Community Vibrancy Grant Program

Information Session
How do we DEFINE community vibrancy?

*A vibrant community is full of life, energy and enthusiasm. It harnesses the diversity of its residents to create a community that is welcoming, safe, resilient and full of opportunity.*
What has changed?

New Community Funding Framework - 2023

This framework was established to promote transparency and accountability in the City’s grant funding decision making process and support the efficiency and effectiveness of the related processes and resource allocation.

The framework establishes alignment of funding distribution with City Council strategic priorities and supports responsiveness to emerging needs and trends in the community. A trust-based approach to grant evaluation and distribution was used in the development of this framework.

City Council’s Strategic Plan 2023-2026: [www.medicinehat.ca/reports](http://www.medicinehat.ca/reports)
COMMUNITY FUNDING FRAMEWORK

**Community Vibrancy Grant Program**

<table>
<thead>
<tr>
<th>Family and Community Support Services Program (FCSS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microgrant Program</td>
</tr>
<tr>
<td>• Arts, Culture &amp; Heritage</td>
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<tr>
<td>• Community Connections</td>
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</tbody>
</table>
Community Funding Framework

Process

All organizations/groups/individuals requesting funding will be required to complete an application to be considered for funding.

All applications will be reviewed and scored based on their application alignment to improved social and community outcomes:

- promote vibrancy in the community of Medicine Hat
- emphasize the community and celebrate living in Medicine Hat
- promote recreation, leisure, social, arts, cultural or heritage opportunities vital to the well-being and quality of life in Medicine Hat
- promote a sense of belonging in the community
- create increased knowledge of community
- deepens awareness of opportunities and challenges, and the factors that impact change
- increases appreciation for the community
- generates interest for residents to get more actively involved in their community
WHO SHOULD APPLY?

○ individuals, organizations or groups of individuals and organizations, who live in or around Medicine Hat – who plan to host an event in Medicine Hat

○ not-for-profit organizations

○ anyone hosting an event, activity, festival, etc. with the intent to:
  ▪ promote vibrancy in the community of Medicine Hat
  ▪ emphasize the community and celebrate living in Medicine Hat
  ▪ promote recreation, leisure, social, arts, cultural or heritage opportunities vital to the well-being and quality of life in Medicine Hat
  ▪ promote a sense of belonging in the community
  ▪ provide opportunities for increased community appreciation or awareness
The Community Vibrancy Grant program has scoring criteria that includes:

- **project description** - project description is clearly defined; it is easy to determine the project scope and it is clear that the project was clearly thought out and researched

- **breadth of community impact** - aligns with all objectives of the grant

- **alignment to grant objectives and City Council’s strategic priorities** – shows aligns with multiple strategic priorities (9-10); 2 priorities (6-8); 1 priority (3-5); none or weak (0-2)

- **identified need in the community** – potential (or past projects have shown) to profoundly impact a large number of residents (clearly and directly); Casually impacts = less points

- **inclusive and accessible to all members of the community** - The entire project is accessible and inclusive (accessible means = physical as well as socially inclusive and reduced or no financial barriers)
**DEFINITION OF SOCIAL INCLUSION**

Act of making a space for people of traditionally marginalized identities to feel welcomed, understood, comfortable, and accepted without any barriers or restrictions in order to improve their ability and opportunity to take part in society.
The Community Vibrancy Grant program has scoring criteria that includes:

- **level of innovation** – highly innovative 6-8; project offers come aspects of innovation 3-5
- **volunteer involvement** – volunteerism contributes to the sustainability of the project and also increases vibrancy/connecting to your community - involves over 20 volunteers 6-8; under 20 3-5; none 0-2.
- **project partnerships** - More than five community partnerships 9-10; less than 5 partners 3-5; no partners 0-2
- **measurable community outcomes (measurements plan)** - There is a detailed, clearly defined, outlined, and realistic plan for documenting and evaluating the success of the grant – including how the outcomes will be measured.
- **budget clarity and eligibility** - Budget is clear and outlines in extensive detail: financial ask from City of Medicine Hat; expenses and revenues (cash and in-kind); how funding will be spent (on what, how many and for how much); and expenses are deemed eligible and reasonable.

