



Hamilton

CITY ENRICHMENT FUND COMMUNITY SERVICES Program Overview

Applications Due – November 15th, 2024



The City Enrichment Fund supports the 25 Year Community Vision “Our Future Hamilton” by providing funds across a range of program areas.

CITY ENRICHMENT FUND



- The City of Hamilton invests in the community by providing grants through the City Enrichment Fund.
- The City Enrichment Fund is the overall name for the City of Hamilton’s municipal investment in a wide range of program areas that support the City’s strategic plan -Our Future Hamilton - Community Vision.
- It is comprised of program areas, streams, and categories.
 - **Program Areas:** The seven unique sector areas are served by the City Enrichment Fund.
 - **Funding Streams:** Specific grants available within each program area.
 - **Categories:** There are categories within funding streams.
- Please refer to the individual program handbook for details.



CITY ENRICHMENT FUND

The City of Hamilton invests in the community by providing grants through the City Enrichment Fund.

The City Enrichment Fund (CEF) Program Areas:

1. Agriculture
2. Arts
3. Communities, Culture & Heritage
4. Community Services
5. Digital (*New – Pilot)
6. Environment
7. Sport & Active Lifestyles



Timeline and Process

**CEF Application Intake
Period
(Fall)**

**Application Processing
& Financial Reviews
(Winter)**

**Adjudication of
Applications
(Winter)**

**Internal Processes
(Spring)**

**Grants Sub-
Committee/Council
Recommendation
Review Meeting (Spring
May/June)**

Eligibility – Two Levels

- **General-Guidelines** - Applies to ALL applicants
- **Funding Requests:**
 - CEF does not guarantee that funding is recommended at the full request amount
 - A passing application does not guarantee funding
 - CEF does not fund 100% of any program
- **30% Funding Maximum Funding :**
 - Requests \$15,000 or less – exempt
 - 30% rule still applies for requests > \$15,001
- **2025 Community Services Handbook**

Community Services – Specific Eligibility Criteria

- Not-for-profit organizations – unincorporated groups with not-for-profit goals and governance structure are not eligible under the Community Services Stream
- Organizations with a charitable number
- Programs must be provided in Hamilton
- Programs that operate in Hamilton, but service clients who reside outside Hamilton are not eligible.
- Applicants must operate year-round and offer programs that are open to the public and publicized city wide. We do not fund events.



Community Services – Who is NOT eligible to apply

- For-profit organizations and ventures + Fundraising activities
- Religious activities unless the applicant demonstrates clear boundaries between the religious activities and budget of the program requesting a grant.
- Public agency, Political parties, Hospitals, Foundations
- ***Funding bodies or organizations that act in the capacity of a funding agency that make financial allocations or contributions to other groups such as service clubs, private and non-profit charitable foundations or for profit charitable foundations.***
- ***Organizations whose activities are deemed to come under the jurisdiction of other levels, divisions, departments or agencies of the City or other governments, i.e. school boards, post-secondary institutions, social service organizations, hospitals, business improvement associations etc.***

