

Alberta

Freedom To Create. Spirit To Achieve.

Municipal Affairs

MUNICIPAL GRANTS

October 14, 2011

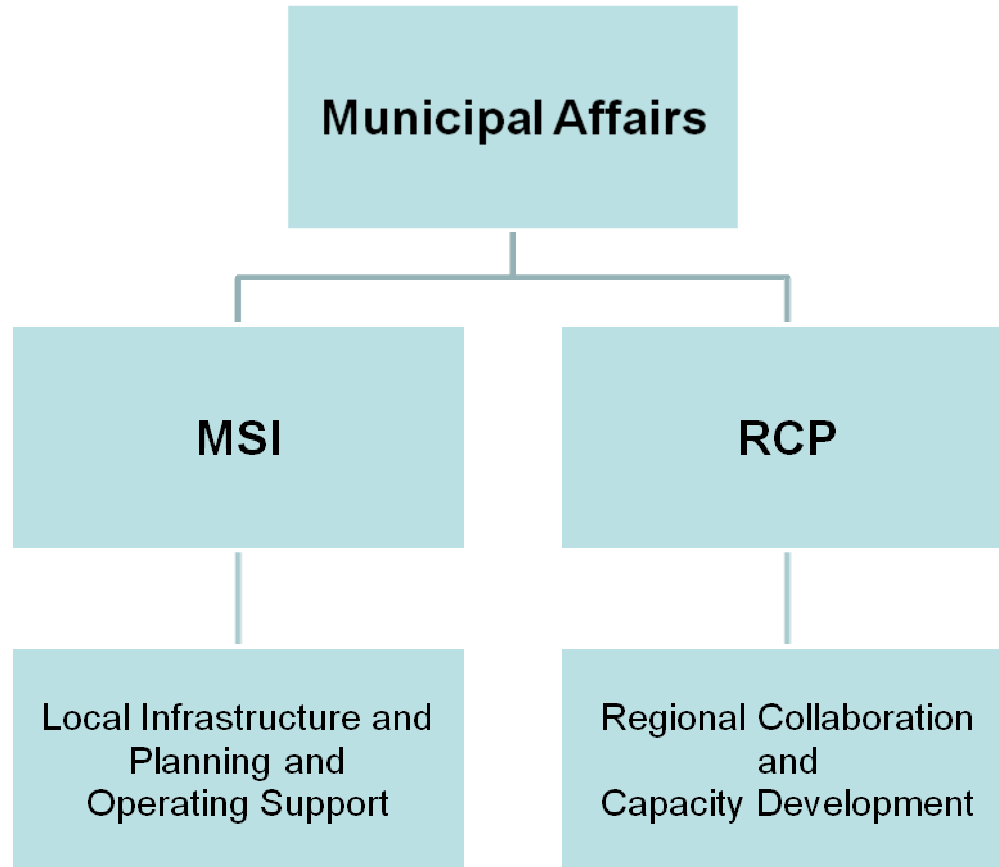
**Government
of Alberta** ■

Municipal Grants Introduction

- 2011 Municipal Sustainability Initiative (MSI)
 - > MSI Overview
 - > MSI Operating
 - > MSI Capital
 - > Payments
 - > Reporting
- Regional Collaboration Program (RCP)

Municipal Affairs

Municipal Grants



MSI

Municipal Sustainability Initiative

- Supports municipalities by funding initiatives that enhance municipal sustainability, address local infrastructure needs and meet the demands of growth.

MSI Funding Formula

- Developed in 2007 following extensive consultation
- Addresses needs of all sizes and types of municipalities
- Majority of funding allocated based on:
 - > Population (48 per cent)
 - > Education Tax Requisition (48 per cent)
 - > Kilometres of Local Roads (4 per cent)
- Base funding: summer villages: \$60,000, other municipalities: \$120,000
- Sustainability Investment (SI) funding: \$15M out of \$50M Operating

2011/12 MSI Funding Allocation

Formula Component	Amount	Total Budget
Base Funding	\$60,000 for each summer village (<small>\$120,000 for other municipalities</small>)	\$41 million
Population	\$112 per capita (based on 2010 official population)	\$398.4 million
Education Tax Requisition	\$0.225 per dollar of tax requisition (based on 2010 requisition data)	\$398.4 million
Kilometers of Road	\$215 per kilometer of local road (based on 2009 statistical data)	\$33.2 million
Sustainable Investment (SI)	Pro-rated portion to municipalities with populations below 10,000 and limited local assessment base	\$15 million*
Total Formula		\$886 million

*\$10.5 million in SI funding is allocated to urban, and \$4.5 million to rural municipalities.

