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Information Item No. 1
Grants Committee
November 4, 2019

TO: Chair and Members of Grants Committee

SUBMITTED BY: Original Signed
Jane Fraser, CFO/Director of Finance & Asset Management & ICT

Original Signed
Jacques Dubé, Chief Administrative Officer

DATE: July 13, 2019

SUBJECT: Community Grants Program: Annual Delinquent Reporting Update

INFORMATION REPORT

ORIGIN

November 4, 2013 – Grants Committee approval of default prevention and management protocols.

November 20, 2013 - Audit and Finance Committee approval of default prevention and management practice for programs administered under the Grants Committee. Applicants to programs administered under the auspices of the Grants Committee shall be screened for debt to HRM, extensions shall be limited to one (1) year, and sanctions may be applied to organizations in default of their obligations pursuant to a municipal grant, tax relief, a property sale or lease.

LEGISLATIVE AUTHORITY

HRM Charter, S.N.S 2008, c.39

Section 79A

- (1) Subject to subsections (2) to (4), the Municipality may only spend money for municipal purposes if
 - (a) the expenditure is included in the Municipality's operating budget or capital budget or is otherwise authorized by the Municipality; ...

BACKGROUND

Non-compliance reporting includes the following:

- The addition of grant recipients with overdue progress or final reports and grant recipients liable for the repayment of an ineligible expenditure or any unspent balance of a municipal grant;
- The removal of organizations from the delinquent list who have submitted a complete final report or repayment;
- Identification of accounts issued final notice by registered mail.

Reports, repayment, or reimbursements received after the September 9, 2019 Grants Committee meeting will be updated in next year's status report.

DISCUSSION

It is mandatory that grant recipients submit a final report on or before March 31st of the fiscal year the award was issued. Reporting enables an evaluation of the activities funded by HRM and an accounting of public expenditures in accordance with the terms and conditions of a grant or contribution. Failure to report, or funds not used for the specified purpose, can lead to sanctions including the suspension of eligibility or a refund of any financial assistance in whole or in part.

Since 2011, an annual Information Report is submitted to the Grants Committee on the status of overdue reporting or repayment due under the auspices of the *Community Grants Program*.

FINANCIAL IMPLICATIONS

Unspent or misappropriated funds may be recovered from an applicant and deposited in Account M311-8004. Organizations have the option to make payment through a payment plan whereby the amount due to HRM is paid in smaller monthly installments. Once reporting and/or repayment schedule is confirmed, eligibility is automatically reinstated.

COMMUNITY ENGAGEMENT

The Grants Committee is comprised of a voting membership of one elected member of Regional Council from each Community Council, the Chair appointed from the membership of the Audit & Finance Standing Committee (also an elected member of Regional Council), and six (6) citizens-at-large. Grant Committee meetings are open to the public unless otherwise indicated. Agendas, minutes and reports are available on the Halifax Regional Municipality's website.

ATTACHMENTS

1. Table 1. Addition of Organizations to Delinquent List, as of July 19, 2019.
Table 2. Reinstatement of Eligibility in 2018: Final Reporting/Repayment Received.
Table 3. List of Organizations Deemed Ineligible. Final Notice Issued

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Peter Greechan, Community Developer, Grants Contributions, Finance & Asset Management, 902.490.7310

Attachment 1

Table 1. Addition of Organizations to Delinquent List		
Organization	Grant	Year Issued
Halifax Refugee Clinic	\$1,000	2018
Metro Non-Profit Housing Association	\$5,000	2018
Old Burying Ground Foundation	\$5,000	2018
Screen NS Industry Association	\$4,000	2017*
Souls Harbour Rescue Mission	18,000	2018
Water Ski and Wakeboard Nova Scotia	\$1,600	2018
TOTAL	\$43,600	

*Approved one-year extension to March 31, 2019.

Table 2. Reinstatement of Eligibility in 2019. Reporting/Repayment Received		
Organization	Grant	Year Issued
Canadian Red Cross	\$1,700	2016
Africville Heritage Trust	\$5,000	2017
Beechville Baptist Church	\$500	2007
Black Cultural Society / Centre of Nova Scotia	\$25,000	2017

Table 3. List of Organizations Deemed Ineligible: Chronological Order by Date of Grant		
Organization	Grant	Year Issued
All Women's Empowerment & Development Association (partial report submitted)	\$5,000	2008
Riverlake Rugby Club (partial report submitted – refund of \$300 due to HRM for ineligible expenses)	\$1,500	2009
Plutonium Playhouse	\$5,000	2011
DaPoPo Theatre Society	\$2,000	2012
Estabrooks Community Hall Society	\$5,000	2012*
Legacy Centre for Performing Arts Society	\$10,000	2013
Sailable Nova Scotia (partial report submitted – refund of \$700 due to HRM for ineligible expenses)	\$10,000	2013
Halifax Circus Cooperative Limited	\$2,700	2014
Black Artists Network of Nova Scotia	\$5,000	2015
Titanic Society of Atlantic Canada	\$4,000	2016
Arthur Kidston Memorial Camp Society	\$7,000	2017
Conseil Communautaire du Grand Havre	\$5,000	2017
LunaSea Theatre	\$5,000	2017

* Grant awarded to the Estabrooks Community Hall Society, formerly known as the Bay Road Community Hall Association. Final report deadline extended to March 31, 2016 approved by Grants Committee.

Notes to Table 3: Final notice sent. Reminder notifications suspended and organization remains ineligible for funding consideration pending resolution.