Minutes – Executive Policy Committee – September 17, 2019

Report – Standing Policy Committee on Protection, Community Services and Parks – September 9, 2019

Item No. 2 Community Safety and Crime Prevention Program

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

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

1. That the Community Safety and Crime Prevention Grant Program (the "Program") be approved as outlined in this report.

2. That the City Solicitor and Director of Legal Services be directed to prepare and bring directly to Council for enactment a by-law to implement the Community Safety and Crime Prevention Grant Program in accordance with this report and as required by the requirements of The City of Winnipeg Charter.

3. That Council makes an exception to Recommendation O.(i) of the 2019 Adopted Operating Budget Recommendations, adopted by Council on March 20, 2019, and any subsequent annual budget recommendations requiring that successful Program recipients enter into grant agreements with the City.

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

Report – Standing Policy Committee on Protection, Community Services and Parks – September 9, 2019

DECISION MAKING HISTORY:

Moved by Councillor Rollins,

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

Carried

STANDING COMMITTEE RECOMMENDATION:

On September 9, 2019, the Standing Policy Committee on Protection, Community Services and Parks concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: Community Safety and Crime Prevention Program

Critical Path: Standing Policy Committee on Protection, Community Services and Parks - Executive Policy Committee - Council

AUTHORIZATION

Author	Department Head	CFO	CAO
J. Honey	C. Fernandes	P. Olafson, Interim CFO	D. Wardrop, Acting Interim CAO

EXECUTIVE SUMMARY

This report outlines recommendations to guide the distribution of $100,000.00 of funding from the Community Safety and Crime Prevention Program (the "Program"), including applicant criteria, an application process, a funding evaluation and award process, as well as the creation of a web page to communicate awarded funding details (including geographic distribution of funds) with successful applicants and the public. This report also recommends that 2019 Program applications be approved to a maximum of $5,000 per application.

RECOMMENDATIONS

1. That the Community Safety and Crime Prevention Grant Program (the "Program") be approved as outlined in this report.

2. That the City Solicitor and Director of Legal Services be directed to prepare and bring directly to Council for enactment a by-law to implement the Community Safety and Crime Prevention Grant Program in accordance with this report and as required by the requirements of The City of Winnipeg Charter.

3. That Council makes an exception to Recommendation O.(i) of the 2019 Adopted Operating Budget Recommendations, adopted by Council on March 20, 2019, and any subsequent annual budget recommendations requiring that successful Program recipients enter into grant agreements with the City.

4. That the proper officers of the City be required to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

On March 20, 2019, as part of the 2019 Budget process Council approved a transfer of $100,000 annually for four years starting in 2019 from the Civic Initiatives, Promotional and Protocol grant

program to the General Purpose Reserve Fund to support the establishment of the Program, the intent of which is to provide community groups with additional resources to address safety and crime prevention needs.

To support the implementation of a Program distribution framework, on June 26, 2019 the Standing Policy Committee on Protection, Community Services and Parks directed the Winnipeg Public Service, working in cooperation with the Winnipeg Police Service and community-based stakeholder groups, to develop parameters for the Program to support community groups dedicated to improving community safety and crime prevention and report back within 60 days.

Further, an Executive Policy Committee motion of July 2, 2019 prioritized resources from the Program for local crime prevention groups that are focused on deterring and reporting illicit drug activity.

The Chief Financial Officer is the Fund Manager for the General Purpose Reserve Fund. Subject to the approval of the By-law, the Director of Community Services will have the delegated authority to approve, award and disperse funds and manage the delivery of the Program from the General Purpose Reserve Fund.

Pursuant to ss. 219(1) and 54(2) of The City of Winnipeg Charter, any grant program must be established by way of by-law, and pursuant to the recommendations of the 2008 Grant Administration Audit, all grant recipients must be required to enter into a grant agreement with the City.

IMPLICATIONS OF THE RECOMMENDATIONS

There are no financial, regulatory, environmental, operational, human resources, or other implications resulting from the recommendations of this report.

If the recommendations of this report are concurred in, the City Solicitor and Director of Legal Services will prepare a grant program by-law required by the Charter to operationalize the Program. Moreover, as an exception to the recommendations of the 2008 Grant Administration Audit, approved recipients will receive grant monies without being required to enter into a grant agreement with the City. Although a lack of agreements reduces the City's ability to recover funds that are not used in accordance with the Program or if the reporting requirements of the Program are not met, this exception is being recommended due to the small size of the individual grants and the need to have them issued quickly.

HISTORY/DISCUSSION

In the June 26, 2019 Standing Policy Committee motion, the Public Service was directed to work in cooperation with the Winnipeg Police Service and community-based stakeholder groups to develop Program parameters. Given the 60-day deadline as directed for reporting back to the Committee, and in the interests of expediting the 2019 release of Program funds to community groups to address safety and crime prevention needs, community consultation was unable to occur. As a result, the program will be reviewed regularly and could be modified in the future to address community needs relative to the proposed Plan. The Winnipeg Police Service was consulted and their comments have been incorporated into this Program and process.

On July 19, 2018, Council approved funding through the Destination Marketing Reserve for consultant services to develop a Community Safety Strategic Action Plan ("Plan") for submission to Executive Policy Committee in the fourth quarter of 2019. Following this, the Community Services Department awarded an RFP to MNP to develop said Plan. The Plan includes but is not limited to the following deliverables:

- A comprehensive current state community safety audit for Winnipeg that *includes internal and external stakeholder engagement*;
- A jurisdictional scan / best practice research into community safety grant funding, and;
- Recommendations for a new community safety grant funding process.