MSI Budgets

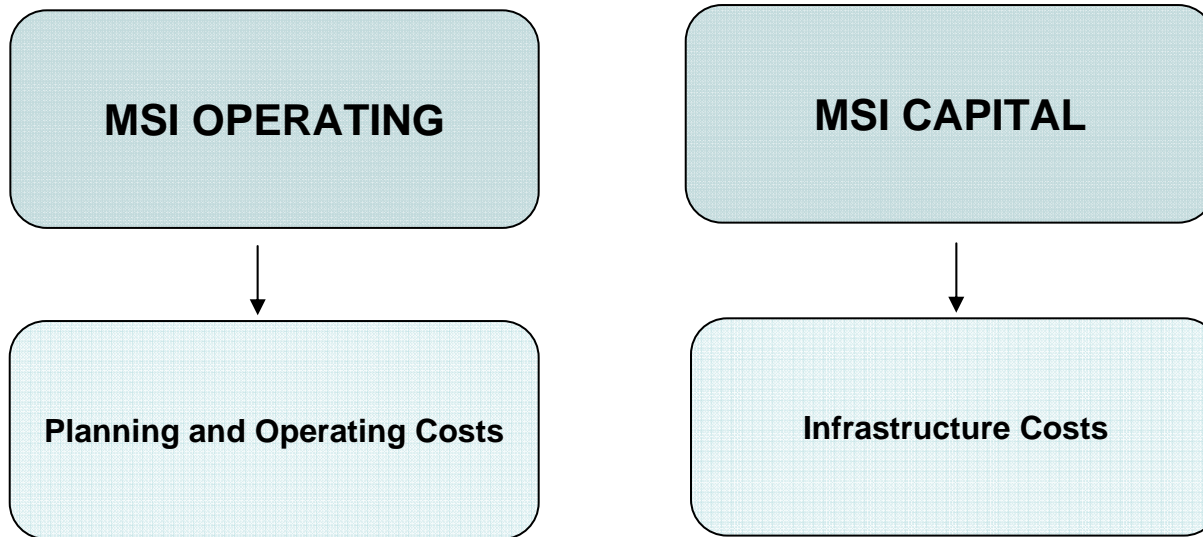
- \$3.1 billion provided to date
- \$886 million allocated in 2011/12

MSI Eligible Recipients

- Municipalities
(city, town, village, summer village, specialized municipality, municipal district, improvement district, and special area)
- Métis Settlements
- Townsite of Redwood Meadows

MSI

Municipal Sustainability Initiative



MSI Operating

MSI Operating

- Enhance the long term sustainability of a municipality through projects that support:
 - Planning Activities
 - Capacity Building
 - Municipal Services
 - Non-profit Organizations

What is a Project?

- A focused, planned undertaking with a specific purpose
 - must support qualifying operating expenses generated by the municipality, a non-profit organization, library board, or municipal grant funding board
- Unrelated expenses may not be combined into one project

Planning Activities

- Under this category funding can be used to:
 - Promote and facilitate intermunicipal cooperation in planning matters
 - Develop or update statutory or non-statutory plans and studies
 - Acquire resources and equipment required to conduct planning work
 - Support expenses related to carrying out public consultations
 - Offset other qualifying operating expenses related to planning

Planning Activities – Project Examples

- Work with a neighbouring municipality to create an intermunicipal development plan
- Contract planning services from the Regional Services Commission
- Compile data for geographic information system

Capacity Building

- Under this category funding can be used to:
 - Promote improved efficiency and effectiveness of municipal operations
 - Offset qualifying operating expenses related to shared administration
- Routine administrative projects do not qualify under the MSI Operating program.

