

Non Profit Sector Advisory Committee (NPSAC) Workplan 2024-2026

Appendix "1" to Report 2024-GG-008

developed in reference to Report 2022-PRF-006, Non-Profit Sector Review Committee (June 13, 2022)

Project	How it will be accomplished/Description	Action Items	Priority Level	Lead/Stakeholders/Partners	Budgetary Impacts	Start Date	Expected Completion Date
Policy Review	The Township of Brock currently has a non-profit grant program and policy. However, since its inception over a decade ago it has never been funded. It is recommended that Township staff conduct a fulsome review of the policy for possible changes, in cooperation and consultation with the non-profit sector, for approval by Council. It is further recommended that the policy be officially funded through The Township's annual budget process. Any pre-existing funding arrangements could be funnelled through this policy. The policy could involve both grants to organizations as well as sponsorships of events in the township whether they be monetary or in-kind in nature	NPSAC to review the policies NPSAC review other similar policies from other municipalities With the assistance of staff draft a policy to be brought to Senior Management for review Establish the amount of funding to be budgeted Bring to Council for approval and adoption Go to Council prior to 2025 budget deliberations with a recommended motion for budget for consideration Educate and promote various grant opportunities to Non-profits	High	Recreation and Leisure Coordinator/NPSAC	N/A	Q2 2024	Q4 2024
	The Township of Brock should adapt a formal policy where it is clearly defined that non-profit organizations hold a special place in Brock and that one of the fundamental goals is to treat all such organizations equally where it is reasonable to do so. Such a policy should identify that where organizations of similar purpose and operation are concerned they will be treated equally by The Township and if they are not so treated there will be transparency on cause.						
Non Profit Day of Recognition Proclamation	Proclaim a day of recognition for Brock Non-Profits to recognize and draw attention to them and the value they present to our township.	NPSAC to research how it is proclaimed in other municipalities Flag - research, review at committee, approve and order pass a motion requesting Council proclaim - include wording of the importance of Non profit groups etc. Attend the proclamation and flag raising with members of council at the Municipal Administration Building	High	NPSAC/ Communications Coordinator	N/A	Q2 2024	Q3 2024/Q3 2025/Q3 2025
Non-Profit Day of Recognition Event	An annual event hosted in conjunction with the Council of the Corporation of Brock and the Non-Profit Sector Advisory Committee, this recognition event is to be established to recognize volunteers who dedicate their time and expertise to support Non Profit and Charity organizations throughout the municipality. These groups provided valuable programs and services to Brock residents. This event will also be an opportunity for the groups to promote their organizations and recruit new volunteers. The event will rotate locations throughout the township on a yearly basis.	Establish event planning committee (to include 1-2 members of council). Location & Time event schedule Food options recognition details and strategy - how to recognize the groups/individuals. Are they nominated, who chooses the recipients send information out to community groups - get RSVP for #s, and determine who is attending to promote and recruit - will need tables, chairs, electricity etc.	High	NPSAC/ Communications Coordinator/ Recreation and Leisure Coordinator	To be determined	Q1 2025	Q3 2025
National Volunteer Week - April 2025	Education / Social Media Campaign	NPSAC to develop messages to be shared across municipal channels.	High	Communications Coordinator/NPSAC	To be determined	Q1 2025/2026	Q2 2025/2026
Promotional Volunteer Campaign	Periodic promotional campaigns could be facilitated in partnership with The Township to keep the idea of volunteerism alive. The benefits of volunteerism beyond the public service concept, should be emphasized including the value of sitting on boards of directors, assisting in management decisions, and other experiences which can enhance skillsets which are valuable resume additions.	NPSAC to create a schedule and messaging to promote volunteerism. Will be shared on Township Channels NPSAC to share the messaging within their own networks Annual review of the messaging and how to update or improve for next year	Medium	Communications Coordinator/NPSAC	N/A	2025/2026	2025/2026
Monitor the State of Volunteerism in Brock	The health of the volunteer sector in Brock should be continuously monitored. A system of voluntary surveys completed by organizations and their members could be developed to track vital statistics on volunteerism in Brock. Analysis of trends and attitudes could be conducted. Declining membership and lack of growth contributes to burnout and departure of many volunteers. Monitoring the state of volunteerism in Brock could assist in proactive measures to avoid these problems.	NPSAC to develop survey to address volunteerism concerns Send to Council for review and endorsement send out to community groups, non profits etc. analyze results to identify gaps discuss how the committee and municipality can fill the gaps. Include recommendations in annual report to Council. Amend workplan if necessary	Medium	NPSAC	N/A	2024	Ongoing
Public Information & Registration Session	Township wide public information and registration sessions could be hosted by The Township at rotating locations. These sessions would facilitate non-profit organizations being capable of promoting their organizations to the public. Membership in non-profit organizations could be promoted as well as registration for various youth-oriented organizations (i.e. minor hockey, soccer, figure skating, etc.).	NPSAC to develop event plan and logistics provide information to Council for endorsement send out to community groups, non profits etc. evaluate the success of the event and indicate areas for improvement before next event is set	Medium	NPSAC/Communications Coordinator/BBOT/Recreation and Leisure Coordinator/Local Organizations	To be determined	2025	To be determined
Workshops	Organize and host regular workshops where professional guidance on areas including financial management and governance are covered. Organizations can share best practice models. Where local businesses would have boards of trade or chambers of commerce to advocate for this kind of education the non-profit sector, especially in small communities, does not have such organizations to rely on. Given the services provided by non-profits in Brock that may otherwise be delivered by local government at increased costs it would be in the best interest of The Township to assist the sector in this area.	NPSAC to review survey results from annual surveys and indicate areas of interest for groups Research potential speakers develop event plan and logistics provide to Council for endorsement advertise and share with community organization and not for profit host event evaluate the success of the event and indicate areas for improvement before next event is set	Medium	NPSAC/Communications Coordinator/Recreation and Leisure Coordinator	To be determined	2025/2026	2025/2026