**Minutes – Executive Policy Committee – February 19, 2014**

**Minute No. 163**
**Report – Standing Policy Committee on Protection and Community Services – February 10, 2014**

**Item No. 2 Community Incentive Grant – Lord Selkirk School (Elmwood-East Kildonan Ward)**

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Protection and Community Services and submitted the following to Council:

1. That the following eligibility criteria for the Community Incentive Grant Program be waived in this instance, namely:

   A. The total City of Winnipeg contribution is 50% or less.

2. That a Community Incentive Grant in the amount of $4,523.81, funded from the Elmwood-East Kildonan Ward allocation, be approved to the Lord Selkirk School, to assist with the cost of the Emergency Refrigerator Replacement project, subject to the following conditions:

   A. Confirmation of other funding sources;
   B. Approval of final plans and specifications for the project by the Director of Community Services; and
   C. The applicant entering into a formal agreement with The City of Winnipeg.

3. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

**Pursuant to the Voting Requirements By-law No. 126/2003, any Community Incentive Grant that does not comply with the terms contained in the Community Incentive Grant Policy requires approval by two-thirds of the Members present at Council.**

**Minutes – Executive Policy Committee – February 19, 2014**

**Report – Standing Policy Committee on Protection and Community Services – February 10, 2014**

DECISION MAKING HISTORY:

Moved by Councillor Mayes,

That the recommendation of the Standing Policy Committee on Protection and Community Services be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On February 10, 2014, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the East Kildonan-Transcona Community Committee and submitted the matter to the Executive Policy Committee and Council.

COMMUNITY COMMITTEE RECOMMENDATION:

On January 21, 2014, the East Kildonan-Transcona Community Committee did not concur in the recommendation of the Winnipeg Public Service and recommended to the Standing Policy Committee on Protection and Community Services:

1. That the following eligibility criteria for the Community Incentive Grant Program be waived in this instance, namely:

    A. The total City of Winnipeg contribution is 50% or less.

2. That a Community Incentive Grant in the amount of $4,523.81, funded from the Elmwood-East Kildonan Ward allocation, be approved to the Lord Selkirk School, to assist with the cost of the Emergency Refrigerator Replacement project, subject to the following conditions:

    A. Confirmation of other funding sources;
    B. Approval of final plans and specifications for the project by the Director of Community Services; and
    C. The applicant entering into a formal agreement with The City of Winnipeg.

3. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

**Minutes – Executive Policy Committee – February 19, 2014**

**Report – Standing Policy Committee on Protection and Community Services – February 10, 2014**

DECISION MAKING HISTORY (continued):

COMMUNITY COMMITTEE RECOMMENDATION (continued):

On November 19, 2013, the East Kildonan-Transcona Community Committee recommended approval of a Community Incentive Grant in the amount of $4,523.81, funded from Elmwood-East Kildonan Ward allocation, not to exceed a maximum of 50% of the total project cost to the Lord Selkirk School, to assist with the cost of the Emergency Refrigerator Replacement project, subject to the following conditions:

1. Submission of an application to the Winnipeg Public Service.

2. Confirmation from the Winnipeg Public Service that the application meets criteria.

3. Confirmation of other funding sources.

4. Approval of final plans and specifications for the project by the City of Winnipeg.

5. The applicant entering into a formal agreement with the City of Winnipeg.

# ADMINISTRATIVE REPORT

**Title:** **Community Incentive Grant –** Lord Selkirk School

**Critical Path:** East Kildonan - Transcona Community Committee

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| M. Kowal | C. Wightman | | |

## RECOMMENDATIONS

The Community Services Department recommends that the Community Incentive Grant Program (C.I.G.P.) application from Lord Selkirk School, for Emergency Refrigerator Replacement, in the amount of $4,523.81, be denied.

## REASON FOR THE REPORT

Public Service review of Community Incentive Grant proponent applications is required.

## IMPLICATIONS OF THE RECOMMENDATIONS

The Community Incentive Grant Program is funded under the Annual Capital Budget.

Project Name: Emergency Refrigerator Replacement
Amount Requested: $4,523.81
Total Project Cost: $4,523.81

This group is requesting funding support at 100% of the total project cost.

This application does not meet the following criteria approved by Council:

- The total City of Winnipeg contribution is 50% or less.

## HISTORY

Please refer to the attachments.

## FINANCIAL IMPACT

**Financial Impact Statement** **Date:** December 20, 2013

**Project Name: Emergency Refridgerator Replacement**

**First Year of Program** **2013**

Community Incentive Grant

Lord Selkirk School

| | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|---|---|---|---|---|
| **Capital** | | | | | |
| Capital Expenditures Required | | $ - | $ - | $ - | $ - |
| Less: Existing Budgeted Costs | | - | - | - | - |
| Additional Capital Budget Required | $ - | $ - | $ - | $ - | $ - |
| **Funding Sources:** | | | | | |
| Debt - Internal | $ - | $ - | $ - | $ - | $ - |
| Debt - External | - | - | - | - | - |
| Grants (Enter Description Here) | - | - | - | - | - |
| Reserves, Equity, Surplus | - | - | - | - | - |
| Other - Enter Description Here | - | - | - | - | - |
| Total Funding | $ - | $ - | $ - | $ - | $ - |
| Total Additional Capital Budget Required | $ - | | | | |
| Total Additional Debt Required | $ - | | | | |
| **Current Expenditures/Revenues** | | | | | |
| Direct Costs | $ - | $ - | $ - | $ - | $ - |
| Less: Incremental Revenue/Recovery | - | - | - | - | - |
| Net Cost/(Benefit) | $ - | $ - | $ - | $ - | $ - |
| Less: Existing Budget Amounts | - | - | - | - | - |
| Net Budget Adjustment Required | $ - | $ - | $ - | $ - | $ - |

**Additional Comments:**

**There are no financial implications associated with this report.**

"Original Signed By"

Cindy Fernandes, CMA

Manager, Finance & Administrative Services

## CONSULTATION

**In preparing this report there was consultation with:**

- Lord Selkirk School

## SUBMITTED BY

Department: Community Services
Division: Community Development and Recreation Services
Prepared by: M. Kowal, Recreation Technician, Community Incentive Grant Program
Date: December 20, 2013
File No.

