CITY OF HAMILTON

COMMUNITY SERVICES DEPARTMENT
Social Development & Early Childhood Services Division

Report to: Chair and Members
Social Services Committee

Submitted by: Joe-Anne Priel,
General Manager
Community Services
Department

Date: February 3, 2006

Prepared by: Carmen R. Bian, ext 2187

SUBJECT: Agreement with Health Canada—2006 Hamilton Funders Network
(SSC06001)(City Wide)

RECOMMENDATION:

That the City of Hamilton proceed with a memorandum of understanding with Health Canada to receive $10,000 in 2006 on behalf of the Funders Network.

Joe-Anne Priel, General Manager
Community Services Department

EXECUTIVE SUMMARY:

The Hamilton Funders Network has been in the process of formalizing its structure, membership and Terms of Reference over the course of 2005. With a renewed emphasis on moving beyond a networking function, the Hamilton Funders Network hopes to work collaboratively with the community to:

- Provide opportunities for professional development through activities such as peer education, shared learning and research
- Identify opportunities for coordinated or joint funding, in order to maximize sustainability for organizations and their projects, and to minimize duplication in funding
- Identify trends and issues relevant to voluntary sector in Hamilton
- Offer programs to inform the voluntary sector about funding opportunities and to support them in the grants application process
- Sponsor and/or organize initiatives to strengthen the organizational capacity of the voluntary sector in Hamilton.

To assist the Hamilton Funders Network in reaching these goals, the group has an opportunity to access $10,000 through Health Canada. Funding guidelines prohibit a number of the current representatives on the Hamilton Funders Network from signing a
memorandum of understanding with Health Canada. At this time, the City of Hamilton is the one partner who can sign this memorandum of understanding.

Staff are hopeful that the Social Services Committee will approve proceeding with the memorandum of understanding with Health Canada that would provide the Hamilton Funders Network with access to $10,000. At this time, plans as to how these funds would be spent by March 31, 2006 have not be fully determined. It is anticipated, however, that the Hamilton Funders Network will use these funds to sponsor a symposium or other opportunities that will increase the organizational capacity among our local non-profit organizations.

BACKGROUND:

Local area funders identified the need to share information and problem solve with other funders. To that end, a small group of local funders (the City of Hamilton, Trillium Foundation, the Hamilton Community Foundation, the United Way of Burlington and Greater Hamilton) began to meet informally on a quarterly basis in 1999. Based on the positive outcome of that networking, this initial group of funders began to formalize the group and invite a wider range of funders to participate on the network. During this phase, the Ontario Trillium Foundation and the Hamilton Community Foundation provided significant support to the network by providing meeting space, coordinating minutes, chairing the meetings, and providing the funders opportunities to provide information to the public as part of the Town Hall, or other public meetings.

As well as expanding the networking capabilities of the group, the Hamilton Funders Network, in partnership with the Hamilton Spectator, also provided a series of one night seminars free of charge targeted directly to those in the non-profit sector. The Hamilton Funders Network either lent their own expertise to these sessions or provided in-kind expertise from their organizations. Some of the topics that were provided in these seminars included: how to write a successful proposal, fundraising, incorporation process basics, outcome evaluation, and working with the media.

The Hamilton Funders Network has spent much of 2004/2005 reflecting on the continued need and purpose of the group, membership, and a revised Terms of Reference. The revised Terms of Reference for the group reflects the desire of its members to expand beyond the networking aspect and to work collaboratively with our funded partners (see attached Appendix A). The current purposes of the Hamilton Funders Network include:

- Share information about their current funding priorities, guidelines and decisions which support programs, services, and voluntary/not for profit organizations in Hamilton
- Share information and learn about current trends and practices in grantmaking
- Share information and learn about current trends and issues affecting the voluntary sector in Hamilton
- Jointly plan and organize initiatives that contribute to strengthening the capacity of voluntary sector organizations in Hamilton
In addition to these goals, the Hamilton Funders Network hopes to engage the community in order to:

- Provide opportunities for professional development through activities such as peer education, shared learning and research
- Identify opportunities for coordinated or joint funding, in order to maximize sustainability for organizations and their projects, and to minimize duplication in funding
- Identify trends and issues relevant to voluntary sector in Hamilton
- Offer programs to inform the voluntary sector about funding opportunities and to support them in the grants application process
- Sponsor and/or organize initiatives to strengthen the organizational capacity of the voluntary sector in Hamilton.

In addition to revising its Terms of Reference, the Hamilton Funders Network has also expanded its membership and is reflective of a broad cross section of local funders in the social and health sector. For the current list of members, please see Appendix B.

The City of Hamilton has maintained a strong relationship with the Hamilton Funders Network and has been an active member since its inception. The current chair of the committee is Rosanna Melatti, Administrative Assistant/Grants Coordinator.

