



STAFF REPORT ACTION REQUIRED

Community Service Partnerships – 2008 Allocation Recommendations

Date:	May 16, 2008
To:	Community Partnership and Investment Program Appeals Sub-committee
From:	Executive Director, Social Development, Finance & Administration
Wards:	All
Reference Number:	

SUMMARY

Community Service Partnership (CSP) program provides ongoing support to not-for-profit organizations that work to improve social outcomes for vulnerable, marginalized and high-risk communities. The total Community Service funding envelope within the Community Partnership and Investment Program (CPIP) is \$10,926,477.00.

237 organizations were assessed for municipal support under the 2008 CSP. This report recommends that \$10,844,420.00 be allocated to 232 organizations for 496 programs (424 service programs and 72 core administration requests). This amount includes \$10,712,420.00 recommended to maintain ongoing funding to eligible programs; and \$132,000.00 recommended for allocation to new and increased requests under the equity framework. An additional amount of \$14,057.00 is held for appeals.

Within the CSP funding envelope, an amount of \$68,000 is to be directed to locality based social development activities in Regent Park, and is the subject of a separate report to Community Development and Recreation Committee.

RECOMMENDATIONS

The Executive Director, Social Development, Finance and Administration recommends that:

1. the Community Partnership and Appeals Sub-committee approve the 2008 Community Service Partnerships allocations totalling \$10,844,420.00 for 496

- programs in 232 organizations as recommended in Appendices A and D; and an amount of \$14,057.00 be held for appeals;
2. this report be forwarded to the Community Development and Recreation Committee; and,
 3. the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Financial Impact

This report recommends that the 2008 approved Operating Budget of \$10,926,477.00 for the Community Service Partnership program within (CPIP) be allocated as per Appendices A and D, (\$10,844,420.00), with \$14,057.00 set aside for appeal purposes, and \$68,000.00 to be directed to locality-based local planning, which is the subject of a separate report to Community Development and Recreation Committee.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

Community Service Partnership program provides ongoing support to organizations based on annual applications and recommendations.

In February, 2008 Council confirmed the eligibility assessment of new and returning applicants to the Community Services partnership program.

<http://www.toronto.ca/legdocs/mmis/2008/cd/bgrd/backgroundfile-11111.pdf>

ISSUE BACKGROUND

The City of Toronto provides support to the not-for-profit sector through funding programs under the general authority for making municipal grants provided in Section 83 of the *City of Toronto Act, 2006* (S.O. 2006, c.11). The City supports and sustains the social well being of Toronto's communities by providing funding to not-for-profit organizations under the Community Service Partnerships (CSP) for programs that address its mission to improve social outcomes for vulnerable, marginalized and high-risk communities.

In order to support a stable community services sector and provide opportunities for communities to come together to address issues, CSP operates as an ongoing funding program. While the mission remains constant, the CSP program guidelines and administrative practices are reviewed and modified regularly to respond to emerging issues in the sector.

The CSP Guidelines are posted on the City's website at www.toronto.ca/grants/csp This document defines the purpose of the CSP and its relation to City goals and the City of Toronto Grants Policy, organizational and program eligibility, criteria against which

organizations and their programs are assessed, the allocations process, and provides information on resources to help organizations with their application.

COMMENTS

Application Process:

During 2008, all applicants submitted their applications on-line through the Corporate Grants Information System (CGIS). The CGIS is a major innovation in e-business service for the city, developed to improve the application process for applicants as well as to provide better capacity for CPIP programs to coordinate assessment and monitoring activities and report on performance measures across all city funding programs. A total of 229 returning applicants and 30 new applicants registered to use the on-line application system. All returning applicants and 14 new applicants subsequently submitted their on-line application. Organizations that registered and did not submit an application were contacted to ensure that CGIS administrative problems had not been the cause of their failure to submit an application.

Training sessions were provided to new and returning applicants and 211 applicants participated in 25 interactive workshops held at the City's St Lawrence Hall training centre. Telephone support was provided 10 hours a day, 5 days a week for the duration of the application period. The on-line system was available for use by applicants starting November 5, 2007. During this period, staff responded to over 700 calls and e-mails and provided one-to-one support such as additional training time or access to computers. As a result of technical problems with the on-line system, the deadline for applications was extended beyond the original date of December 14, 2007 to ensure that all applicants were able to submit their applications online.