Capacity Building – Project Examples

- Hire a consultant to complete a human resources review
- Develop an asset infrastructure management system
- Support training and professional development expenses for municipal staff
- Hire a consultant to explore opportunities for shared use of municipal personnel

Municipal Services

- Under this category funding can be used to:
 - Explore opportunities for shared service arrangements
 - Support new or existing cost-sharing agreements
 - Support regional partnership activities
 - Offset qualifying operating expenses related to municipal service delivery

Municipal Services – Maintenance vs. Rehabilitation

Maintenance

- any routine, recurring, superficial, or cosmetic activity necessary to ensure that an asset reaches normal design life and/or retains an acceptable appearance throughout its life
 - Maintenance projects qualify under the MSI Operating program

Rehabilitation

- any activity intended to extend the useful life of a fixed asset beyond its original expected or design life.
 - Rehabilitation projects **do not** qualify under the Operating program
 - May qualify under the Capital program

Municipal Services – Project Examples

- Share the services of a bylaw enforcement officer with another municipality
- Support the insurance and maintenance costs of regional accessible transit vehicles
- Support utility costs for recreation facilities
- Contract fire fighting services from another municipality

Non-Profit Organizations

- Under this category funding can be used to:
 - Support organizations with a charitable and benevolent purpose that benefit the general public in the local community
 - Make contributions to municipal grant funding boards, such as recreation boards, for further disbursement to non-profit organizations

Eligible Operating Expenses

	Project Categories			
	Capacity Building	Planning Activities	Municipal Services	Assistance to Non-Profit Organizations
Resources				
Salaries, wages, and benefits	○	●	○*	●
Training costs	●	●	●	●
Consultant fees	●	●	●	●
Honoraria	○	●	○*	●
Volunteer development	●	●	●	●
Support Costs				
Rent	○	●	●	●
Utilities	○	●	●	●
Insurance costs	○	●	●	●
Computer and software maintenance contracts	●	●	●	●
Property taxes	○	●	●	●
Technology support and training	●	●	●	●
Membership fees for regional organizations	●	●	●	●

Eligible Operating Expenses (2)

	Project Categories			
	Capacity Building	Planning Activities	Municipal Services	Assistance to Non-Profit Organizations
Operating Supplies and Small Equipment				
Computer hardware and software	●	●	●	●
Copiers and Fax Machines	○	●	●	●
Furniture	○	●	●	●
Telephone systems	●	●	●	●
Program supplies	○	●	●	●
Specialized equipment	○	●	●	●
Handheld/hand-operated tools	○	●	●	●
Maintenance				
Paint	○	●	●	●
Carpet	○	●	●	●
Cleaning supplies	○	●	●	●
Roof repairs	○	●	●	●
HVAC repairs	○	●	●	●
Window replacements	○	●	●	●
Other life cycle maintenance	○	●	●	●

Contribution to Third Party Organizations

- Regional Services Commission
- Non-profit organizations
- Municipal Grant Funding Board
- Libraries

