

Date: 2021-07-23

Subject: **Advance Brampton Fund – 2022 Program Framework**

Contact: **Jason Tamming, Director, Strategic Communications, Culture & Events**
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Report Number: Corporate Support Services-2021-924

Recommendations:

1. That the report from Jason Tamming, Director, Strategic Communications, Culture and Events, dated July 23, 2021, to the Committee of Council meeting September 8, 2021 entitled **Advance Brampton Fund - 2022 Program Framework**, be received; and
2. That Council endorse the 2022 Advance Brampton Fund framework as outlined in this report; and
3. That the Director, Strategic Communications, Culture and Events, Corporate Support Services, be delegated authority to approve funding recommendations and execute on behalf of the City any required grant agreements and other agreements and documents deemed necessary for implementing approved funding from the 2022 Advance Brampton Fund, on such terms and conditions as may be satisfactory to the Director, Strategic Communications, Culture and Events or designate and in a form satisfactory to the City Solicitor or designate.

Overview:

- As directed by the Council-endorsed Culture Master Plan, in January 2019 staff launched a review of the Community Grant Program for 2020, to explore opportunities for strategic re-alignment with Council priorities, process enhancements, and meeting community need.
- At the October 2, 2019 Committee of Council meeting, staff presented a new Community Grant Program framework, the Advance Brampton Fund, responding to community need and aligning program outcomes with the Term of

Council priorities. The framework was approved at the October 16, 2019 Council meeting (CW386-2019).

- Based on results from the 2020 and 2021 program years, the impact of COVID-19 on the non-profit sector and emerging needs of the community, staff recommend the 2022 Advance Brampton Fund framework as presented in Table 2.
- Consistent with the 2021 program year, this report seeks approval for the Director, Strategic Communications, Culture and Events, Corporate Support Services, to be delegated authority to approve funding recommendations and execute any required agreements and other documents deemed necessary for the 2022 Advance Brampton Fund, and in a form satisfactory to the City Solicitor or designate.
- Pending approval of this report the call for 2022 Advance Brampton Fund applications will open October 4, 2021.
- Funding decisions will be announced in January 2022 pending Council approval of the 2022 annual operating budget.
- A robust communications plan, information sessions and grant writing workshops will be delivered to ensure that funding priorities and program eligibility is clear and that new and returning applicants feel confident and supported in the process.

Background:

The City's of Brampton's Community Grant Program has been in operation since 2015, with the goal of providing funding to eligible unincorporated and incorporated non-profit organizations (NFP) and charities in Brampton for events, programs and projects that have positive city-wide impact and increase local quality of life.

As directed by the Council-endorsed Culture Master Plan, in January 2019 staff launched a review of the Community Grant Program for 2020, to explore opportunities for strategic re-alignment with Council priorities, process enhancements, and meeting community need.

At the October 16, 2019 Council meeting, Council approved a framework for a new Community Grant Program, the Advance Brampton Fund (CW386-2019). This framework responds to community need and aligns program outcomes with the Term of Council priorities.

The Advance Brampton Fund is open to Brampton-based unincorporated NFP organizations, incorporated NFP organizations, and registered charities, for strong project

proposals that advance Council priorities and take place in Brampton. All applicants are screened to ensure base eligibility is met.

Contributing to a “City of Opportunities” and a “Well-Run City”, the Advance Brampton Fund offers a consistent and transparent structure to provide funding to implement programs, projects and initiatives that support local development and deliver on Term of Council priorities:

- Brampton is a Mosaic
- Brampton is a Green City
- Brampton is a Healthy and Safe City

The Advance Brampton Fund uses a scaled model that is focused on project growth, building grantees towards sustainability and greater capacity to partner, collaborate and lead well-managed work within the NFP sector. Individual projects may receive funding for a maximum of three consecutive granting cycles. Organizations may apply for new project funding in subsequent granting cycles.

2021 Advance Brampton Fund

The 2021 Advance Brampton Fund received 105 applications for the 2021 program year. 59 projects were approved under delegated authority by the Director of Strategic Communications, Culture and Events (CW151-2020).

Results from the 2021 program are outlined in Table 1.