**ANALYSIS/RATIONALE:**

Although the Hamilton Funders Network has a number of objectives for 2006/2007, it currently has no financial budget to achieve them. During the last quarter of 2005, the funders network members were apprised of a funding opportunity through Health Canada. Health Canada would make available to the network $10,000 that the committee could use in order to achieve some its objectives with the community. Unfortunately, funding guidelines prohibited a number of the current representatives on the Hamilton Funders Network from signing a memorandum of understanding with Health Canada. At this time, the City of Hamilton is the one partner who can sign this memorandum of understanding.

Staff are hopeful that the Social Services Committee will approve proceeding with the memorandum of understanding with Health Canada that would provide the Hamilton Funders Network with access to $10,000. At this time, plans as to how these funds would be spent by March 31, 2006 have not be fully determined. It is anticipated, however, that the Hamilton Funders Network will use these funds to sponsor a symposium or other opportunities that will increase the organization capacity among our local non-profit organizations. With the theme, “nurturing the leaders”, the Hamilton Funders Network would direct these funds to marginalized communities and other non-profit organizations that have limited financial capacity to access resources.
ALTERNATIVES FOR CONSIDERATION:

The Social & Public Health Services Committee could alternatively decide to not to proceed with the memorandum of understanding and forfeit the Hamilton Funders Network’s opportunity to access $10,000.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial:
None. The $10,000 budget would be provided through Health Canada with financial decisions being monitored and approved by the Hamilton Funders Network representatives. Payments would be authorized by staff from the Public Health & Community Services Department within Departmental and Corporate policies and procedures.

Staffing:
There would be minimal impact on staffing. Staff will be required to process payments and provide financial updates to the Hamilton Funders Network. There will also be minimal impact on staff time to participate in the planning and coordinating of activities undertaken by the Hamilton Funders Network.

Legal:
The City of Hamilton would be the legal signing authority for these funds and ultimately accountable for their appropriate use.

POLICIES AFFECTING PROPOSAL:

n/a

RELEVANT CONSULTATION:

This report was completed in consultation with the representatives of the Hamilton Funders Network and Corporate Services (Finance). For membership list, see appendix B.

CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No
The purpose of the Hamilton Funders Network is to provide networking and planning opportunities so that limited local funds can be best directed to local priorities and community needs.

Environmental Well-Being is enhanced. ☐ Yes ☑ No
Some of the funding bodies who are members of the Hamilton Funders Network provide funding to organizations whose sole purpose is to impact the environmental health of the City of Hamilton.

Economic Well-Being is enhanced. ☐ Yes ☑ No
The social services sector provides employment for a number of citizens in the City of Hamilton. The ability of the Hamilton Funders Network to positively impact the organizational capacity of local non-profits will contribute to their on-going economic viability.

Does the option you are recommending create value across all three bottom lines? ☐ Yes ☑ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☑ Yes ☐ No
Not applicable.
Purpose:

The Hamilton Funders Network exists to provide a regular opportunity for representatives of Hamilton-based funders to meet to:

- Share information about their current funding priorities, guidelines and decisions which support programs, services, and voluntary/not for profit organizations in Hamilton
- Share information and learn about current trends and practices in grantmaking
- Share information and learn about current trends and issues affecting the voluntary sector in Hamilton
- Jointly plan and organize initiatives that contribute to strengthening the capacity of voluntary sector organizations in Hamilton

Functions:

- Provide opportunities for professional development through activities such as peer education, shared learning and research
- Identify opportunities for coordinated or joint funding, in order to maximize sustainability for organizations and their projects, and to minimize duplication in funding
- Identify trends and issues relevant to voluntary sector in Hamilton
- Offer programs to inform the voluntary sector about funding opportunities and to support them in the grants application process
- Sponsor and/or organize initiatives to strengthen the organizational capacity of the voluntary sector in Hamilton, in areas such as:
  - Outcomes Evaluation
  - Marketing and Communications
  - Board Governance
  - Fund Development
  - Human Resources Management
  - Others to be identified

Membership

Membership in the Network is open to representatives from organizations, corporations and government that are directly involved in providing grants to voluntary sector/non-profit organizations in Hamilton.

Current members include representation from the following:

- Federal Government
- Provincial Government
- Municipal Government
- Community Funders
Meetings Dates:

March 2, 2006 – 9:30-11:30 am – Room 253
June 1, 2006 – 9:30-11:30 am – Room 253
September 7, 2006 – 9:30-11:30 am – Room 253
December 7, 2006 – 9:30-11:30 am – Room 253

All meetings are held at City Hall (Hamilton, ON)
71 Main Street West – 2nd Floor

Chair

Term of Chair is one year. Chair is rotated through the membership.
The Chair for 2006 is Rosanna Melatti.
## Hamilton Funders’ Network – Contact List
### Updated January 2006

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<th>Name</th>
<th>Organization</th>
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