Attachments


Application.PDF


Evaluation.PDF


Supporting Documentation.PDF

Winnipeg

# COMMUNITY INCENTIVE GRANT PROGRAM
## APPLICATION EVALUATION

**Applicant:** **Lord Selkirk School**

**Project Description:** **Emergency Refrigerator Replacement**

**Date of Application:** **November 25, 2013**

**Total Project Cost:** **$4,523.81**

**Grant Requested:** **$4,523.81**

**Maximum Allowed:** **$2,261.91**

**% of Total Project Cost:** **100.0 %**

| | Meets Program Eligibility and Selection Criteria | Yes | No |
|---|---|---|---|
| 1 | Organization is a non-profit community organization that contributes to the health and well being of the community. | X | |
| 2 | The project is a capital improvement or the purchase of a capital asset that will be retained for more than 1 year. | X | |
| 3 | The project is available for public use or will enhance public use of the space or facility. | X | |
| 4 | Projects must be initiated and substantially completed within two (2) years of award. | X | |
| 5 | Total City of Winnipeg contribution is 50% or less. | | X |

**Criteria Exceptions:**

- Total City of Winnipeg contribution is 50% or less.
Note:
The applicant is requesting 100% contribution towards this project.

**Department Financial Implications:**

**Departmental Recommendations:**

That this application be denied.

**Prepared By:** Community Services Department

**Date:** **December 9, 2013**

Application Evaluation Revised September 18, 2012

# Community Incentive Grant Program Application Form

Winnipeg This application will be photocopied; please print in ink or type.

| | | | | |
|---|---|---|---|---|
| **1. Legal name of the organization** | Lord Selkirk School | | | |
| **2. Permanent mailing address of the organization** | Address: 170 Poplar | | City/Town: Wpg. | Postal Code: R2L 2B6 |
| | Organization e-mail | | Phone | Fax |
| **3. Names of organization's representatives who will be overseeing the project** | Primary Contact: Stormie Ducharcz | | Title: Principal | |
| | Business Phone: 667-8495 | Residence Phone | Email: S.ducnycz@wsd1.org | |
| | Secondary Contact | | Title | |
| | Business Phone | Residence Phone | Email | |
| **4. Year the organization was formed** | | | | Year |
| **5. C.I.G.P. requested amount** Up to 50% of the total project cost | | | $ 4523.81 | |

| **6. List other sources of project funding** including other grants, funds on hand, and proposed fund-raising. Indicate whether or not each source of funding is confirmed. **Note:** no other City funds may be used towards the applicant's 50% share of the project cost. | Source | Amount | Confirmed |
|---|---|---|---|
| | 1. | $ | ☐ Yes ☐ No |
| | 2. | $ | ☐ Yes ☐ No |
| | 3. | $ | ☐ Yes ☐ No |
| | 4. | $ | ☐ Yes ☐ No |
| | 5. | $ | ☐ Yes ☐ No |
| | 6. | $ | ☐ Yes ☐ No |

| | |
|---|---|
| **7. Total project cost** Project costs should be supported by at least two contractor quotes or estimates. Enter the costs provided by the preferred contractor. | $ 4523.81 |
| **8. Has this project received prior funding through the Community Incentive Grant Program?** | ☐ Yes ☒ No |

**9. Project name** Assign your project an accurate, descriptive name to be used in all correspondence.

Emergency Refrigerator Replacement

| | |
|---|---|
| **10. Project Site Address** Provide a complete, accurate indication of exactly where the project is planned. A site plan is helpful. | Property owned by: Winnipeg School Division |
| **11. Anticipated Start & End Dates** Start Date | End Date |

**12. Detailed Project Description:** Attached on separate sheets or use the space on back of this form. Provide a detailed description of the project which addresses the selection criteria. Please include a description of the project objectives and how the project will accomplish those objectives, a detailed scope of work and, if possible, preliminary project plans or drawings. Emergency Commercial Fridge Replacement

**APPLICANT SIGNATURES** I/We hereby certify that I/we am/are the **authorized signing officer(s)** of the applying organization and this application is accurate to the best of my/our knowledge.

| Signature of authorized signing officer | Title/Position | Date |
|---|---|---|
| [signature] | Principal | Nov. 19/13 |
| Signature of authorized signing officer | Title/Position | Date |
| | | |

**Attachment 'A'**

Community Need Support

Lord Selkirk school catchment area serves a high needs community with diverse income and family situations. Our goal is to provide appropriate nutrition to our students so that they can have proper sustenance which has been positively correlated to higher academic achievement. In addition to our school programs our school is open during the summer where a number of programs are operated where the same nutritional requirements are needed and met. Our refrigerator ceased working in the early fall and we approached Councillor Steen to fund the acquisition of a commercial grade. Councillor Steen provided the funds out of his CRA fund so that we could immediately replace the old refrigerator with the understanding that we would apply at a later time under the CIGP program. Although our parent association, while active and involved, does not have the discretionary household income to provide the funding for the acquisition of a new properly sized refrigerator. We would respectful request that the 50% contribution requirement to the project be waived.