The forthcoming submission of the Plan will include several deliverables directly related to reviewing the current state of City of Winnipeg community grant funding and proposing a more effective grant system with direct alignment to local community safety objectives and outcome evaluation criteria. It may be recommended that future (2020-2022) Program components be based on the Plan's recommendations.

Community Safety and Crime Prevention Program parameters

The Program is intended to support community-level activities that:

- Strengthen local crime prevention and community safety efforts;
- Promote the exchange of information between community residents;
- Help build closer relationships between communities and the Winnipeg Police Service.

<u>Applicant Criteria</u>

- Program applicants must be a not-for-profit incorporated, or unincorporated, community entity, group or association;
- Funded activities must take place in the City of Winnipeg;
- Funded activities must be aimed at:
    - Reducing preventable crime
    - Increasing communication and knowledge amongst community members
    - Encouraging reporting of criminal or suspicious activity
    - Improving levels of personal and neighbourhood security
    - Helping to reduce the fear of crime
- Preference will be given to applications that focus on preventing illicit drug activity

<u>Application / Activity Timelines</u>

- The 2019 Program application intake period will be October 1 to October 31, 2019.
- The Public Services' intention is to award Program funds by November 30, 2019.
- Funds must be expended by November 30, 2020.

<u>Program Distribution / Reporting</u>

- With a four-week intake period (October 1 - 31, 2019) and timely promotion and information sharing of this funding opportunity between the Public Service and its community safety partner agencies, only one (1) Program distribution phase will be required. If a Program fund balance exists following the Program evaluation and distribution period, a second Program distribution phase may be implemented.

- Subject to approval of the By-law, the Community Services Department will lead the Program intake, including receiving, evaluating, awarding, dispersing and evaluating Program funds.
    - A Program Award Selection Committee, consisting of members from Community Services and the Winnipeg Police Service, will oversee the evaluation and award of the Program applications.
- The Public Service is recommending that, subject to approval of the By-law, authority be delegated to the Director of Community Services to review and approve applications and award grants to each approved applicant in the amount of no more than $5,000.00 per application. This per application limit provides the opportunity to maximize the number of Program beneficiaries while promoting greater distribution of funds across the city of Winnipeg.
- Multiple applications for similar activities by the same applicant and serving the same community, or for activities being administered by the applicant that are already being funded by the City of Winnipeg, will not be considered.
- Concurrent with any formal media announcement and public communication regarding the opening of a Program application window, the Community Services Department will liaise with the Winnipeg Police Service and other relevant Departments, and will contact known relevant external stakeholders to ensure awareness of said Program.
- Reporting on the distribution of Program funds will be accomplished via a Program Reporting webpage on Winnipeg.ca. The webpage will identify basic information regarding applications received as well as provide mapping and infographics that outline the type of programs being awarded and their geographic distribution throughout Winnipeg.

Program Evaluation

Following the conclusion of funded activities, Program grantees will be expected to report back to the City of Winnipeg within 60 days of the funding being expended with the following information:

- A statement outlining the use of Program monies including activities and operations conducted as well as an approximate number of Winnipeg citizens served by the activity;
- Any observable positive outcomes that reflect successful implementation of the funded activity;
- Any lessons learned by the organization in developing and implementing the funded activity;
- The organization's future intentions as they relate to repeating or expanding upon (if applicable) the funded activity;

* See Attachment A for Program Application Form

Charter Requirement for By-law

Pursuant to subsection 219(1) and subsection 54(2) of The City of Winnipeg Charter (the "Charter"), any program of grants must be implemented by way of a by-law. The Program is considered to be a program of grants and therefore requires that a by-law be enacted. Due to the tight timelines dictated by the June 26, 2019 motion of the Standing Policy Committee on Protection, Community Services and Parks, the required by-law will need to be prepared and brought back to Council for enactment at a later date.

Grant Agreements

On July 16, 2008, Council received for information the report of the City Auditor entitled "*Grant Administration Audit*", which concluded that "[*t]he City must ensure that all grants have a signed grant agreement that defines specific terms and conditions…* " This report recommends, for the sake of expediency, that the recommendation of the 2008 Grant Administration Audit be waived. The Public Service notes that without a grant agreement, recovery of monies expended under the Program will be difficult and expensive.

FINANCIAL IMPACT

Financial Impact Statement Date: August 13, 2019

Project Name:

Community Safety and Crime Prevention Program

COMMENTS:

There are no financial implications as a result of the Recommendations of the Report. On March 20, 2019 Council adopted the 2019 Operating Budget which includes Council approval of a transfer of $100,000 annually for four years starting in 2019 from the Civic Initiatives, Promotional and Protocol grant program to the General Purpose Reserve Fund to support the establishment of a Community Safety and Crime Prevention program. Sufficient funds are available in the 2019 General Purpose Reserve Fund to support the program. The Recommendations of the Report provide for a grant evaluation framework and authority to the Director of Community Services to approve and manage delivery of the grant program.

"Original signed by K.Lemoine"

Kelly Lemoine, CPA, CA
Manager of Finance and Administrative Services
Community Services Department

CONSULTATION

This Report has been prepared in consultation with:

- Winnipeg Police Service
- Legal Services (as to legal issues)
- Corporate Finance
- Materials Management

OURWINNIPEG POLICY ALIGNMENT

01-2: Safety and Security –

- Foster social development and to collaborate on addressing root causes of crime;
- Build strong relationships between communities, safety stakeholders and emergency personnel and law enforcement officers;
- Build community safety capacity;
- Provide a focused and effective community police presence.

SUBMITTED BY

Department: Community Services Department
Division: Strategic Management and Business Support Services
Prepared by: Jeff Honey
Date: August 14, 2019
File No:

Attachment A: Program Application Form