

STAFF REPORT

TO: Shelburne Municipal Council

FROM: Val Kean, Community Development Coordinator

APPROVED BY: Trudy Payne, Chief Administrative Officer

DATE: May 11, 2022

SUBJECT: COVID-19 Emergency Assistance Grant – Program and Guideline Review

ORIGIN

Extension of the Municipality's COVID – 19 Emergency Assistance Funding for Community Organizations program to the 2022/2023, fiscal year. The support guidelines have been reviewed and revised to better reflect the current COVID-19 restrictions.

RECOMMENDATION

It is recommended to Council:

THAT the Municipality of the District of Shelburne approve the revised COVID-19 Emergency Assistance Grant program, to be renamed the Fundraising Support for Community Groups Grant program, and associated program guidelines to determine eligibility for the 2022-2023 distribution of allocated funds.

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, over the past two years, fundraising events and activities such as suppers, concerts and bingos may have been cancelled or restricted 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.

DISCUSSION

The 2022/2023 Operating Budget includes \$15,000, for the continued administration of the COVID-19 Emergency Assistance Grant Program. It is recommended that Council considering revising the name of this opportunity to, Fundraising Support for Community Organizations.

The emergency fund was originally established in 2020, assisting community groups to address financial challenges due to COVID-19. As the COVID-19 restrictions are beginning to ease and fundraising efforts can once again be hosted, it is proposed that the Municipality support Community Groups who are revitalizing their fundraising efforts, with funding that will match money raised, up to \$500. This would be a one-year funding opportunity and continued availability will be discussed by Council annually.

During the 2021/2022 fiscal year guidelines for the COVID-19 Emergency Assistance Fund allowed two applications for funding, up to \$1,000 each, based on financial loss and financial need of the organization applying. Council approved a total of \$22,189, in funding for this program.

Given the current COVID-19 situation and society moving into a phase of “living with COVID”, under the direction of public health, gathering restrictions have been removed, allowing most pre-COVID activities to resume. It is the recommendation of staff that Council consider the approval of the revised guidelines to support our community organizations fundraising efforts.

BUDGET IMPLICATIONS

The amount of \$15,000 has been allocated in the ICSP GL# 00-26621-500 operating budget.

ATTACHMENTS

1. Proposed Fundraising Support for Community Organizations Guidelines 2022/2023



MUNICIPALITY OF THE DISTRICT OF SHELBURNE GRANT APPLICATION

Fundraising Support 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, over the past two years, fundraising events and activities such as suppers, concerts and bingos may have been cancelled or restricted 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.

The emergency fund was originally established in 2020, to assist community groups to address financial challenges due to COVID-19. As the COVID-19 restrictions are beginning to ease and fundraising efforts can once again be hosted, it is now the Municipality's intent to support Community Groups who are revitalizing their fundraising efforts, with funding that will match money raised, up to \$500. 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 an active fundraising effort.
- Churches that have halls or multi-purpose space and who can clearly demonstrate an attempt to revitalize their fundraising efforts, are eligible to apply (places of worship are not eligible).
- Legions, Fire Departments, clubs are eligible.
- Groups approved for regular Grants to Organizations funds in the 2022-23 fiscal year, for those who qualify, are still eligible to apply for the Fundraising Support for Community Groups Funding.
- The application deadline is December 31st, 2022.
- Applications will be reviewed by the Community Development Coordinator and supported recommendations will be presented and approved by Council.
- Council reserves the right to approve funding amounts lower than the maximum allowable amount. Council reserves the right to reject any grant application, regardless of whether the criteria have been met.

Funding

- Maximum eligible funding is \$500 per community group.
- It is not known if or when public health restrictions could return, limiting the ability of Community Groups to execute planned fundraising activities, in this event, the Municipality will

consider approving applications that can demonstrate a financial loss due to imposed public health measures to limit COVID-19 spread.

- Groups must provide their most recent financial statement, including information relating to fundraising amounts, with each application.

DRAFT

Fundraising Support for Community Groups

Name of Organization / Facility:	
Contact Person:	
Mailing Address:	
Email:	Phone:
Date:	

1. Please provide a brief description of the events and activities that have directly contributed to your organizations fundraising efforts. For example, community breakfasts, facility rentals, dances, major fund raiser, etc.

2. Please provide an overview of the profits made by your organization during the above noted fundraising activities/events:

Event / Activity / Facility Rentals Hosted	Profit Amounts
	\$
	\$
	\$
Total Fundraising Amounts	\$

3. Based on information provided above, what is the total amount of fundraising support your organization is requesting to be matched by this program (maximum eligible amount is \$500)?

\$ _____

4. Any additional comments about your application?

(Please attach a separate page if insufficient space to respond to questions)

If funding is approved, who should the cheque be made payable to:

(Cheque must be made payable to a group not an individual)

Please forward applications to the following:

**Val Kean
Community Development Coordinator
val.kean@municipalityofshelburne.ca**