A number of supports were available prior to the CSP application deadline to help organizations understand the CSP program guidelines, criteria and timelines. One CSP information session was held at Metro Hall in October. In addition, Community Development staff provided individual support for some applicants by phone or by appointment. Workshops are provided throughout the year for developmental organizations to increase their ability to build strong, accountable organizations. During 2007, seminars and workshops on fundraising and resource development were available to CSP clients through links with other funders and through city divisions.

Assessment Process:

The CSP assessment is conducted in two stages. The program and organization must meet all the eligibility criteria and be assessed as having a strong fit and appropriate performance level using the assessment criteria. The criteria reflect the CSP risk management framework and ensure that funding is recommended to organizations with the capacity to appropriately manage and deliver the intended programs.

Once an organization and program have been found to be eligible, the application moves to the assessment phase. Eligible organizations are assessed to determine how well they contribute to the CSP goals and priorities by looking at the organization's track record in

the areas of the organization's management structure and its capacity to deliver the programs for which funds have been requested. To be funded, the assessment must show that the organization is accessible, effective, resourceful and accountable.

Monitoring:

The CSP has a comprehensive risk management framework which has been developed as a systematic approach to maximizing the likelihood that the program goals will be met by defining what levels and kinds of risk are acceptable in the allocation of funds to organizations, and detailing strategies appropriate to minimizing accepted risks. Each funded organization has been assigned a monitoring plan based on the level of risk identified during the assessment process. Areas of risk are directly related to CSP eligibility and assessment criteria, and these criteria are identified in comments or conditions on the applicant's summary sheet as appropriate.

Application Overview:

A total of \$13,227,834.19 was requested by 237 organizations under 2008 CSP assessment. A total of \$10,712,420.00 (excluding \$14,057.00 for appeals) is available for allocation. Two hundred and twenty nine previously funded organizations and 8 new applicants submitted 437 program requests and 96 requests for core administration support for a total of 533 specific program requests.

The 8 eligible new organizations were assessed for support: six of these were determined to be a good fit with the CSP criteria and provide services to communities considered high priority within the CSP equity framework; two were determined to be a lower priority based on the equity framework. Of the eight new applicants, four have been recommended for funding in 2008.

Allocations Framework:

Under the CSP, organizations apply for program-specific funding. Because the funded programs and services are ongoing, maintaining support to previously funded programs is the first priority in the allocation of CSP funds. Subject to budget constraints, programs funded in one year that are assessed as complying with all of the CSP criteria in the subsequent year are recommended for the same level of support.

In order to address ongoing issues of rising costs for service provision in the community services sector, an across the board allocation level adjustment of 2% for all ongoing program allocations is recommended. This 2% funding level adjustment has been applied to all returning, eligible programs and is not dependent on an organization's requested amount. The funding level adjustment also has the impact of raising the maximum allowable allocation per program from \$50,000.00 to \$51,000.00.

Applications for new program funding or increased funding for current programs were prioritized using the CSP Mission Statement and CSP Equity Framework with a focus on

geographic and community of common bond equity. For 2008, the CSP focused on the area of community equity and targeted available resources to communities that are disadvantaged, high-risk and marginalized, including the thirteen priority neighbourhoods.

Allocation Recommendations:

The total approved budget for 2008 CSP is \$10,926,477.00. This includes an increase of \$350,000.00 over the 2007 Approved Budget.

Of the 237 total applicants under assessment, 232 organizations (496 programs) have been recommended for a total of \$10,844,420.00. Five applicants have not been recommended for funding: four are new applicants and one is returning.

Of the 232 recommended organizations, 3 Aboriginal and 76 ethno-specific/multi-ethnic organizations and 54 programs serving these populations in other organizations will receive \$4,206,745.00, or 39 percent of the total 2008 CSP recommended allocations. This represents a total of 188 programs serving the Aboriginal or one or more ethno-specific community.

Requests for new or increased funding totalled \$2,635,951.25. Of this amount \$1,219,146.00 was determined to be a high priority within the CSP equity framework. With the available funds, recommendations have been made for new and increased funding totalling \$132,000.00. The program requests determined to be high priority that have not been recommended due to lack of funding are identified in Appendix C.