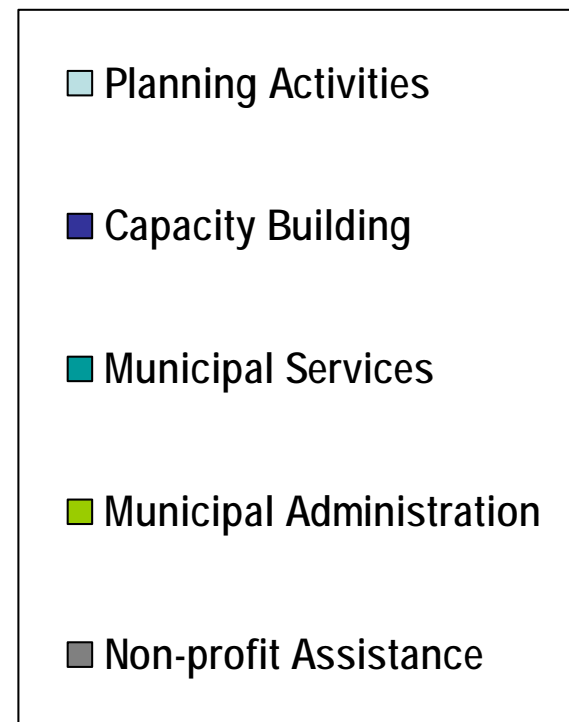
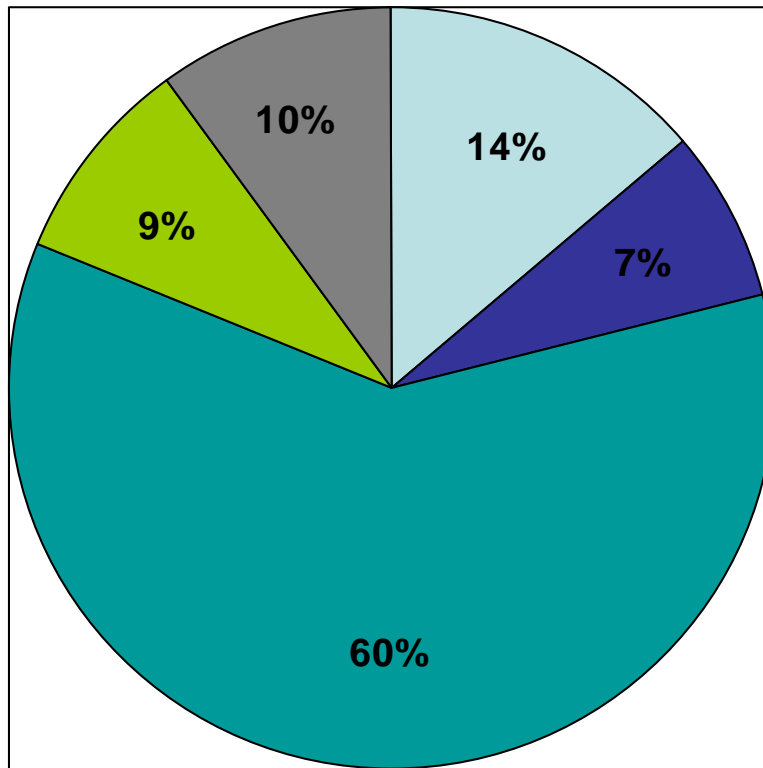
Minimum Operating Project Threshold

- 10 per cent of a municipality's annual allocation for the year
 - (Or \$1,000 if greater)
- Exceptions:
 - Joint initiatives
 - Non-profit organizations
 - Libraries
 - Infrastructure management systems

Time Period for Using Allocated Funds

- Operating funding should be spent on an annual basis
- If funding cannot be applied or a project cannot be completed by the end of the calendar year
 - Funds and projects can be carried forward for one calendar year

MSI – Accepted *Operating* Projects



MSI Capital

MSI Capital - Objectives

- Support infrastructure needs
- Meet the demands of growth
- Enhance sustainability
 - Long-term view

MSI Capital – Qualifying Costs

- Project purpose:
 - Providing good government, providing services, facilities or other things that are necessary or desirable for all or part of the municipality, or to develop and maintain safe and viable communities
 - Acquisition
 - Construction
 - Development
 - Betterment
 - Rehabilitation

What is a Project?

- A single:
 - Building
 - Facility
 - Piece of equipment
- Related portions of a system

Eligible Project Categories

- Municipal roads, sidewalks, and bridges
- Public transit vehicles and facilities
- Water supply, treatment and distribution systems
- Wastewater collection and treatment systems
- Storm sewer drainage systems and facilities
- Solid waste management facilities and equipment
- Protective services facilities and equipment
 - Police
 - Fire
 - Disaster and Emergency Services
 - Ambulance and First Aid

Eligible Project Categories (continued)

- Regional and community airport facilities/equipment
- Common and equipment pool
- Infrastructure management systems
- Recreation and sports facilities
- General government and administration
- Public health and welfare
- Parks, recreation and sports facilities
- Libraries
- Cultural community centres
- Tourist facilities

Project Examples - Acquisitions

- Replace a tractor
- Purchase solid waste bins
- Purchase fire trucks
- Purchase a customized utility vehicle
- Purchase an infrastructure management system

Project Examples - Construction

- Construct an access road and develop land to support public works operations
- Construct a salt and sand storage shed
- Construct a water park and playground
- Complete construction of a waste management transfer station
- Construct washroom and shower facilities, and complete designs for an expansion of the public campground
- Construct an asphalt walking trail
- Construct a parking lot at the regional centre
- Construct a water reservoir
- Construct an organic compost site

