

TORONTO STAFF REPORT

September 7, 2004

To: Board of Health
From: Dr. Barbara Yaffe, Acting Medical Officer of Health
Subject: 2004/2005 Student Nutrition Programs Service Subsidies

Purpose:

This report requests that the Board of Health adopt the recommendations of the Student Nutrition Program Steering Committee regarding the 2004/2005 Student Nutrition Program service subsidy allocations.

Financial Implications and Impact Statement:

The approved 2004 Consolidated Grants Budget includes an allocation of \$2,499,340.00 for the Student Nutrition Program including an additional \$500,000.00 in one time funding approved by City Council. This report recommends service agreements with the Toronto Foundation for Student Success and the Metropolitan Toronto Catholic Education Foundation for the administration of service subsidy allocations to eligible student nutrition programs, for a total of \$2,499,340.00.

The Chief Financial Officer and Treasurer has reviewed this report and concurs with the financial impact statement.

Recommendations:

It is recommended that:

- (1) the Board of Health recommend that City Council execute agreements which includes an additional \$500,000.00 one time funding for a total of \$2,499,340.00 with the Toronto Foundation for Student Success (\$2,278,580.58) and the Metropolitan Toronto Catholic Education Foundation (\$220,759.42) to administer the allocation of service subsidies to eligible student nutrition programs across the City of Toronto;
- (2) authority be granted to the Medical Officer of Health to take the necessary action to give effect thereto, including the execution of agreements with the Toronto Foundation for

Student Success and the Metropolitan Toronto Catholic Education Foundation on behalf of the City; and

- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

Background:

On April 19, 1998, City Council approved \$1,310,500.00 from the Toronto Public Health budget as the municipal contribution to the Student Nutrition Program. This Program was designed to subsidize meal programs for approximately 30,000 children in 210 student nutrition programs within the City of Toronto.

In response to growing community need and increases in the number of students participating in the programs (approximately 64,000 students in 2003), funding has been increased to support programs in meeting minimum nutrition standards and current food costs.

On August 26, 1998, the Board of Health endorsed the establishment of administrative and operational structures to support the Student Nutrition Program, and the process of allocation of the municipal funding. An administrative structure was established to provide mechanisms to support programs and to ensure program quality and accountability. It currently includes the following components:

- (1) **Steering Committee:** Comprised of members from Toronto Public Health, the Toronto District School Board, Toronto Catholic District School Board, the Toronto Foundation for Student Success, the Metropolitan Toronto Catholic Education Foundation, Toronto Partners for Student Nutrition, Toronto City Council and community members. The Steering Committee is responsible for policy decisions, allocation of funds and financial accountability;
- (2) **Allocations Subcommittee:** Comprised of one member each from the Toronto Catholic District School Board, the Toronto District School Board, the Metropolitan Toronto Catholic Education Foundation, the Toronto Foundation for Student Success and Toronto Public Health. This Subcommittee prepares funding recommendations for Steering Committee approval, issues funds and ensures financial accountability of funded programs ;
- (3) **Toronto Partners for Student Nutrition:** A city-wide implementation committee comprised of representatives from the Student Nutrition Program Networks across the city, as well as Toronto Public Health, school boards and their foundations. The role of this committee is to make recommendations to the Steering Committee on program policies and criteria; to coordinate program implementation, monitoring and educational opportunities for student nutrition programs; and to provide a strong communication link among program networks across the city; and
- (4) **Local Program Networks:** Local committees supporting student nutrition programs exist within geographic or administrative districts. These Networks facilitate information

sharing within the district, assist programs with the funding application process and with local implementation issues. Local community members are invited, through these Networks, to participate at Toronto Partners for Student Nutrition meetings.

Final allocations are based on an equity funding formula approved by the Steering Committee. The Equity Funding Formula is based on 2001 census data for income. Programs in higher need areas, where parental contributions are expected to be lower, receive a higher rate of funding than those in lower need areas. Standardized meal costs per program per student is used for calculating program costs.

Comments:

(1) Application and Review Process 2004/2005

The allocation process for municipal funding began in February 2004, when the 2004/2005 Funding Applications were distributed to all existing student nutrition programs. Instructions on how to fill out the application were provided. Members of Toronto Partners for Student Nutrition were also available to assist sites in preparing applications on an individual basis or via regional workshops.

Review committees consisting of staff from public health, both boards of education and community partner representatives met to review applications on three separate dates. The committees were instructed on how to review applications consistently using standardized review forms, following appropriate conflict of interest guidelines. Applications that were recommended for funding were forwarded to the Student Nutrition Program Steering Committee for final approval of allocations.

(2) Summary of Allocations and Recommendations:

The Student Nutrition Program Steering Committee received and approved the following recommendation for the distribution of funds on August 31, 2004:

Metropolitan Toronto Catholic Education Foundation (29 programs)	\$ 220,759.42
Toronto Foundation for Student Success (245 programs)	2,128,580.58
Toronto Foundation for Student Success (Reserve for appeal purposes*)	<u>150,000.00</u>
Total (274 programs**)	\$2,499,340.00

* The monies held in reserve will be used to make adjustments to the allocations as required and to distribute funds among all programs, based on the funding formula, prior to December 31, 2004.

** To streamline the application process, sites with 2 snack programs, (morning and afternoon), are being counted as only 1 program this year. The result is an apparent decrease in number of programs, when in fact, the number of children served has increased from 60,000 in 2002/2003 to 64,000 in 2003/2004.

A total of 274 programs have been approved for 2004/2005 allocation. There are approximately 2 other programs that may be reconsidered in the Fall 2004 Appeals Process. The entire grant is

distributed among programs, and none of it is used for administration or overhead. As in previous years, local programs will receive their allocated municipal funds in three instalments; one in early September, one in December, and one in March of the following year. In order to receive subsequent instalments, a program must submit detailed monthly financial reports to their respective foundation and address unmet program requirements. Toronto Public Health will continue to assist programs in maintaining and improving the nutritional quality and safety of meals served.

(3) Provincial Funding

Applications for each program have been collated and forwarded as a group application to the Canadian Living Foundation to access provincial funding. The outcome of this application will be determined in October 2004. The funding from the province will go to the school board foundations for administration.

(4) Parental Contributions and Local Fundraising

Parental contributions and local fundraising are significant funding sources at the local community level, as per the criteria of the Student Nutrition Program. This does not include the in-kind contributions such as school space and school staff time to run the programs.

(5) Update on Implementation of City Auditor's Recommendations

Toronto remains a key partner in a provincial Ontario Child Nutrition Program Evaluation project funded through the Canadian Living Foundation by a three-year Trillium Grant. Through this provincial evaluation, standard performance measure tools will be developed for use by the Student Nutrition Program. Toronto Public Health has also initiated a nutrient and food costing analysis of student nutrition program data collected by Registered Dietitians during site visits. This monitoring project will identify the key nutrients provided in the programs and the costs associated with serving a nutritious snack or meal.

Conclusion:

The Student Nutrition Program Steering Committee requests that the Board of Health recommend the City of Toronto execute agreements with the Metropolitan Toronto Catholic Education Foundation and the Toronto Foundation for Student Success, for a combined total of \$2,499,340.00.

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