Of the new and increased allocations, \$75,000.00 has been recommended for programs serving the city's priority neighbourhoods and \$57,000.00 has been recommended for citywide programs or services in suburban neighbourhoods. The programs recommended for increases are identified on the individual summary sheets for the relevant applicants, and also listed as a group in Appendix B.

In order to address the ongoing need for core administration support in the sector, one new and 4 returning organizations have been recommended for increased or new support for this purpose. Core administration includes administrative functions performed by the executive director, bookkeeper and volunteer coordinator; the preparation costs of the Annual Financial Audit; general office expenses and activities that build the capacity of the organization in governance, membership and volunteer development. These functions are essential to the effective provision of community programs and the accountability requirements that CSP places on funded organizations.

Funding conditions and comments have been applied to some allocations. Conditions and comments serve two functions: first, they are used to ensure funded organizations continue to meet the CSP criteria, while allowing them sufficient time to make required changes; and second, they are used as a tool to encourage organizations to develop in ways that will strengthen their current and future operations. Sixteen organizations have been recommended with funding conditions and/or future funding conditions.

A total of \$14,057.00, or 10% of the CSP funds available for new allocations after the allocation level adjustment of 2%, has been reserved for appeals.

Allocation Type:	No. of Programs	Funds Allocated	Percent of Budget (%)
<i>Recommendations for ongoing support</i>			
Returning organizations --- Maintenance of previously funded programs	420	\$9,833,080.00	89.99
Returning organizations -- Maintenance of previously funded Core Administration programs	67	\$879,340.00	8.05
<i>Recommendations for increased support</i>			
Returning organization --New programs	0	0.00	0.00
Returning organization--Existing program	2	\$7,000.00	0.06
Returning organization – New Administration	4	\$25,000.00	0.23
Returning organization – Existing Administration	0	0.00	0.00
New organization-- Program	4	\$95,000.00	0.87
New Organization—Administration	1	\$5,000.00	0.05
Locality-based social planning		\$68,000.00	0.62
Appeals Fund		\$14,057.00	0.13
TOTAL FUNDING		\$10,926,477.00	100.00

The attached appendices provide information on specific recommendations to organizations: Appendix A - 2008 Community Service Partnerships – Recommendations by Organization; Appendix B - Programs and Organizations Recommended for Increases or Decreases; Appendix C – Programs identified as high priority and not recommended due to lack of funding; Appendix D - Detailed Organization Recommendations - Summary Sheets.

CSP relationship to City Initiatives:

CSP funding provides a key resource for local neighbourhoods and communities of common bond to address local issues, many of which correspond to priorities being addressed through city initiatives and services.

Within CSP funded organizations, members, volunteers and local residents are actively engaged in making their neighbourhoods welcoming, safe and engaging places to live. Opportunities for community engagement include membership in the organization, providing leadership through participation on the board of directors, sharing time and skills within agency services, developing opportunities in the community for dialogue and problem solving, volunteering on committees or providing services. Funded organizations reported the involvement of 46,862 service and governance volunteers during 2007.

In addition to the impact of direct services provided by funded organizations, CSP funding supports the employment of 1,112 full time equivalent positions, and helps leverage \$7.90 of funding from other sources for every \$1.00 of CSP allocation.

	Recommended programs
Volunteers	46,862
Full time equivalent staff	1,112
Total of program budgets	\$8,5610,689.00
CSP funding leverage	1 : 7.9

Locality based social planning and service issues:

During consideration of the 2007 CSP, planning and service issues for the Alexandra Park community were identified and addressed through a process involving youth services delivered in cooperation with Scadding Court, and a one-time youth engagement in local planning initiative in cooperation with TCHC and Toronto Social Planning Council. For 2008, the youth services component has been included in the Scadding Court application and recommended as the Alexandra Park Youth program.

The Regent Park Neighbourhood Initiative is currently finishing year two of a three year commitment of CSP funding of \$68,000.00 per year. The organization must reapply each year, and the recommendation for third year, 2008 funding is the subject of a separate report submitted to community Development and Recreation Committee.

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SIGNATURE

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ATTACHMENTS

Appendix A: 2008 Community Service Partnerships – Recommendations by Organization

Appendix B: Programs and Organizations Recommended for Increases or Decreases

Appendix C: Programs and Organizations Identified as High Priority and Not Recommended Due to Lack of Funding

Appendix D: Detailed Organization Recommendations – Summary Sheets