Project Examples - Betterments

- Upgrade the pumphouse, including installation of new fire pump controls, structural additions and waterproofing of the reservoir
- Purchase and install address signs in rural residential subdivisions
- Upgrade the supervisory control and data acquisition system for municipal wastewater collection and water treatment facilities
- Purchase and install water meters
- Install street lights along 44 Street
- Retrofit the community centre with barrier-free washrooms, and upgrade the security system
- Expand the cemetery

Project Examples - Rehabilitation

- Repave portions of 49 Street and replace the curbs and gutter
- Replace water and sewer pipes, curbs, and roadway along 108 Street, and complete designs for future work
- Reconstruct a portion of 11 Street, including paving and installation of curb and gutter, street lighting, and underground infrastructure
- Rehabilitate a leisure trail system
- Renovate and reconfigure the second floor of the county centre
- Rehabilitate the Old Town Hall and Fire Hall to serve as municipal offices and council chambers
- Reconstruct a boat launch

Project Examples – Maintenance Equipment

- Purchase waterline leak detection equipment
- Purchase grader
- Purchase a sewer line camera

Project Examples – Land Purchases

- Acquire right-of-way, and design and construct the Highway 60 service road
- Purchase land for a water distribution system
- Purchase land for a sewage lagoon

- Time limits to put into use:
 - Transportation or utility corridors – 10 years
 - Other projects – 5 years

Project Examples – Preliminary Costs

- Design and engineer a public works shop
- Prepare a design and engineering study for the paving of North Lake Road
- Develop a solid waste management plan and construct a landfill
- Complete a functional design for the expansion of Centre Avenue
- Develop a conceptual design for a local wastewater collection system
- Complete a feasibility study for water reservoir upgrades

Project Examples – System-Wide Reviews

- Complete an engineering and design study to expand the present storm water drainage system
- Develop a master servicing plan

Contributions to Other Entities

- Provincially controlled entities
- Other municipalities
- Entities controlled by 2 or more municipalities (i.e. regional services commissions)
- Non-profit organizations

Contributions to Non-Profit Organizations

- Project must provide a municipal service
- Municipalities must certify that they will:
 - bind the non-profit to all MSI conditions and obligations
 - maintain adequate control over public access to the asset or the service it provides

Project Examples – Contributions to Other Entities

- Contribute funding to the rehabilitation of a town fire hall
- Contribute funding to the replacement of a community centre roof
- Contribute funding to an arena addition
- Contribute funding to a non-profit organization for the construction of the community hall

Minimum Capital Project Threshold

- 5 per cent of annual capital allocation
- Exceptions:
 - Infrastructure management systems
 - Contributions to:
 - Neighbouring municipalities
 - Regional entities controlled by 2 or more municipalities
 - Non-profit organizations

