

## **Staff Report 2021-0096**

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Meeting Date: May 18, 2021

Subject: 2021 Community Green Fund

Submitted By: Cristina Guido, Acting Specialist, Climate Change, Energy & Environment

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### **RECOMMENDATION**

That the recommended 2021 Community Green Fund recipients listed in Table 2 of Staff Report 2021-0096, be approved;

That Funding Option #1 of the grant disbursement options outlined in Table 2 of Staff Report 2021-0096 be approved, which results in an over-expenditure of \$3,517, funded by Energy and Environment's School Green Fund 2021 operating budget; and

That the Mayor and Clerk be authorized to execute funding agreements and all other necessary documents for the Community Green Fund.

### **REPORT HIGHLIGHTS**

- Since 2006, the Community Green Fund has been supporting community environmental projects throughout Caledon. In 2021, Town staff received five (5) applications from; Albion Hills Community Farm, Community Climate Council, EcoCaledon, Ontario Streams, and the Village of Inglewood Association.
- Town staff are recommending that the projects outlined in Table 2 receive funding from the 2021 Community Green Fund.
- Based on the quality of submissions received for the 2021 program and to assist with community recovery from the COVID-19 pandemic, it is recommended that the 2021 Community Green Fund operating budget be increased by \$3,517 funded by Energy and Environment's School Green Fund 2021 Operating budget.

### **DISCUSSION**

The purpose of this Report is to seek Council approval for the Environment Committee's 2021 Community Green Fund recommendations. The green fund framework was approved by Council in 2006.

#### Community Green Fund Program Procedure

Energy and Environment staff accept and pre-screen applications to ensure that the eligibility criteria are met. The minimum criteria that projects must meet include:

- Applicants must be a not-for-profit or volunteer-based organization that serves Caledon residents;
- Applicants must operate under a formal organizational structure (i.e. Board of Directors);

- Applicants cannot apply for the Town's Municipal Agricultural and Community Organization Grants program for the same project; and
- Applications must include:
  - A clear environmental focus;
  - A plan to engage the local community;
  - Specify project outcomes and outputs;
  - Monitoring and evaluation plans;
  - Meaningful and measurable results;
  - Support of the Town's environmental plans and policies;
  - Present a plan for utilizing the funding within one (1) year of receipt.

Applications that meet the above criteria, are provided to the Town's interdepartmental Environment Committee for review and to develop recommendations to Council on projects to support (process outlined in Table 1). Energy and Environment staff do not participate in this review to avoid bias.

**Table 1: Community Green Fund Review Process**

<b>Funding Track</b>	<b>Funding Amount</b>	<b>Score Mechanism</b>
Fast Track	\$1,000 Maximum Request	Application checklist is used to ensure that minimum funding criteria are met. Results are discussed by the Committee to reach consensus on a funding decision.
Project Stream	\$5,000 Maximum Request	<p>Phase one: Applicants submit a letter of intent for the environment committee to give feedback, which is provided to the applicants prior to submitting a full application.</p> <p><u>Phase two:</u> Environment Committee uses an evaluation matrix with 20 available points:</p> <ul style="list-style-type: none"><li>• Applications that score between 16 and 20 points are recommended for full funding;</li><li>• Applications that score between 12 and 15 points are recommended for partial (75%) funding;</li><li>• Projects that receive below 12 points are not recommended for funding.</li></ul>

### 2021 Environment Committee Evaluation Results

The Town received five (5) applications under the full funding stream for the Community Green Fund. The summary of the results are provided in Table 2 below. For an outline of project summaries, deliverables, and environment committee comments, refer to Schedule A.

Table 2: Summary of 2021 Community Green Fund Evaluation Results

Recipient	Grant Request	Score	Evaluation Result	Funding Option #1 – allocate additional funds	Funding Option #2 – allocate funding based on score
Albion Hills Community Farm	\$5,000.00	16.67	Full funding	\$5,000.00	\$5,000.00
Community Climate Council	\$2,455.00	15.83	Partial funding	\$1,842.00	\$1,842.00
EcoCaledon	\$5,000.00	14.83	Partial funding	\$3,750.00	\$233.00
Ontario Streams	\$5,000.00	18.33	Full funding	\$5,000.00	\$5,000.00
Village of Inglewood Association	\$4,925.00	16.33	Full funding	\$4,925.00	\$4,925.00
<b>Total Recommended Funding</b>				<b>\$20,517.00</b>	<b>\$17,000.00</b>

Based on the funding requests from applicants, a total of \$20,517 is recommended to be disbursed from the Community Green Fund, which is \$3,517 above the allocated operating budget of \$17,000. As a result, the Environment Committee has proposed two grant disbursement options:

- Funding Option #1 (Recommended Option): The Environment Committee recommends funding disbursements based on the applicant's evaluation result (i.e. full or partial funding). This option exceeds the Community Green Fund operating budget by \$3,517. To accommodate this, Staff recommend utilizing \$3,517 of the School Green Fund 2021 Operating Budget. This option is proposed because the majority of 2021 Community Green Fund projects involve participation with schools. In addition, through Council Resolution 2020-222, Council supported the transfer of \$10,000 that was unspent in 2020 from the School Green Fund (due to the uncertainties of COVID) to the 2021 School Green Fund operating budget. This budget transfer would provide the ability to support both community groups and schools within the Town by accessing additional funds that support organizational COVID recovery and support local environmental initiatives.
- Funding Option #2: allocates funding based on the applicants evaluation results. However, the applicant with the lowest score, would receive a lower amount than would be awarded through the community green fund evaluation, due to grant requests exceeding the operating budget amount (\$17,000).

## **FINANCIAL IMPLICATIONS**

Annual funding of \$17,000 for Community Green Fund grants (account 01-09-255-44040-365-62224) is included in Energy and Environment's 2021 operating budget. Two funding options have been provided in Table 2 of Staff Report 2021-0096.

- 1) If funding option #1 is approved (outlined in Table 2), a total of \$20,517 grant funding will be provided to the Community Green Fund recipients funded from Energy and Environments Community Green Fund operating budget (01-09-255-44040-365-62224). Staff recommend utilizing \$3,517 from Energy and Environments School Green Fund operating budget (01-09-255-44040-365-62393) of \$28,000 which includes \$10,000 remaining budget from the 2020 School Green Fund that Council approved to carry forward to the 2021 School Green Fund.
- 2) If funding option #2 (outlined in Table 2) is approved, a total of \$17,000 will be transferred to the various Community Green Fund recipients.

## **COUNCIL WORK PLAN**

**Connected Community** – Promote community enrichment through support of local groups, enhanced partnerships and events.

## **ATTACHMENTS**

Schedule A: 2021 Community Green Fund Project Summaries