

4. 1998 ECONOMIC DEVELOPMENT GRANTS REPORT
AND PROGRAM MODIFICATIONS

COMMITTEE RECOMMENDATION

That Council approve the changes to the Economic Development Grants Program, as detailed under the heading “*Modifications for 1999*” in the report.

DOCUMENTATION:

1. Chair, Economic Development Grants Panel report dated 26 Jun 98 is immediately attached.
2. Extract of Draft Corporate Services and Economic Development Committee Minute, 04 Aug 98, immediately follows the report and includes a record of the vote.

Our File/N/Réf. 03 06 98 0007
Your File/V/Réf.

DATE 26 June 1998

TO/DEST. Co-ordinator
Corporate Services and Economic Development Committee

FROM/EXP. Chair
Economic Development Grants Panel

SUBJECT/OBJET **1998 ECONOMIC DEVELOPMENT GRANTS REPORT
AND PROGRAM MODIFICATIONS**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee recommend Council approve the changes to the Economic Development Grants Program, as detailed under the heading “*Modifications for 1999*” in the report.

BACKGROUND

On 26 October 94, Council approved the establishment of an Economic Development Grants Program (EDGP) to replace General Grants. 1998 is the fourth year the Program has run. The prime focus of the Program is to promote economic activity in Ottawa-Carleton. Non-profit organizations providing programs or initiatives with economic benefits within the Regional Municipality of Ottawa-Carleton (RMOC) are eligible.

COMMITTEE MEMBERSHIP

To evaluate the grant requests and make final decisions an Economic Development Grants Allocation Panel was approved by Corporate Services and Economic Development Committee on 3 Feb 98. Members include:

Councillor Dan Beamish, Chair
Louise Crandall, Ottawa Tourism and Convention Authority
Paul Wilker, Ottawa-Carleton Research and Innovation
Steve Kelly, Ottawa Economic Development Corporation
Kerry Carnegie, Ministry of Agriculture, Food & Rural Affairs
Liz Barrett, Community Representative
Judy Barbeau, Chief Administrative Office

BUDGET

An Economic Development Grants budget of \$269,000 was approved by Council on 13 May 1998. The 1997 budget was \$276,000.

ASSESSMENT PROCESS

Grant applications were received by 1 Oct 97 and reviewed by staff for initial eligibility criteria. The applications were distributed to all members for the Panel Meeting on 30 Mar 98 accompanied by an Assessment Guideline Sheet (Annex A).

All grant requests were reviewed individually using the published criteria outlined in the Assessment Sheet; priorities were determined, and the funding was allocated.

FUNDING RECOMMENDATIONS

The Panel reviewed 36 applications requesting a total of \$1,007,450. Attached at Annex B is a complete listing of requests and the final funding decisions of the Allocations Panel.

RIGHT OF RECONSIDERATION

Following the assessment process, all applicants were notified of the final decisions. The notification package included a completed copy of the applicant's Assessment Guideline Sheet, a listing of all applications received and the Panel's financial decisions.

Applicants were advised in the notification letter of the Right of Reconsideration procedure. One response was received and reviewed by the Legal Department. It was determined that the request did not demonstrate that a procedural error had occurred during the course of the assessment process.

MODIFICATIONS FOR 1999

The Allocation Panel reviewed the overall process to identify areas that would better facilitate the assessment process. The Allocation Panel also proposed changes in respect to accommodating applications that might otherwise be excluded from the EDGP simply by virtue of their timing. This flexibility would work towards reducing the number of grants requests received outside the budget process or granting programs. The recommendations are:

- i) Grant recipients must submit a detailed final report following the completion of their project. The report should include:
 - a) a description of the completed project
 - b) the income and expense statement from the project including how EDGP funds were expended

- c) most recent audited financial statements
 - d) support material such as programs, brochures, press clippings
- ii) The Allocation Panel take the following into consideration when reviewing the applications:
- a) information contained in previous final reports
 - b) history of the organization
 - c) evaluation of the administration/management team
- iii) The annual grant deadline continue to be strictly enforced, with the following exception: organizations who approach the RMOC for funding for a one-time event after the deadline but cannot be directed to the next year's deadline because of the timing of their event. Such events might include the hosting of a national or international event which exceptionally takes place in Ottawa-Carleton, or a similar initiative that is not intended as an annual local event. The application for funding must be received before the Allocation Panel meets in order for it to be reviewed with all other applications. The Allocation Panel would be responsible for determining whether the event should be considered in the current year or be directed to the next funding deadline. Should the application be deemed eligible, it would be reviewed using the same criteria as all other requests.

