



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Crystal Doucette

Position: Manager of Accounting/Deputy Treasurer

Title / Subject: 2022 Charity Golf Tournament

Date of Report: September 7, 2022

Date of Meeting: September 26, 2022

Report No: 2022-FI-017

1.0 Issue / Origin

The 2022 tournament was very successful with the return to our usual June date and ability to fill a full 144 golfers in our registration. After the details of this report have been discussed with the Golf Committee this report will bring this year's details to Council.

2.0 Background

The Annual Charity Golf Tournament has supported youth programs in our community since 1999. The tournament has been supported by local business and individuals, making it the success it has been. At the March 28, 2022 meeting staff informed Council that in 2021, the later date of the tournament, the pandemic and staffing changes resulted in a deferral of the 2021 grant application process but would resume after the 2022 tournament.

3.0 Analysis

For the remainder of 2022, the Golf Committee will focus on awarding the grants from funds raised in 2021 and 2022. Further work is also underway by staff to reach our previously committed grant applicants from the previous four years to determine project completion, extension requests due to COVID-19 or cancellation of the programs and associated grants.

In 2022, the golf tournament raised \$13,178.45, which is detailed in the attached financial report. We registered 111 golfers to fill our day. We had 4 GOLD level sponsors comprised of CBM, Scotia Bank, MEEK Electric and Pinevalley Estates. Several hole sponsorships and donations from local businesses with invested interest in supporting Brock Township's youth were received.

In 2019, the grant criteria were reviewed by the Golf Committee and Council approved as follows:

- 1) **Youth-oriented projects only** – this is viewed as the fundamental or core purpose of the grant program
- 2) **Completed by a local non-profit organization or group within or serving the residents of the Township of Brock** – this applies to any organization offering programs for youth. It is purposely open ended as some groups are unincorporated and others are set up as one-time groups organized for a specific purpose based on the needs of the youth in the community.
- 3) **An innovative project that promotes the health, wellness and physical activity of our youth; general operating costs are excluded** – operating costs include the general administrative costs required to run the organization. These are not directly related to a specific program or project that is being considered for funding in other words, the cost will continue regardless of the applications outcome.
Although the focus is on innovative or new programs, proposing improvements to existing programs will also be considered for funding. These improvements may include the purchase of new camping equipment for outdoor trips; the purchase of rink boards for minor hockey programs; or other items that make an existing program or project more attractive to participants. Costs can be from minor capital items that will be used for this (or subsequent) year's program, supplies, busing, speakers, and anything needed to run the program or complete the project.
- 4) **Projects will be funded to a maximum of 50% with other fund-raising efforts for the remainder of your project** – the grant program is intended to supplement the efforts of community groups not replace them.
- 5) **No project will be awarded more than \$2,500 from the annual golf tournament proceeds** – The limit is intended to ensure small organizations with programs received a fair share of the funding available. It was also intended to inform organizations with larger projects of the limits up front to avoid the expectation that the tournament funds would be allocated proportionally based on the request.
- 6) **Proof of expenditure must be provided upon completion of the project** – for funding to be disbursed to the group/organizations that have been approved by Council, the group must first provide proof that they held the proposed program or completed the project and paid the related expenditures as outlined in the initial application. Once proof has been sent to the Treasurer, a reimbursement cheque is issued to the group. The cheque will be for 50% of the total of all receipts provided to a maximum of the funds allocated by Council.
- 7) **The project should be completed within 18 months of the funds being awarded with extensions considered with reasonable explanation** – funding for each grant approved by Council is held in reserve until the funds are claimed or until sufficient time has passed to assume no claim will be made. Additionally, releasing unclaimed proceeds after four years as an addition to the current year's proceeds was introduced as a streamlined way to ensure all tournament proceeds are eventually reused in the community.
- 8) **Deadline for submissions** – late submission will be advised that they can resubmit their project or program for consideration in the subsequent year.

4.0 Related Policies / Procedures

N/A

5.0 Financial / Budget Assessment

The Golf Tournament Reserve has been analysed to determine the available funding to support the commitments and what is available for the next intake. As well, reports from previous years have been reviewed to ensure Council direction has been considered.

The balance of funds available are as follows:

Balance, Golf Reserve, December 31, 2021	\$18,296.25
Proceeds – 2022 Golf Tournament	13,178.45
Suggested donation to local Food Bank	<u>-1,000.00</u>
Uncommitted Golf Reserve, August 31, 2022	<u>\$30,474.70</u>

The 2018/2019 commitments have been updated to reflect discussions with applicants. In a small number of cases we have not been able to establish if the 2018/2019 grant will be utilized and have left as committed. Staff will continue to work with all these applicants to utilize the approved grant in accordance with their application. Committed funds of \$9,000.00 from 2018 and \$8,523.61 from 2019 have already been removed from the available funds below.

Additionally, Council approval was given to support the Grandview Children's Centre in the total amount \$15,000.00. (\$7,500.00 previously committed in 2019 and a further \$7,500.00 in 2022) This contribution was fully funded by the golf tournament reserve and was made to Grandview in 2022 and is now complete.

Suggestion from staff was made at the September 12th COW meeting to kick off Brock Township's "Brock Beat's Hunger" campaign with a contribution from the golf tournament reserve of \$1,000.00.

6.0 Climate Change Impacts

N/A

7.0 Communications

Staff will work with the approved grant applications from 2018/2019 to ensure completed projects are funded as committed. Applications for the next round of grants will be posted on the website no later than September 30, 2022 with a closing date of November 30, 2022.

8.0 Conclusion

Even with the setbacks of the pandemic and staffing changes staff were able to execute a very welcome and successful tournament in 2022 with all of the regular key pieces such as the available full registration, an interactive Council led BBQ lunch and full buffet dinner and awards ceremony. With the retirement of long-time organizer Arlene Smith, staff look forward to carrying on her well organized tournament for 2023.

9.0 Recommendation

That Council receive report 2022-FI-017, 2022 Charity Golf Tournament, for information.

That Council approve proceeding with implementation of the 2022 Golf tournament application process.