**Total of 94 points**
ELIGIBLE EXPENSES

• Venue Rental
• Travel & Accommodation
• Equipment Rental
• Royalties
• Food & Beverage Supplies
• Capital Expenditures ($500 maximum)

• Advertising/promotion
• Insurance
• Honorariums
• Materials/Supplies
• Permits/Licenses
• Etc.

*If unsure of an eligible expense, just ensure it doesn’t fall under ineligible expenses, or contact Community Development and ask.
INELIGIBLE EXPENSES

- recruitment of permanent staff
- any pro-rated salaries/wages that would be paid regardless of grant funding
- major capital expenditures ($500 maximum for fixed assets)
- activities for the purposes of fundraising for other causes

Note:
- applicants cannot receive more than one CMH grant for the same project in the same year
- any applicant that has an outstanding report due to the CMH will not be eligible to apply until that report is received in full, to the City’s satisfaction.
- applicants WILL receive all funding at once; after the grant has been approved by City Council
### Sample Budget – Hill Paint Project

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Grant Requested</td>
<td>$2,000</td>
</tr>
<tr>
<td>Sponsorship CF Industries</td>
<td>$ 500</td>
</tr>
<tr>
<td>Other Grants TD Bank</td>
<td>$ 500</td>
</tr>
<tr>
<td>Fundraising Bottle Drive</td>
<td>$ 150</td>
</tr>
<tr>
<td>Gifts in Kind Church Hall Rental</td>
<td>$ 100</td>
</tr>
<tr>
<td>Other Donation</td>
<td>$ 100</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$3,350</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising CHAT FM</td>
<td>$550</td>
</tr>
<tr>
<td>Rentals Tables &amp; Chairs</td>
<td>$250</td>
</tr>
<tr>
<td>Materials/Supplies Spray Paints</td>
<td>$200</td>
</tr>
<tr>
<td>Paint brushes</td>
<td>$175</td>
</tr>
<tr>
<td>Prizes</td>
<td>$300</td>
</tr>
<tr>
<td>Honorariums 3 guest speakers</td>
<td>$900</td>
</tr>
<tr>
<td>Insurance Reliance Insurance</td>
<td>$100</td>
</tr>
<tr>
<td>Permits/Licenses Event Permit</td>
<td>$100</td>
</tr>
<tr>
<td>Fire Permit</td>
<td>$ 50</td>
</tr>
<tr>
<td>Other 4 back up musicians</td>
<td>$420</td>
</tr>
<tr>
<td>Servo Pro cleaners</td>
<td>$300</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$3,350</strong></td>
</tr>
</tbody>
</table>

Your expenses should not be greater than your expected revenue – otherwise make notes of how you expect to reconcile this; if your expense are less than revenue, then you could always ask for less money 😊 – or maybe your other revenue is not yet confirmed – state that.
What is required for final reporting?

Describe how the following were achieved:

• Detailed explanation of completed project
• Alignment with grant objectives:
  - Deliverables
  - Outcomes
• Positive impact on residents (what did you notice? Measure?)
• Inclusivity and accessibility (including costs, social, physical)
• Volunteerism (number of volunteers – roles)
• Partnerships (number of partnerships – roles)
• Results and successes (quantitative and qualitative)
• Acknowledgement of City of Medicine Hat support (how was that done)
• Applicants may be asked to give a presentation to the selection committee after the project is completed.

* Report due 30 days following the event.
FUNDING CALLS

Funding cycle will include:

**Spring 2023** (March 1 – March 31, 2023)
- $50,000 available for 2023 event/project (no maximum request amount set)

**Fall 2023** (September – TBD)
- $82,500/year available for 2024 and 2025 multi-year events
- $25,000 available for 2024 event/project

**Spring 2024** (February TBD)
- $25,000 available for 2024 event/project
Community Vibrancy Grant Timeline- 2023

Applications
Open
March 1- March 31, 2023

Reviewed
Reviewed by Selection Committee (Community Vibrancy Advisory Board and administration)
April 1 – April 26, 2023

Public Services Committee
Recommendations to PSC on May 8, 2023

City Council
Recommendations to Council on May 15, 2023, for final approval

If this timeline is achievable, agreement letters and funding should be distributed in June 2023.
APPLICATIONS AVAILABLE NOW AT:

www.medicinehat.ca/grants
Questions?