

**REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, MAY 07, 2025**

SUBJECT **Capital Regional District External Grants 2024 Annual Report**

ISSUE SUMMARY

This report provides a summary of the Capital Regional District (CRD) external grants activity for the period of January 1, 2024 through December 31, 2024.

BACKGROUND

The CRD Grants team provides support to divisions across the organization as they pursue external grant opportunities with funders. Services apply for projects in alignment with their capital and service plans, adjusting and requesting amendments when opportunities unpredictably arise. The CRD Grants team informs divisions of upcoming opportunities, reviews applications, conducts research and engagement with external programs, advises on grant inquiries and regularly reports to the CRD Board through the Finance Committee on activity.

Appendix A details external grants application status for the period ended December 31, 2024. Any embargoed grant activity will be listed as pending until such grants can be publicly disclosed. This report also provides an update on the status of grant-funded projects (Appendix B) and an update on the Growing Communities Fund (GCF) (Appendix C).

The CRD has been reporting annually on grants since 2019. Staff track key performance indicators including application activity and amounts awarded. The availability of grant programs, a lengthy review process, the competitive nature of grants and the unpredictable receipt of large non-application and direct allocation grants such as GCF, can make it challenging to compare grant success on a year-by-year basis.

IMPLICATIONS

Financial Implications

2024 Activity

1. Grant alerts circulated weekly - 52
2. Grant application activity
 - 32 grant applications submitted
 - 5 non-application-based grants received
 - 22 application-based grants awarded
 - 14 grant applications pending results
 - 19 grant applications declined

3. Grant reporting

- 6 bi-monthly external grants reports to the CRD Board through Finance Committee
- 4 annual reports; external grants, Grants-in-Aid and 2 Canada Community Building Fund - Community Works Fund (CCBF-CWF) (internal and external) reports
- 1 report regarding the CCBF-CWF Disbursement Process
- 1 report on the CCBF-CWF Contribution Agreement 2024-2034
- 1 report on Guiding Principle for Distribution of Non-Application Based Grants

4. Grant coordination and engagement with CRD services and grant agencies

5. Grant payments and financial administration

Table 1 provides a summary of external grants activity with a comparison to 2023.

Table 1: Grants Approved for 2024

	2024	2023
Non-Application, Direct Allocation Based External Grants Received	\$0.9M	\$12.4M
Application Based External Grants Awarded	\$15.0M	\$11.0M
Total	\$15.9M	\$23.4M
Rate of Return	22.0x	26.7x

Growing Communities Fund

The GCF provided \$1 billion across the province to support local governments with infrastructure projects necessary to enable community growth. The CRD received a one-time non-application direct allocation of \$11.6 million in 2023. The CRD Board approved the allocation to eight qualifying projects out of seventeen projects applied. The funding must be fully expended by March 2028 and the reporting is required until fully spent. Appendix C provides a financial and project status update for the funded projects.

Service Delivery Implications

Applying grants is often time-sensitive where programs launch unexpectedly, disrupting service and work plans. Staff endeavor to seek funding for projects identified in capital plans aligned with community needs (Appendix D); however, when opportunities arise adjustments and implications are brought forward for approval.

CONCLUSION

Staff continue to monitor and track key performance indicators, which are driven by the variability of external grant program availability. The CRD Grants team works with and across services to maximize funding opportunities. Staff proactively manage various processes for optimal financial management and adjust work plans when funding programs become available and where capacity and resources permit.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Lia Xu, MSc., CPA, CGA, Finance Manager, Local Services and Corporate Grants
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Capital Regional District External Grants Activity 2024
Appendix B: Update on the Status of Grant-Funded Projects
Appendix C: Growing Communities Fund – Financial Summary
Appendix D: Grant Alignment with Community Needs