The notice of grant decisions has been distributed to all 1998 Economic Development applicants.

*Approved by
Dan Beamish, Chair*

AG/sbn

Attach. (2)

**ECONOMIC DEVELOPMENT GRANT PROGRAM
ASSESSMENT GUIDELINE SHEET
1998**

ORGANIZATION

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CRITERIA

1. Project Viability
The project is clear and well defined
There is strong potential for success
The goals are realistic
Sufficient information is provided
It is an area of regional responsibility
A priority in the context of the community vision

2. Financial and Administrative Feasibility
Realistic budget
Demonstrates cost effectiveness
Funds will be well managed
Includes detailed marketing plans and attendance statistics (when applicable)
Demonstrates other funding sources, including self-generated funding
Is a service/event or program that can be done faster/better/cheaper than by government

3. Economic Benefits
Demonstrates quantifiable economic benefits within the RMOC (i.e. employment, hotels)
Will provide increased economic activity in Ottawa-Carleton

4. New or Innovative
A unique component is evident
Does not duplicate other events or projects

5. Community Support
The community benefit is well articulated
Demonstrates partnerships and community involvement
Demonstrates volunteer support

COMMENT:

**REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
1998
ECONOMIC DEVELOPMENT GRANTS PROGRAM
FUNDING DECISIONS**

ORGANIZATION	DECISION
Arts Bureau for the Continents Festivals	4,000
Canada Dance Festival	8,000
Canadian Film Institute	8,000
Canadian Tulip Festival	24,218.75
Capital Classic Show Jumping Tournament	6,000
Carnival of Cultures	6,000
Carp Agricultural Society	2,500
Children's Festival de la Jeunesse	5,000
Congress of the Social Sciences & Humanities	9,687.50
Festival Franco-Ontarien (1994) Inc.	21,312.50
Festival Network	24,218.75
International Busker Festival	8,000
Metcalfe Agricultural Society	2,500
National Capital Air Show Association	19,375
National Capital Dragon Boat Race Festival	5,000
National Capital Race Weekend	14,531.25
Ontario Restaurant Association	5,750
Ottawa Blues Festival	22,281.25
Ottawa Caribbean Cultural Committee	5,000
Ottawa Folk Festival	11,625
Ottawa International Jazz Festival	21,312.50
Ottawa International Writers Festival	17,437.50
Ottawa-Hull Film & Television Association	750
Pride Week Committee (NCR)	5,000
Richmond Agricultural Society	2,500
Stittsville 56ers Midget Fastpitch Softball	6,000
Volunteer Centre of Ottawa-Carleton	3,000
Art on Preston Street (APS)/BIA	No funding
Career Station	No funding
Forum Ontario Francophone Mondiale	No funding
Italian Week 98	No funding
National Capital FreeNet Incorporated (NCF)	No funding
Ottawa Community Network	No funding
Strategie Action Plus	No funding
World Unity/Millennium Masterpiece	No funding
Young African Farmers Movement of Canada	No funding
TOTAL	269,000

Extract of Draft Minute
Corporate Services and
Economic Development Committee
04 August 1998

**1998 ECONOMIC DEVELOPMENT GRANTS REPORT
AND PROGRAM MODIFICATIONS**

- Chair, Economic Development Grants Panel report 26 Jun 98

Councillor van den Ham concurred with the modifications, however, inquired about the policy. He believed it was his understanding that grants under this program were to be of a one time nature and if carried on, would be reduced each year. Councillor Beamish, Chair of the Panel, explained the policy did not state the grants should be reduced; he believed that was a recommendation that Council did not approve. However, the Councillor noted the Committee had been trying to “wean” some organizations that may be more stable than others. Councillor Beamish added the grants were now on a project to project basis so in order to be eligible, the organizations proposed different projects each year.

That the Corporate Services and Economic Development Committee recommend Council approve the changes to the Economic Development Grants Program, as detailed under the heading “*Modifications for 1999*” in the report.

CARRIED