Table 1: 2021 Advance Brampton Fund – Program Results

Funding Stream	Number of Approved Projects	Funding Amount
Emerging (Q1 &Q2)*	26*	\$117,515*
Developing	23	\$219,637
Amplifying	10	\$247,580
TOTAL	59*	584,732*

**Does not include results from the Q3 emerging projects stream as they weren't available at the time of authoring the report.*

Community Safety Priority Program Stream

For the 2021 program year Council approved a one-time reallocation of \$150,000 from Capital Project #192111 – Community Safety Project. To date this funding has made 12 grants valued at \$130,350. Programs and projects funded through this priority area include: Job skills and employment training programs, transition programs for formerly incarcerated individuals, food security and urban agriculture programs that teach youth agricultural skills, summer camps for youth and therapeutic mental health programs.

Results from the 2021 Community Safety Stream are outlined in Table 2.

Table 2: 2021 Advance Brampton Fund – Community Safety Project Stream – Results

Funding Stream	Number of Approved Projects	Funding Amount
Emerging Q1 & Q2*	5*	\$25,000*
Developing	5	\$55,350
Amplifying	2	\$50,000
TOTAL	12*	\$130,350*

*Does not include results from Q3 emerging projects stream as they weren't available at the time of authoring this report.

Current Situation:

2022 Advance Brampton Fund

Based on results from the 2020 and 2021 program years, the impact of COVID-19 on the non-profit sector and emerging needs of the community, staff recommend the 2022 Advance Brampton Fund framework as presented in Table 3.

Table 3: 2022 Advance Brampton Fund Framework (proposed)

Advance Brampton Fund – 2022 Framework			
Term of Council Priorities:			
<ul style="list-style-type: none"> • Brampton is a Mosaic • Brampton is a Green City • Brampton is a Healthy and Safe City 			
Program Stream	Emerging	Developing	Amplifying
	Up to \$5,000	Up to \$12,500	Up to \$25,000
Tiers	Up to 50% of eligible expenses, including up to \$2,500 in capital expenses.	Up to 50% of eligible expenses, including up to \$5,000 in capital expenses.	Up to 50% of eligible expenses, including up to \$5,000 in capital expenses.
Project Types	New and emerging projects	Existing projects with potential to grow and develop	Projects with a proven track record of well-managed success
Project Timelines	January 1 – December 31, 2022		

Funding Allocations	\$200,000* 40 projects** @ \$5,000	\$200,000* 16 projects** @ \$12,500	\$200,000* 8 projects** @ \$25,000
Eligible Organizations (must be Brampton-based)***	<ul style="list-style-type: none"> • Unincorporated Not-For-Profits**** • Incorporated Not-For-Profits • Registered Charities 	<ul style="list-style-type: none"> • Incorporated Not-For-Profits • Registered Charities 	<ul style="list-style-type: none"> • Incorporated Not-For-Profits • Registered charities
Insurance Requirement	All organizations must carry \$2M Commercial General Liability insurance year-round. Proof of this insurance is a requirement to submit an application and if successful, must be kept in full force for the duration of the funding agreement.		
Intake	Bi-Annual	Annual	
Evaluation	<ul style="list-style-type: none"> • Applications are evaluated by City staff with subject matter expertise within tiers with other projects of the same scope and scale. • Evaluated on likelihood of project success and advancement of Term of Council priorities. • Projects must take place in Brampton. • Any third-party fundraising efforts must be secondary components of the project and be directed back into the city of Brampton. 		
Funding Allocation	<ul style="list-style-type: none"> • Minimum 50% score to be considered for funding. Applications for funding are selected based on the highest scores until budget is exhausted. • Funding is allocated to highest scoring project within each stream and priority until available funding is depleted. Once allocation is complete, funding recommendations are prepared for Director's approval. 		
Approval Authority	<ul style="list-style-type: none"> • Director, Strategic Communications, Culture and Events, Corporate Support Services to approve funding recommendations and execute any required agreements and other documents deemed necessary for the 2022 Advance Brampton Fund in a form satisfactory to the City Solicitor or designate. 		
Results	<ul style="list-style-type: none"> • At the end of each intake period applicants are notified of funding decisions. 		
Closeout	<ul style="list-style-type: none"> • Closeout is to ensure final reports are received and evaluated, allowable costs are determined and holdback payments are made. Closeout reports must be submitted within 60 days of the 		

	end of the project period, or December 21, 2022 (whichever is earlier). Failure to submit timely and accurate final reports may affect future funding to the organization.
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* Pending Council approval of the 2022 operating budget.

