



**City of Kingston  
Report to Council  
Report Number 19-007**

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**To:** Mayor and Members of Council  
**From:** Lanie Hurdle, Commissioner, Community Services  
**Resource Staff:** Cheryl Hitchen, Social Policy & Strategic Community  
Development Manager  
**Date of Meeting:** December 18, 2018  
**Subject:** Community Investment Fund 2018 Recommendations

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**Executive Summary:**

The Community Investment Fund (CIF) is a joint grant program between the City of Kingston and the United Way of KFL&A (United Way) based on joint community priorities of both organizations. The United Way continues to administer this process at no charge. A total of twenty-three (23) applications for this process were received in September 2018, with a total request of \$428,184. Four review panels were established and a total of seventeen (17) grant applications were recommended by them to be funded. Twelve (12) projects are being recommended to be funded through the \$190,000 of municipal funds, while the balance of five (5) projects totalling \$105,766 will be funded through the United Way. This report presents the recommendations for the municipal funds in the program only as the United Way has its own approval process.

**Recommendation:**

**That** Council approve the twelve Community Investment Fund grant recommendations, attached as Exhibit A to Report Number 19-007, for a total of \$190,000 which is included in the 2018 operational budget.

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**Authorizing Signatures:**

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**Lanie Hurdle, Commissioner, Community Services**

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**Gerard Hunt, Chief Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

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|---|--------------|
| Jim Keech, President & CEO, Utilities Kingston            | Not required |
| Desirée Kennedy, Chief Financial Officer & City Treasurer |              |
| Denis Leger, Commissioner, Corporate & Emergency Services | Not required |

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**Options/Discussion:**

In 2011, City Council approved a new grant program that amalgamated the municipal Healthy Community Fund and the United Way's community grants into a single program called the "Community Investment Fund". There are three (3) funding streams that align with the community impact areas defined by the United Way and the priorities of the City. These streams are: "Helping Kids Be All They Can Be", "Building Strong and Healthy Communities" and "Moving People From Poverty to Possibility".

The deadline for applications for this years' program was Wednesday, September 12, 2018. A total of twenty-three (23) applications were received for a total request of \$428,184. Community volunteers, the United Way and municipal staff reviewed the requests in accordance with the CIF criteria. The process included a paper review of the applications and presentations to the review panels.

Of the applications received, twelve grants are being recommended for funding from City of Kingston funds for a total of \$190,000. An additional five projects will be funded through the United Way. The CIF program represents only one-stream of funding provided by the United Way to assist community organizations across the Kingston, Frontenac, Lennox and Addington region.

**Existing Policy/By-Law:**

Not applicable

**Notice Provisions:**

Not applicable

**Accessibility Considerations:**

Not applicable

**Financial Considerations:**

The 2018 operating budget allocated \$190,000 for this grant program.

**Contacts:**

Lanie Hurdle, Commissioner, Community Services 613-546-4291 extension 1231

Cheryl Hitchen, Social Policy & Strategic Community Development Manager 613-546-4291 extension 4806

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**Other City of Kingston Staff Consulted:**

Luke Follwell, Director, Recreation & Leisure Services Department

Sheldon Laidman, Director, Housing & Social Services Department

**Exhibits Attached:**

Exhibit A      Community Investment Fund Summary Report 2018

## 2018 City of Kingston and United Way Community Investment Fund Summary Report

### Background

The United Way of KFL&A and the City of Kingston have implemented a coordinated process so there is just one application process for disbursing grants, avoiding duplication and reducing the amount of work for organizations who apply for grants. The United Way provides the coordination of applications and the volunteer review process with no administration fee or charge to the City.

This joint Community Investment Fund (CIF) grant application process has been successfully implemented since 2011, with the United Way administering the granting process and aligning efforts with the funding priorities of the United Way and City of Kingston. The City of Kingston contributes \$190,000 to this process annually.

The process included a review of the applications submitted, presentations by applicant organizations, discussion and consensus for funding recommendations (included in this report). City of Kingston and United Way staff participated as non-voting members at the panel meetings.

This year, volunteers were divided into four panels. A total of 23 eligible applications were received. All applications were reviewed in accordance with the City of Kingston and United Way Community Investment Fund guidelines. The total requested amount was \$428,184. After careful review by a volunteer panel, not all applications were recommended for funding. The review panels have recommended funding seventeen proposals.

