



**STAFF REPORT
ACTION REQUIRED
with Confidential Attachment**

Appointment of the 2009 Identify 'N Impact Review Panel

Date:	May 26, 2009
To:	Community Development and Recreation Committee
From:	Executive Director, Social Development, Finance and Administration
Wards:	All
Reason for Confidential Information:	This report deals with personal matters about an identifiable person.
Reference Number:	

SUMMARY

This report recommends the appointment of members of the Allocations Review Panel for the 2009 Identify 'N Impact Investment (INI) funding program. The individuals recommended for appointment are listed in Confidential Attachment 1.

The panel members are youth from priority investment neighbourhoods with local experience of youth and community issues. Panel members receive training in City of Toronto funding policies and practices, effective program development and youth issues in preparation for their role in making allocation recommendations. The panel is supported by staff from Social Development Division. The recommendations of the youth panel for funding allocations will be considered by the Community Partnership and Investment Program Appeals Sub-committee and the Community Development and Recreation Committee before being forwarded to City Council for approval.

RECOMMENDATIONS

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

1. Council appoint the six individuals listed in Confidential Attachment 1 to the 2009 Identify 'N Impact Investment Program Allocations Review Panel;

2. Council delegate authority to the Executive Director, Social Development Finance and Administration to appoint INI panel members for the six remaining positions from priority neighbourhood areas not now included in the panel;
3. Council delegate authority to the Executive Director, Social Development Finance and Administration to appoint INI panel members to replace any members that resign or are unable to complete their activity, from an unrepresented priority neighbourhood;
4. Council approve a change to the definition of youth in the INI Panel terms of reference to the age range of 13-24, to conform to the definition of youth used in other City programs and the Toronto Youth Cabinet;
5. Council authorize the public release of the approved list of Identify 'N Impact panel members;
6. the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

Financial Impact

There is no financial impact beyond what has already been approved in the current year's budget.

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

DECISION HISTORY

In June, 2006 Council approved Review Panel Guidelines for Community Partnership and Investment Programs. A review panel is a body that includes people other than City staff who assess eligible applications and make recommendations regarding the allocation of funding. Establishing an Allocations Review Panel requires approval from City Council. The Panel will convene for the fourth time in 2009.

ISSUE BACKGROUND

The Identify 'N Impact Investment (INI) program was approved by Council to fund youth-led projects that enhance engagement opportunities for youth through community organizations and groups. The program was initiated through the advocacy efforts of the Toronto Youth Cabinet, and works to encourage and build youth leadership capacity.

The participation of youth in the review of applicants provided helpful information and insight into the assessment of applicants during the 2006, 2007 and 2008 application cycles. The 2009 Panel will work with staff to review eligible applications and make funding recommendations. The panel members will bring an understanding of youth

issues, challenges and local opportunities to the review process that is not currently available within the city.

COMMENTS

Panel Recruitment and Selection:

Panel members were recruited through a flyer that was distributed widely across the city, sent to youth organizations, libraries, community centres, recreation centres and youth outreach networks in the priority neighbourhood areas. The information was also posted on the city web site, distributed through the Toronto Youth Cabinet list serve and through other priority neighbourhood initiatives such as Involve Youth activities. Toronto Youth Cabinet members participated in the outreach to potential panel members, and city staff also worked to identify young people in priority neighbourhood areas who might be interested in participating.

In keeping with the Council approved focus of the Identify 'N Impact program, recommended members live in one of the city's 13 priority investment neighbourhoods and represent racialized youth, particularly African Canadian youth. Recruitment was targeted to youth who have not had previous opportunities to participate in formal engagement processes or decision-making bodies. Up to five panel members from previous years are able to be invited back to share their skills and continue to develop their capacity and understanding of the processes. In 2009, a large number of previous panel members applied to return to the panel, and not all applicants were able to be recommended. Staff will identify options to offer to the youth that could not be accommodated in the panel for other engagement opportunities. The panel terms of reference also indicate that at least two members of the panel are members of the Toronto Youth Cabinet, and this is indicated on the list of members.

Toronto Youth Cabinet representatives worked with staff to select panel members through a screening and interview process. The list of individuals recommended is a result of this process, and includes six representatives from six priority neighbourhood areas. All the recommended members have confirmed their interest and participated in training workshops.

Although more than the required number of applications was received, recruitment for the remaining six positions on the panel is still underway to ensure broad representation from the priority neighbourhoods. This additional recruitment will focus on youth in priority neighbourhoods that are not currently represented. The usual definition of youth used by City programs includes young people ages 13-24, and it is recommended that Council approve a change to the panel terms of reference to this common definition.

In order to maintain the scheduled training and review timeline for funding submissions, with a full complement of panel members, it is recommended that Council delegate

authority to the Executive Director, Social Development Finance and Administration to appoint members to fill these six spots, as well as any vacancies that may arise during the process. This will ensure that the panel composition meets the goal of 10-12 members. Panel appointments will be made for members from one of the following priority neighbourhoods not currently represented on the panel list: Crescent Town, Eglinton East-Kennedy Park, Jane-Finch, Malvern, Steeles-L' Amoreaux, Westminster-Branson, Weston-Mount Dennis. The training workshops and the review meetings take place from June to July. Committee and Council consideration and approval of the panel recommendations takes place in September.

The Identify 'N Impact review panel terms of reference provide the framework for the work of the panel. Panel members' evaluation of the process will be part of any changes recommended for future years.

Identify 'N Impact Investment Program Allocations Review Panel Terms of Reference	
1. Purpose	To bring youth experience and participation to the allocation of funds invested in youth-led projects.
2. Membership	<ul style="list-style-type: none"> • The panel will have 10-12 members • Membership will be recruited in an open call, and selection will include participation of Toronto Youth Cabinet members • Membership is open to youth between the ages of 15-24 • At least two members will represent the Toronto Youth Cabinet • Up to 5 members may be re-appointed from a previous year • New members will be recruited from youth who have not had access to formal engagement opportunities or participation in decision-making bodies • Members will represent racialized youth and youth from priority investment neighbourhoods
3. Quorum	The quorum for decision-making will be 50% of the panel members.
4. Role of the Panel	<p>The role of the panel is to:</p> <ul style="list-style-type: none"> • Attend program training and information sessions • Review and evaluate eligible INI applications • Make recommendations on funding with the assistance of SDF&A staff, that will go forward for approval to appropriate committees and Council • Attend meetings of the panel for review, evaluation and decision-making • Understand and comply with city policies for grant-making • Maintain confidentiality of records and deliberations and adhere to the Municipal Freedom of Information and Protection of Privacy Act • Declare all conflicts of interest such as membership, employment and other affiliations with applicants in the program • Provide feedback on the panel process

Identify 'N Impact Investment Program Allocations Review Panel Terms of Reference	
5. Term	One year funding cycle.
6. Time Commitment	<ul style="list-style-type: none"> • 10 training sessions (about 2 hours each) • 8-10 hours of independent review of applications • 3-4 half day sessions for panel review and evaluation

CONTACT

Sue Kaiser, Manager, Community Funding Programs
 Social Development Finance and Administration
 Phone: 416-397-7302 Fax: 416-392-8492
skaiser@toronto.ca

SIGNATURE

Chris Brillinger, Acting Executive Director
 Social Development, Finance and Administration

ATTACHMENTS

Attachment 1: Confidential Information: Appointment of the 2009 Identify 'N Impact Review Panel