Community Services - Objective

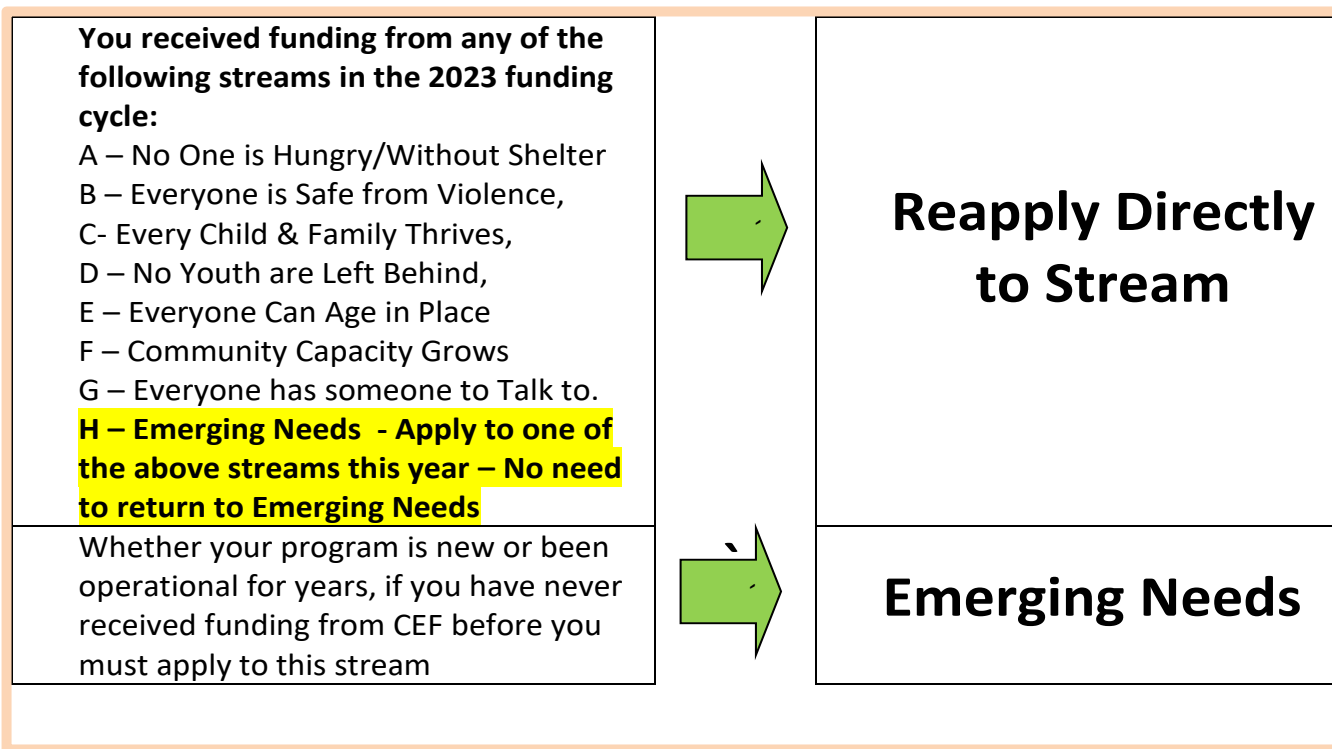
To strengthen the human services system by funding programs that:

- Meet current or emerging community priorities
- Support the growth of new programs
- Engage equity-deserving groups.
- Foster Inclusivity, Diversity, Equity and Accessibility (IDEA)
- Address underserviced target groups
- Promote systems change and explore service delivery innovation



Community Services Funding Categories

- All of the descriptions of the 8 funding categories have been revised – please review the handbook before selecting your category





**FIRST
THINGS
FIRST!**

Tech Talk...

Technology Requirements

- Browser requirements for CEF Online Platform: Internet Explorer 9.0 and above, Microsoft Edge, Firefox 4.0 and above, Safari 5.0 and above, Chrome 4.0 and above
- Please note application will not currently run on the Microsoft Pocket PC.
- Applicants out of country will not be able to access the application form on-line for security safety.
- If adding collaborators ensure they have appropriate technology
- Save your online application **often**
- Try not to wait until the due date to submit to avoid CEF system capacity issues

Create an Account....Two Ways

- Apply use link - Bookmark for future reference
<https://cityofhamilton.smapply.io/>
- Use the icon on the website – please note after the deadline the icon won't work if you need to get back into your account

City Enrichment Fund Grant Application ↗

GET READY!



Gathering Information...