Volunteer Panel Members were Sue Bates, Jim Campbell, Kim Casselman, Debbie Davis, Joe Davis, Lucille Groll, Lesley Kelly, Margaret McGowan, Dean McKeown, Kathy Naish, Susan Pinney, Paul Rosenbaum, Karen Smith, Wendy Stuckart, Andrew White and Sandi Wilde.

The following City of Kingston and United Way staff participated as non-voting members at the panel meetings:

- City of Kingston - Lanie Hurdle, Commissioner, Community Services, and Cheryl Hitchen, Manager, Social Policy & Strategic Community Development, served as a resource to the process.
- United Way of KFL&A - Bhavana Varma, President & CEO; Marg Kubalak, Director, Community Investment, and Mel Côté, Manager Community Investment.

The United Way recruited volunteers to review applications and make funding recommendations. Volunteers were divided into four panels. A total of 23 applications were received, requesting a total amount of \$428,184. The process included a review of the submissions and presentations by the agency applicants to the panels. Volunteers carefully deliberated to reach consensus on all requests in accordance with the City of Kingston and United Way CIF guidelines. This year, based on review and eligibility, twelve (12) grants are being recommended to City Council for approval to receive City of Kingston funds in the amount of \$190,000. An additional 5 grants are being funded by the United Way.

## Summary of Recommendations to Kingston City Council

### Helping Kids Be All They Can Be

|  |                                      |
|--|--------------------------------------|
| Number of Applications: 5                      | Total \$s Requested: \$87,788        |
| Number of Grants Recommended for City Funds: 3 | Total City \$s Recommended: \$47,668 |

#### Grant Descriptions

**Family and Children's Services FLA: \$10,000** is recommended for the START Tutoring program to expand support of educational needs through paid tutors for children not in care but served by the agency. Approximately 25 students have received 4 to 6 weeks of tutoring per school year. By using paid tutors, the agency will grow the START program to serve 75 children in Kingston. Funds will be used to expand the number of tutoring hours per child, or expand the number of tutors. The agency intends to collect 2 years of data to build a case for future stable funding.

**Psychology Clinic at Queen's: \$25,000** is recommended for the Building Stronger Futures program to provide psychological assessments for children and youth who are struggling to learn, and who have been identified as in need but unable to access existing psychology services through schools, community mental health, hospital or private practice. The agency has been providing approximately 25% of assessments on a sliding scale or pro bono but fiscal constraints require it to prioritize clients who are able to pay. This grant will allow the creation of a dedicated queue based on priority needs, not ability to pay. Funding is intended to support staffing and assessment materials allowing for 18 more children to be assessed.

**Youth Diversion Program: \$12,668** is recommended for capital funding for new laptops and a main server upgrade. These upgrades will ensure that staff can continue to provide services which align with the mission statement, including timely, meaningful and accurate data collection. Current equipment being used has passed the recommended life span, and maintenance costs and downtime impact the agency's budget and program support. Funding includes the purchase of 9 new computers, set up costs and the server upgrade.

### Building Strong and Healthy Communities

|  |                                       |
|--|---------------------------------------|
| Number of Applications: 15                     | Total \$s Requested: \$300,719        |
| Number of Grants Recommended for City Funds: 7 | Total City \$s Recommended: \$114,208 |

#### Grant Descriptions

**Bereaved Families of Ontario - Kingston: \$5,200** is recommended for the Bereavement Support for Seniors program to build on the grief support program and give the agency time to find long term funding from a corporate sponsor. Funding will be used to create more Seniors' Grief Support packages that are available as loans, and more advertising of grief services, such as in Vista (Seniors Association publication). The agency also intends to increase the number of support groups to be provided.

**Kingston Interval House: \$22,100** is recommended for Robin's Hope Transitional program. Robin's Hope was created out of the need for safe, affordable housing for women and their children who have left a violent situation and are otherwise unable to find affordable housing. The women who move into the Second Stage Housing facility have a safe place where they can build on their life skills, find employment/education, re-establish themselves in the community and prepare for the move into more

permanent housing with the support of the agency's Coordinator. A 0.4 FTE position is already funded through UW allocations. Funding will provide for an additional 0.4FTE for this same position to allow for an increased number of groups and more one-on-one support for residents.

