



GRANT-IN-AID SELECT COMMITTEE MEETING AGENDA

WEDNESDAY, APRIL 5, 2017
BOARD ROOM
175 INGRAM STREET, DUNCAN, BC

10:00 AM

	<u>PAGE</u>
1. <u>APPROVAL OF AGENDA</u>	
2. <u>ADOPTION OF MINUTES</u>	
M1 Regular Grant-in-Aid Select Committee Meeting of February 20, 2017	1
Recommendation That the minutes of the Regular Grant-in-Aid Select Committee meeting of February 20, 2017 be adopted.	
3. <u>BUSINESS ARISING FROM THE MINUTES</u>	
4. <u>DELEGATIONS</u>	
5. <u>CORRESPONDENCE</u>	
6. <u>INFORMATION</u>	
7. <u>REPORTS</u>	
R1 Verbal Report from the Chief Administrative Officer Re: Regional Grant-in-Aid Proposed Evaluation Criteria	3
8. <u>UNFINISHED BUSINESS</u>	
9. <u>NEW BUSINESS</u>	
10. <u>QUESTION PERIOD</u>	
11. <u>CLOSED SESSION</u>	

Motion that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

12. ADJOURNMENT

The next Grant-in-Aid Select Committee Meeting will be held at the call of the chair, in the Board Room, 175 Ingram Street, Duncan, BC.

Committee Members

Director A. Nicholson, Chairperson
Director K. Davis, Vice-Chairperson
Director S. Furstenau

Director L. Iannidinardo
Director K. Kuhn

Director K. Marsh
Director A. Stone

Minutes of the Grant-in-Aid Select Committee Meeting held on Monday, February 20, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 9:33 AM.

PRESENT: Director A. Stone
Director K. Kuhn
Director K. Marsh
Director A. Nicholson
Alternate Director S. Acton
Alternate Director B. Salmon

ALSO PRESENT: B. Carruthers, Chief Administrative Officer
M. Kueber, General Manager, Corporate Services
J. Elzinga, General Manager, Community Services
P. Turney, Recording Secretary

ABSENT: Director K. Davis
Director S. Furstenuau
Director L. Iannidinardo

APPROVAL OF AGENDA

It was moved and seconded that the agenda be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Grant-in-Aid Select Committee meeting of January 23, 2017

It was moved and seconded that the minutes of the Regular Grant-in-Aid Select Committee meeting of January 23, 2017 be adopted.

MOTION CARRIED

R1 Verbal Report from the Chief Administrative Officer Re: 2017 Grant-in-Aid Application Review

The Chief Administrative Officer provided an overview of the committee’s work to date and the current documents provided for review and discussion.

The Committee discussed and applied evaluation principles and agreed to further work on this matter at the next meeting.

ADJOURNMENT

11:28 AM **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 11:28 AM.

Chair

Recording Secretary

Dated: _____

Regional Grant in Aid Select Committee
Proposed Evaluation Criteria – April 5, 2017

(Rankings 1 to 5 with 5 being highest value/quality)

1. Project Specific (1 being operational and 5 being one-time event or enhanced service)
 - Project is a one-time event; or
 - Longer term project (3 year maximum) enhances capacity or services and will be sustainable over time
 - Project has a defined start and end
 - Funding does not support core operational/administrative functions

2. Community Need (1 being narrow and 5 being broad)
 - Is the scope/reach of the service/project narrow or broad?
 - Are there other agencies providing the service/project?
 - What are the impacts of not delivering the service or completing the project?

3. Geographic Scope (1 being local and 5 being fully regional)
 - Who does the project serve – residents in a local area, sub-region or entire region?

4. Community Development (was Capacity Building) (1 being minimal community benefit and 5 being significant benefit)
 - Project builds capacity in the community to address needs
 - Projects encourages, supports, strengthens volunteerism
 - Project has economic impacts - brings leveraged funds into the community and/or results in cost avoidance or cost mitigation (crime prevention)

5. Financial Dependence (1 being low ratio of grant requested to project cost and 5 being high ratio)
 - Lower ratio acceptable for projects below (\$5000 or \$10,000)
 - Higher ratio preferred for projects over (\$5000 or \$10,000)
 - Capital grants not to exceed \$50,00

Project Category:

Social – projects that support the health, well-being and diversity of individuals and communities

Environmental – projects that enhance or protect, enhance or restore environmental values

Sport/Recreation – projects related to the provision of sports or recreation activities, tournaments or events

Arts/Culture – projects that enhance the provision and availability of arts and culture services and amenities

Heritage – projects that protect and interpret the region’s heritage values

Economic Development – projects related to creating or enhancing economic opportunities