Gather Information

- Program Related Information
 - Mission, mandate & vision
 - Information on organizational policies
 - Program Description and Statistics
 - Outcome measures
 - EDI information
 - Information on human resources/volunteers
- Create Program Budget
- Attachments – Mandatory
 - Audited Financial Statements
 - Annual Report
 - Board of Directors List

Evaluation

- Each application is reviewed and assigned a score out of 100 using Program stream specific assessment criteria
- Adjudication Teams are made up of external community/peer-adjudicators and City of Hamilton staff.
- ***Applicants deemed ineligible will not be adjudicated***



QUESTIONS



MULTI-YEAR FUNDING (MYF) PILOT



MYF – Overview

MYF is currently a 3-year pilot program beginning with the 2025 CEF cycle. Multi-Year Funding was identified during the initial build of the CEF program and again during the 2023 community consultation as a long-term strategy to provide sustained equitable funding.

It is part of CEF's overall objectives to:

- Increase community impact – strategic and equitable
- To be more consistent with best practices
- Flexible to address the needs of the community
- **MYF FAQ** is available on the City Enrichment Fund Website and the **CEF General Guidelines**.
- Only applicants that qualify for MYF in 2025 will remain in the pilot – no additional opportunities to request MYF will be available
- This is a **Pilot Program for 3-year funding**. If successful and approved as permanent, **the next intake will be in fall 2027.**

MYF - Eligibility

- **Returning Applicants** to CEF
- In order to be considered for MYF you must receive an **“A” rating** during the **2025** adjudication period.
- Additional criteria apply including:
 - Applying in a **Program Area and Stream that is eligible** for MYF
 - **Opting into MYF consideration** on the application form.
 - Submitting a **3-year Program Plan**. (*Templates for these are within the MYF Form in the Portal, download, complete, and re-upload*).
 - Organizations must be in a **healthy financial position** according to the CEF Financial Review, and, if applicable, providing either a deficit reduction plan or a surplus justification.
 - **Committing to providing the program** or services described in your application over the 3-year MYF period.



MYF – ★ Eligible Streams

Program Areas and Streams						
AGRICULTURE	ARTS	COMMUNITIES, CULTURE & HERITAGE	COMMUNITY SERVICES	DIGITAL	ENVIRONMENT	SPORT & ACTIVE LIFESTYLES
Programs and Events ★	Operating ★	Events ★	No one is Hungry or Without Shelter ★	Digital Equity ★	Capacity Building	Long Term Development
	Festivals ★	Projects	Everyone Feels Safe ★		Projects & Programs ★	Sports Awareness
	Capacity Building	Capacity Building	Every Child and Family Thrives ★			Capacity Building
	Creation & Presentation		No Youth is Left Behind ★			Sport for Development /Inclusion
			Everyone can Age in Place ★			Accessibility
			Community Capacity Grows ★			Active for Life
			Everyone Has Someone to Talk To ★			Multi- Sport Hosting ★
			Emerging Needs			

MYF – Funding Levels

- The MYF pilot offers qualifying grantees a commitment of funding over 3 years providing organizations with predictable and sustained funding.
- While the goal of MYF is to provide **consistent funding**, funding levels may vary resulting from changes in the overall CEF budget that may result in minor increases or reductions.



MYF - Schedule

3 Year Multi-Year Funding Pilot	Applicant Responsibilities	COH Staff Roles
Year 1 (2024 Nov)	Application	Receive and review application
Year 1 (2025 May)	Agreement	Offer year 1 funding to qualifying A rated organizations
Year 2 (2026 Feb)	Interim Report	Review and approve year 2 funding
Year 3 (2027 Feb)	Interim Report	Review and approve year 3 funding
Year 3 (2028 Feb)	Final Report	Review and close multi-year funding period
Next Multi-Year Funding Period	Applicant	COH Staff
Year 1 (2027 Nov)	Intake Reopen – Full Application Required	Receive and review application





Hamilton

Have more questions?

**Contact: Carmen Rachelle Bian –
Community Services Program Manager
905 9734861 csgrant@hamilton.ca**