



REPORT

TO: Mayor Lawlor and Members of Council

FROM: Mandy Keller, Senior Manager of Community Development

DATE: October 11, 2023

REPORT NO.: RP-2023-017

SUBJECT: Halton Hills 50th Anniversary (2024) Legacy Project Grant

RECOMMENDATION:

THAT Report No. RP-2023-017 dated October 11, 2023, regarding Halton Hills 50th Anniversary (2024) Legacy Project Grant, be received;

AND FURTHER THAT the proposed Halton Hills 50th Anniversary (2024) Legacy Project Grant guidelines and plan for intake and selection, as outlined in this Report No. RP-2023-017, be approved;

AND FURTHER THAT two councillors be appointed to the Halton Hills 50th Anniversary (2024) Legacy Project Grant selection committee, as outlined in this Report No. RP-2023-017;

AND FURTHER THAT four or more Halton Hills 50th Anniversary (2024) Legacy Project Grants be recommended for Council approval up to the allocated amount of \$10,000, as outlined in this Report No. RP-2023-017;

KEY POINTS:

The following are key points for consideration with respect to this report:

- The Halton Hills 50th Anniversary (2024) Legacy Project Grant is a one-time grant opportunity.
- A minimum of four community groups will be granted up to a maximum of \$2,500 in funding for legacy projects in 2024.
- The proposed Legacy Project Grant guidelines and application process can be found in Appendix A to this report.

- A five-week intake will open Monday November 6th, 2023, with an application deadline of Sunday December 10th, 2023.
- Staff is recommending that two councillors be appointed to the Legacy Project Grant selection committee.
- Staff is recommending that more than four projects be recommended for final approval should the budget allow (up to \$10,000).
- Council will receive a request for final approval of the recommended grant recipients at the January 22nd, 2024, Council meeting.

BACKGROUND AND DISCUSSION:

The opportunity for the Halton Hills 50th Anniversary (2024) Legacy Project Grant was outlined in Report No. RP-2023-012 regarding Halton Hills 50th Anniversary (2024) approved by Council in principle on July 10th, 2023.

The purpose of this report is to seek approval from Council for the proposed Halton Hills 50th Anniversary Legacy Project Grant guidelines and to confirm the plan for intake and selection of the projects that will receive grants.

The Legacy Project Grant is intended as a one-time grant opportunity that will provide a minimum of four community groups up to a maximum of \$2,500 in funding towards legacy projects that relate to the 50th anniversary theme of “Recognizing the Communities of Halton Hills”. Legacy projects are to be completed in 2024 and could consist of community improvements projects, public art, park or trail related components, signage/plaques, or outdoor furniture/amenities etc.

The proposed Halton Hills 50th Anniversary Legacy Project Grant guidelines can be found in Appendix A to this report. The guidelines and application process have been developed to be user friendly while still applying enough structure that the review committee can select at least four projects from the projects that have been proposed by the community.

Subject to approval of this report, staff will launch promotion and communications regarding the Legacy Project Grant opportunity to community groups. Community groups will have five weeks to complete their applications with intake starting Monday November 6th, 2023, and an application deadline of Sunday December 10th, 2023.

After the deadline, applications will be reviewed by a selection committee of staff and two councillors. As per the recommendation of this report No. RP-2023-017 staff request that two councillors be appointed to the selection review committee. A report outlining the selected legacy projects will be brought to the January 2024 council meeting for final approval by Council.

A one-time budget request of \$10,000 for legacy project grant funding will be included for decision through the 2024 budget process. It is intended that this budget allocation (\$10,000) will allow four legacy project requests of up to \$2500 each. That said

community groups may request grant amounts lower than the maximum which may allow for the funding of more than four projects. Staff are recommending that additional projects be awarded if the legacy project grant budget allows.

Separate from this Legacy Project Grant opportunity, the Town will continue to support annual initiatives and events in 2024 through the Community Partnership Program. Additionally, those community groups may choose to also incorporate a 50th Anniversary theme as part of their initiatives and events under that program in 2024.

STRATEGIC PLAN ALIGNMENT:

This report is administrative in nature and does not have an impact on the Town's Strategic Plan.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement was not needed as this report is administrative in nature.

INTERNAL CONSULTATION:

Staff from Recreation and Parks and Business, Environment and Culture all provided feedback to the development of the Halton Hills 50th Anniversary (2024) Legacy Project Grant guidelines.

FINANCIAL IMPLICATIONS:

The request of a one-time budget allocation of \$10,000 for legacy project grant funding will be brought forward to Council for formal approval through the 2024 budget process as outlined in Report No. RP-2023-012 regarding Halton Hills 50th Anniversary (2024) approved by Council in principle at the July 10th, 2023, meeting.

This report will require funding in a future budget year and therefore needs pre-approval for an approved funding source.

Reviewed and approved by,

Paul Damaso, Commissioner of Recreation & Parks

Chris Mills, Chief Administrative Officer