



**STAFF REPORT
ACTION REQUIRED
with Confidential Attachment**

**Appointment of the Review Panel and Request for
Delegated Authority to Allocate the 2010 Identify N'
Impact Investment Funding**

Date:	June 9, 2010
To:	Community Development and Recreation Committee
From:	Executive Director, Social Development, Finance and Administration Division
Wards:	All
Reference Number:	

Reasons for confidentiality

1. This report deals with personal matters about identifiable persons.

SUMMARY

The Identify 'N Impact Investment program enables a wide variety of youth-led groups and community organizations supporting youth-led activities to provide opportunities to engage youth across the city, particularly African Canadian youth and youth in priority neighbourhoods.

This report recommends the appointment of members of the Allocations Review Panel for the 2010 Identify 'N Impact Investment (INI) program. The individuals recommended for appointment are listed in Confidential Attachment 1. In addition, this report describes a program delivery issue related to the shortened Council schedule in 2010. The report recommends that the Executive Director, Social Development, Finance and Administration be delegated authority to approve the recommendations of the panel for allocation of the 2010 Identify 'N Impact Investment program funds.

RECOMMENDATIONS

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

1. Council appoint the 12 individuals listed in Confidential Attachment 1 to the 2010 Identify 'N Impact Investment (INI) program Allocation Review Panel;
2. Council authorize the public release of the approved list of Identify 'N Impact panel members after they are approved by Council; and
3. Council delegate authority to the Executive Director, Social Development, Finance and Administration to approve the 2010 INI fund allocations from the approved 2010 budget of \$171,670.00.

Financial Impact

There is no financial implication arising from this report beyond the 2010 approved operating budget of \$171,670.00 for Identify 'N Impact Investment Program within the Community Partnership and Investment Program.

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

DECISION HISTORY

In 2006 Council approved the Identify 'N Impact Investment Fund for youth-led projects and approved the program model that includes a Review Panel of trained youth and the 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 proposed operating budget for 2010 includes an amount of \$171,670.00 for the Identify 'N Impact Investment fund to support youth-led projects. The funding is provided under the general authority for making municipal grants provided in Section 83 of the *City of Toronto Act, 2006* (S.O.) 2006, c.11).

ISSUE BACKGROUND

The Identify 'N Impact Investment Fund is designed to provide youth with civic engagement opportunities through community-based organizations, particularly in priority neighbourhoods, and expand the valuable contributions they can make to the health and well being of their city. The INI program model involves participation of a panel comprised of youth selected from priority neighbourhoods to develop recommendations for allocations under the program. The panel members bring an

understanding of youth issues, challenges and local opportunities to the review process that is currently not available within the City. The panel is appointed by Council and supported by staff from the Social Development, Finance and Administration Division.

To accommodate youth availability for participation, the review and recommendations take place during the summer followed by an allocations report to Council in the fall. The Council meeting schedule in 2010 is shortened due to the municipal election in 2010, and therefore, the program is not able to be implemented in the usual manner.

This report seeks one-time approval for delegated authority for the Executive Director, Social Development, Finance and Administration, to approve the allocation of INI funds to youth-led groups under the program model.

COMMENTS

Panel Recruitment and Selection:

The purpose of the INI program is to provide a new way for the City of Toronto to support youth-led activities in the community. The INI has been set up to involve youth from the beginning and all the way through the investment program process.

Panel members participate in training and workshops before convening during the summer to make recommendations for funding. To maximize the benefits of authentic youth engagement and development through the panel participation, up to five panel members from previous years are invited back to share their skills and continue to develop their capacity and understanding of the processes. New panel members from priority neighbourhoods are recruited, screened and selected with the assistance of the Toronto Youth Cabinet and past panel members.

After the 2009 allocations process, staff reviewed options to strengthen the recruitment of youth from priority neighbourhoods that have been under-represented on the panel. As part of this assessment, last year's panel members were consulted for input on effective outreach and meaningful engagement strategies. Previous panel members stressed the importance of their involvement in targeted face-to-face recruitment for successive INI panels. For the 2010 panel recruitment, staff integrated their feedback and engaged previous members in direct outreach activities for new participants. Community development staff also conducted targeted outreach in under-presented neighbourhoods. As in past years, information about the 2010 Panel application process was sent out by email to the INI contact list, TYC List Serve, libraries, community centres and the Neighbourhood Action networks in the neighbourhoods that were being targeted.

Terms of Reference:

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 communities
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
5. Term	One year funding cycle.
6. Time Commitment	<ul style="list-style-type: none"> • 10 – 20 hours of training* • 8-10 hours of independent review of applications • 3-4 half day sessions for panel review and evaluation

* The time commitment information has been restated to reflect the actual training schedules since the 20 hours may be completed in a different number of sessions each year.

Delegated Authority to Approve Panel Recommendations:

In past years, Council received the recommendation report for INI allocations in the fall following a process that was initiated in the spring. In order to provide a report to Council in the fall, panel members meet for training and application review in June and July. For 2010, this timeline is not available, since the report deadline for the last Council meeting is earlier this year, when panel deliberations are still in process.

Staff reviewed options for changing the 2010 timeline to an earlier schedule. As part of this assessment, last year's panel members were consulted for input on time pressures at different times of year and their availability for when the panel would meet for training and deliberations. Panel members who have participated in the training of new members were also consulted to see if they would be available earlier in the year if the timeline were to be changed.

The majority of youth participants consulted indicated that they were not able to participate in the process any earlier during the year due to school commitments, including classes and exam schedules. Many of the participants are also employed and have more flexibility in their schedules when school is not in session. Because of the priority for maintaining meaningful youth civic engagement processes and to consider this target groups' other responsibilities and availability to engage in the recruitment this report recommends delegated authority to accommodate youth needs for participation.

To ensure that all the INI funds are expended in 2010 this report recommends that Council delegate authority to the Executive Director, Social Development, Finance and Administration for INI allocation approvals based on the recommendations of the youth panel.

CONTACT

Barbara Finlay, Supervisor
Social Development, Finance & Administration
Phone: 392-9126; Fax: 392-8492 E-mail: bfinlay@toronto.ca

SIGNATURE

Lydia Fitchko
Acting Executive Director
Social Development, Finance & Administration