief Administrative Officer  
**DATE:** July 28, 2021  
**SUBJECT:** COVID-19 Emergency Assistance Grant - Recommendations

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### ORIGIN

The Municipality has received funding requests from organizations for the COVID – 19 Emergency Assistance Funding for Community Organizations program.

### RECOMMENDATION

THAT the Council of the Municipality of the District of Shelburne approve the recommended COVID-19 Emergency Assistance Grant amounts, totaling \$17,189.00, to come from the ICSP, GL# 00-26621-500.

### BACKGROUND

The Municipality of Shelburne recognizes that the coronavirus has had a direct negative impact on the operation of local community groups and facilities. Following the advice of provincial officials, fundraising events, and activities such as suppers, concerts and bingos may have been cancelled in an attempt to prevent the spread of the virus. It is also recognized by Council that residents and businesses, who once contributed, may no longer be able to financially support their beloved community organizations and events due to economic shortfalls caused by COVID-19 restrictions and closures.

The emergency fund was established to assist community groups to help address financial challenges due to COVID-19. This is currently a one-year funding opportunity and continued availability will be discussed by Council annually.

### DISCUSSION

The 2021/2022 Operating Budget includes \$30,000, for the administration of the COVID-19 Emergency Assistance Grant Program.

At the April 12, 2021, Council meeting, Council approved the COVID-19 Emergency Assistance Grant Program guidelines to increase the eligible funding amount to, up to \$1,000, based on financial loss. Due to the uncertainty of the COVID-19 situation and the ever-changing public health restrictions the guidelines were also adjusted to allow for application periods of six months, each application period would be open to all community groups that provide a benefit to residents in the Municipality, regardless of prior funding approval and based on continued financial loss.

The deadline for this round of applications was June 30, 2021. Seventeen applications were received and reviewed by the grant review Committee – Val Kean, Community Development Coordinator, Lisa Locke, Recreation and Parks Coordinator and Adam Dedrick, Director of Recreation and Parks. The attached spreadsheet shows the organization applying for the grant, the financial loss indicated by each, and the amount staff are recommending for approval. It is recommended that Council consider distributing COVID-19 Emergency Assistance Grant funds based on the attached amounts recommended by the grant review committee.

### **BUDGET IMPLICATIONS**

The amount of \$17,189 will be taken from the ICSP GL# 00-26621-500, leaving \$12,811 for the next round of applications, deadline December 31, 2021.

### **ATTACHMENTS**

- a) 2021/2022 Emergency Assistance Fund Guidelines
- b) Recommendations Spreadsheet



## **MUNICIPALITY OF THE DISTRICT OF SHELburne GRANT APPLICATION**

### **Emergency Assistance Fund for Community Groups**

#### **Background**

The Municipality of Shelburne recognizes that the coronavirus has had a direct negative impact on the operation of local community groups and facilities. Following the advice of provincial officials, fundraising events and activities such as suppers, concerts and bingos may have been cancelled in an attempt to prevent the spread of the virus. It is also recognized by Council that residents and businesses, who once contributed, may no longer be able to financially support their beloved community organizations and events due to economic shortfalls caused by COVID-19 restrictions.

This emergency fund has been established to assist community groups to help address financial challenges due to COVID-19. This is currently a one-year funding opportunity and continued availability will be discussed by Council annually.

#### **Guidelines**

- Community groups that provide a benefit to residents in the District of Shelburne
- The applicant must demonstrate the negative financial impact due to COVID-19.
- Churches that have halls or multi-purpose space and who can clearly demonstrate a financial loss during the closure, are eligible to apply (places of worship are not eligible).
- Legions, Fire Departments, clubs are eligible.
- If a community facility or group has not been negatively affected by the coronavirus closures, they should not apply for emergency funding.
- Groups may not request funding above and beyond the funds lost as a direct result of COVID-19.
- Groups approved for emergency assistance funding and who qualify are still eligible to apply for regular Grants to Organizations funds in the 2021-22 fiscal year.
- There will be two application deadline, June 30<sup>th</sup> and December 31<sup>st</sup>, 2021. Applications will be reviewed by the Community Development Coordinator and support recommendations will be presented and approved by Council.
- Council reserves the right to approve funding amounts lower than requested. Council reserves the right to reject any grant application, regardless of whether the criteria have been met.

#### **Funding**

- Maximum eligible funding is \$1000 per community group, per application.
- It is not known how long the COVID-19 will last and since each group has different financial circumstances, groups may submit their applications with anticipated financial losses. Applications submitted in the June 30<sup>th</sup> batch will cover financial losses and anticipated financial losses up to the end of September 2021. Applications submitted in the December 31<sup>st</sup> batch will cover financial losses and anticipated financial losses up to the end of March 2022.

- Depending on the timing of the application and the timing of the group's financial losses, funds may be dispersed in a lump sum or multiple payments. Staff will work with each applicant to determine payment schedule.
- Groups must provide their most recent financial statement with each application.

Organization	Financial Loss		Amount Approved	Payment Issued
	Indicated			
West Green Harbour Recreation Hall	\$	4,750.00	\$1,000	
Harbour Fire Department	\$	4,500.00	\$1,000	
Little Harbour	\$	900.00	\$900	
Lower Ohio	\$	1,875.00	\$1,000	
Sandy Point	\$	17,070.00	\$1,000	
Long Boat Society	\$	4,559.00	\$1,000	
Sable River Fire Hall	\$	4,000.00	\$1,000	
Exhibition	\$	12,600.00	\$1,000	
Hillcrest Academy Breakfast Program	\$	500.00	\$500	
Ingomar Roseway Fire Department	\$	9,000.00	\$1,000	
Hillcrest PTSG	\$	4,000.00	\$1,000	
Lions Hall	\$	17,000.00	\$1,000	
IOOF	\$	2,600.00	\$1,000	
Birchtown	\$	4,250.00	\$1,000	
Pet Projects	\$	2,600.00	\$1,000	
Sable River Community Hall	\$	5,195.00	\$1,000	
St. Peter's By the Sea Church Hall	\$	1,900.00	\$1,000	
Louis Head Community Church Society	\$	789.40	\$789	
	\$	98,088.40	\$17,189	
<b>Funds Remaining</b>			<b>\$12,811</b>	