

DATE OF MEETING 2023-MAY-17

AUTHORED BY LAARA CLARKSON, MANAGER, RECREATION SERVICES

**SUBJECT COMMUNITY PROGRAM DEVELOPMENT GRANT – NANAIMO  
NATURE SOCIETY**

## **OVERVIEW**

### **Purpose of Report**

To obtain Council approval for a Community Program Development Grant (CPDG).

### **Recommendation**

That the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Nature Society for a Community Program Development Grant in the amount of \$1,600 to assist in funding the Buttertubs Tour Guide Program.

## **BACKGROUND**

The intent of the Community Program Development Grant (CPDG) is to assist community groups to develop new or expanded programs that provide increased opportunities for residents to participate and connect with community, and to enhance residents' exposure to a variety of experiences.

The grant is intended as seed funding to help get new programs and events off the ground or to expand existing programs with the hope that the programs become self-sustaining. It is not intended to be long-term operational funding or funding for capital expenditures. A total budget of \$15,000 is available through this fund with applications accepted by deadlines of November 1 for spring/summer programs and May 1 for fall/winter programs, or as funds remain available. Thus far in 2023, \$3,500 has been allocated.

## **DISCUSSION**

A total of one CPDG application was received prior to the acceptance deadline of 2022-NOV-01 for the intake period for 2023 spring/summer programs. Nature Nanaimo's application was submitted after the deadline, however since funds remain available we are able to consider the late request.

Staff reviewed the application based on program eligibility and assessment criteria for the project (see Attachment A) and determined that the application submitted by Nanaimo Nature Society successfully met all the grant criteria (see Attachment B). This is the same organization that successfully applied for funding in 2022, however did not run all the programs to the extent as originally planned due to a combination of inclement weather and low attendance possibly related

to COVID and/or marketing gaps. Therefore the group returned \$1680 of the funding they received from the City last year at the end of the season.

Nature Nanaimo is planning to attempt again to offer summer programming opportunities at Buttertubs Marsh with site specific programs on environmental education that focus on the unique ecosystem that Buttertubs East Marsh has to offer. Since this was tried last year but did not get off the ground as well as originally planned, it would still be considered a new/expanding program at this time. The programs and tours are offered free to members of the public and run by volunteers. The funding would be used for marketing materials, vests for guides and technical equipment. In addition, the offerings will be advertised in the Parks, Recreation & Culture Activity Guide. |

### **FINANCIAL CONSIDERATIONS**

Each year, a total of \$15,000 is allotted for the CPDG fund. This is the second application for 2023 funds thus far.

ORGANIZATION	PROGRAM	REQUEST	RECOMMENDED \$15,000 <i>(available in fund)</i>
1. Nanaimo Men's Resource Centre	Fathers' Day in the Park	\$3,500	\$3,500 (approved)
2. Nature Nanaimo	Buttertubs Tour Guide Program	\$1,600	\$1,600
<b>Total Funds Allotted:</b>			<b>(\$5,100)</b>
<b>Total Funds Remaining:</b>			<b>\$9,900 <i>(will remain in grant fund)</i></b>

### **OPTIONS**

1. That the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Nature Society for a CPDG in the amount of \$1,600 to assist in funding the Buttertubs Tour Guide Program.

- The advantages of this option: Meets the goal of helping community groups introduce new programs to increase opportunities for residents to participate and connect in the community.
- The disadvantages of this option: None identified.
- Financial Implications: A balance of \$9,900 would remain for future CPDG application funding.

2. That the Finance and Audit Committee recommend that Council deny the CPDG application from Nature Nanaimo.

- The advantages of this option: The requested grant funds of \$1,600 would remain available for a future grant applications.
- The disadvantages of this option: An application from a community group that fulfills all grant criteria would not be approved.

- Financial Implications: The balance of \$11,500 would remain for future CPDG application funding for the remainder of 2023.

#### **SUMMARY POINTS**

- Funding of \$15,000 is allocated yearly for Community Program Development Grants.
- The application from Nanaimo Nature Society to assist funding for a new program for Buttertubs Tour Guide Program successfully meets the grant criteria.
- A balance of \$9,900 would remain in the 2023 CPDG fund if the application is approved.

#### **ATTACHMENTS:**

ATTACHMENT A: Community Program Development Grant Application

ATTACHMENT B: Evaluation Form for the Community Program Development Grant

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