**Limestone Boat and Board Club: \$23,830** is recommended for capital funding for the installation of an accessible dock in Rotary Park that will allow for launching and recovering canoes, kayaks and racing boats for participants including those with disabilities. The installation will allow for the use of a mobile lift that is owned by the Club but not able to be used in its current location. The dock is part of the revitalization of Rotary Park in conjunction with the City. The Club is responsible for the dock and building to house equipment and boats; the City has approved designs to resurface trails and the parking lot and construct new trails and park facilities. Upon completion, the facilities will be open for public use.

**Martha's Table Community Program: \$21,138** is recommended to extend the Social Supports and Connectedness Program for a second year. A social services worker provides informal counselling, referrals, life skills training, practical solutions to daily challenges, and the facilitation of interpersonal connections to improve confidence and self-sufficiency of guests. Within a 6 month period, assistance was provided to 193 clients. The agency anticipates that by the end of 2019, up to 600 clients will be assisted by this program. Funding is intended to assist with the social service worker's salary.

**Queen's Health Outreach: \$800** is recommended for the Kingston Initiatives program to support the Peer Educators who facilitate in-class discussions with students about various health topics. It is expected that about 200 students in 12 classrooms over 5 months will have weekly classroom visits. Funding is intended for resource supplies and materials.

**Resolve Counselling Services Canada: \$24,140** is recommended for the Walk-in Counselling Clinic that provides free, weekly walk-in, single-session therapy to provide solution-based immediate support. Funding will cover staff hours for the current 7 hours/week plus an additional 3 hours weekly. There is an increasing demand for service and the agency will benefit from collecting more concrete data to secure funding for future sustainability. Walk-in clinic offers tools to reduce stress and manage difficult emotions thereby lessening the impact of stressors and helping to prevent mental health crises from occurring and even diverting some clients away from the ER. This model of client-directed mental health care is shown to be more effective for serving different demographics and providing a service at the time when it is needed.

**Sexual Assault Centre Kingston: \$17,000** is recommended for the Enhancing Youth Workers Response program to develop, and offer at no cost, standardized training for 50 youth workers, staff, volunteers and community leaders who work with youth at risk of experiencing sexual violence. The training teaches how to respond positively to disclosures of sexual violence, and where appropriate, offer interim safety and stabilization techniques. Such training does not currently exist and there is a need for better training as indicated by staff and youth themselves. Staff will develop a training program and provide it to teachers, counselors, adolescent care workers and other youth service providers (One Roof) to ensure positive and appropriate response to youth disclosures. Training is to enhance response skills by first responders when youth disclose sexual violence. Funding is intended for staffing and materials.

### **Moving People From Poverty to Possibility**

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|--|--------------------------------------|
| Number of Applications: 3                      | Total \$s Requested: \$39,677        |
| Number of Grants Recommended for City Funds: 2 | Total City \$s Recommended: \$28,124 |

## Grant Descriptions

**Elizabeth Fry Society Kingston: \$23,124** is recommended for a capital grant for renovations at 123 Charles Street to operate the Women Empowered (WE) Hub program. This program provides women with healthy supports, resources and basic need skills, as well as building confidence and connections to maintain those supports towards independent living. Areas that need renovating include: improved security sight lines by installing glass partitions in 2 locations, reconfiguring of one office and one pantry space, creating user-friendly, free use space with built in tables with privacy barriers for applications or internet use and dealing with mold remediation in one area of the house. The freezer currently housed indoors will be relocated to an outside shelter due to the excessive heat and noise it generates. To lessen costs, labour for some of the work will be provided by Joyceville Institute's Work Release inmates.

**Outreach St. George's Kitchen: \$5,000** is recommended for the Lunch By George program. The agency provides meals for all who need food in downtown Kingston by serving coffee at 9:00 am, soup at 10:00 am and lunch at 11:00 am Monday to Friday for 50 weeks of the year. As well, the agency accepts donations of clothing and hygiene products which are made available to their clients at no cost. The agency receives a variety of food donations throughout the year and also grows their own vegetables. Funding is being requested to augment food purchases in 2019.

Respectfully submitted

Marg Kubalak  
Director Community Investment  
United Way Kingston, Frontenac, Lennox & Addington