** Actual number of approved projects dependent on number of applications received and total funding requested.

*** Brampton-based” as defined by having a permanent organizational address in the city of Brampton.

**** When two or more Brampton residents agree to pursue a common purpose, which is not-for-profit. The organization must be governed by a volunteer Board of Directors, provide evidence of their non-profit purpose and activity (i.e. the organization’s by-laws, constitution, terms of reference or charter), and have two authorized Board Members over the age of 19 with permanent residential addresses in Brampton, who will execute grant application and the City’s grant agreement both personally and on behalf of the organization.

Program Updates

On an annual basis staff review the program framework and consider feedback received from applicants and grant recipients. The following updates have been made for the 2022 program year:

- Tiers - To ensure organizations can deliver new and innovative programming, while considering public health regulations, minor capital expenses (up to \$2,500) will be considered an eligible expense in the *emerging program stream*. Capital expenses up to \$5,000 remains unchanged in the developing and amplifying program streams.
- Intake (Emerging Projects) - The emerging projects stream moves from tri-annual to bi-annual intake to allow for an extended project delivery window, earlier approval and payment of grant funding and increases administrative capacity of the grant team to support organizations with their applications. Developing and Amplifying streams will open for annual intake as in previous years.
- Call for Applications – In order to provide timely notice of funding approvals, the call for the annual grants and the first bi-annual grant applications will open in October and close in December 2021. This will allow staff to announce funding decisions in January 2022, pending Council approval of the 2022 City of Brampton Annual Operating Budget. The second bi-annual grant for the emerging projects steam will open for applications in Q1 2022.
- Community Safety and well-being projects - For the 2021 ABF program year, Council approved a one-time budget allocation of \$150,000 from Capital Project #192111 – Community Safety Project to further support Community Safety and well-being projects through the existing Advance Brampton Fund framework. Staff will continue to encourage applications from eligible organizations to support community safety under the Term of Council Priority – Healthy and Safe City, funded though the 2022 Advance Brampton Program budget.

Not-For Profit Sector Development

It is further recognized that in order to enhance the effectiveness of the Advance Brampton Fund program in meeting Council's objectives, the City must invest in strengthening and building the capacity of the Brampton NFP sector. A learning series is planned for Q4 2021, with a focus on a dual curriculum of core skills for running and managing a NFP, in addition to advanced topics suited to developing trends and conversations in the sector. While these learning series are valuable, there is future opportunity for the City to demonstrate municipal leadership and innovation in developing this sector, including consideration of dedicated advisory services.

Next Steps

Pending approval of this report:

1. The 2022 Advance Brampton Fund will launch on October 4, 2021. Funding decisions will be announced in January 2022.
2. A robust communications plan, information sessions and grant writing workshops will be delivered to ensure that funding priorities, timelines and program eligibility is clear and that new and returning applicants feel confident and supported in the process.

Corporate Implications:

Financial Implications:

The 2022 Advance Brampton Fund Program includes a requested operating budget of \$691,850. This amount is unchanged from the 2021 operating budget and is subject to Council Approval.

Other Implications:

Legal Services will review and approve as to form all grant and other agreements required for the Advance Brampton Fund.

Term of Council Priorities:

- This recommendation aligns with the Term of Council Priorities. Responsible program administration supports a *Well Run City*, while the Advance Brampton Fund directly contributes to a City of Opportunities. The program furthers Brampton as a *Green City*, a *Mosaic* and a *Healthy and Safe City*, by providing grant funds within administrative limits to the non-profit organizations that deliver programs and projects in these service areas.

Conclusion:

This report outlines the proposed framework for 2022 Advance Brampton Fund.

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