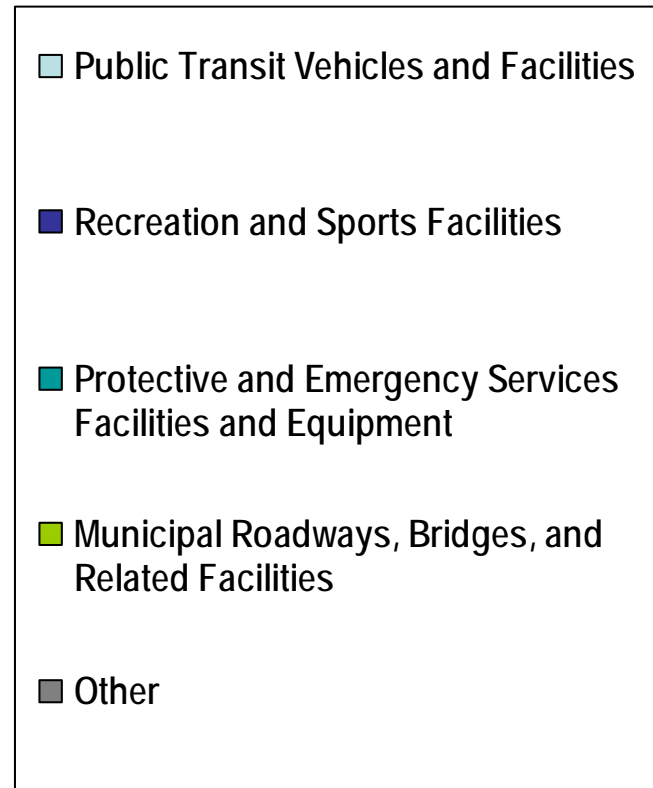
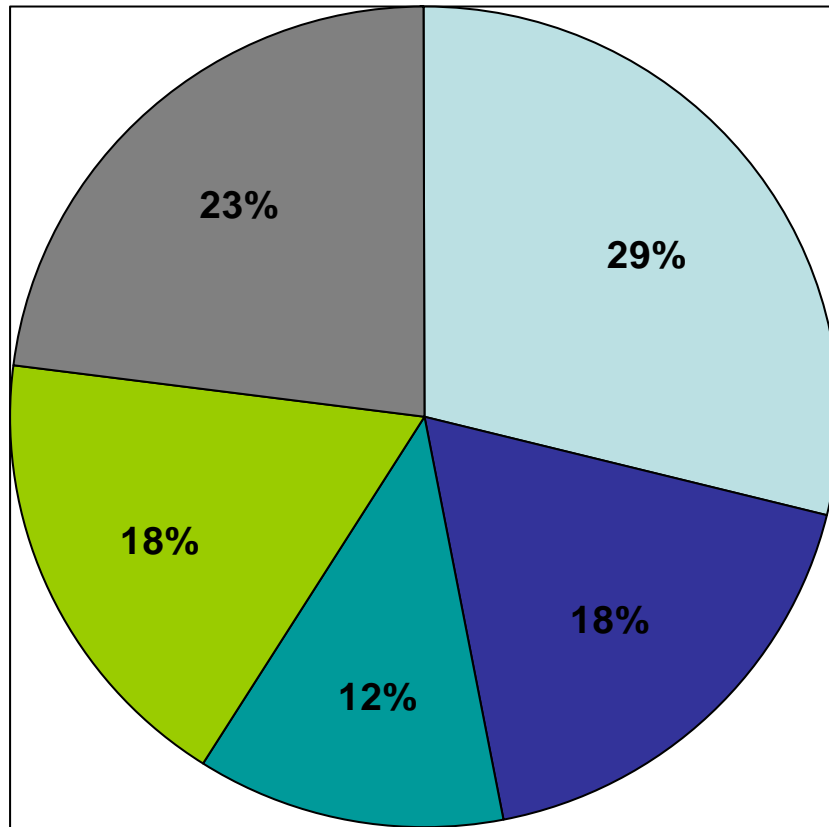
Time Period for Using Allocated Funds

- Allocation year + 5 subsequent years
- 2007 capital allocations
 - expended by December 31, 2012

Capital projects based on future funding

- 75% of estimated future allocations

MSI – Accepted *Capital* Projects



MSI – Operating and Capital - Application of Other Grant Funds

- MSI used as the municipal contribution to or be combined with funding from other provincial municipal or federal municipal grant programs
 - Allowed, unless doing so is prohibited by that program

MSI Reporting Requirements

- Municipalities are required to report on funded projects
 - > Financial reporting (Statement of Funding and Expenditures)

MSI Payment Requirements

- Payment of the 2011 MSI funding allocation is conditional on:
 - > Capital funding - sufficient project applications committing all capital funding allocated to date (2007-2011)
 - > Operating funding - sufficient project applications committing the balance of any uncommitted operating funding from previous years
 - > Certification of the 2009 SFE
 - > Submission of the 2010 SFE

MSI Communications

- MSI Website
 - Feature stories on community projects
- Project signs and plaques
 - Guidelines
 - Forms
 - Sign templates
- Annual municipal communication on projects
- Special events

Regional Collaboration Program

RCP

Regional Collaboration Program

- Supports municipalities by funding activities that involve regional collaboration and capacity building.
- Four program components:
 1. Regional Collaboration (up to \$250,000)
 2. Mediation and Cooperative Processes (up to \$50,000)
 3. Municipal Internship (Administrators - \$43,000 and land use planners – two year stream \$62,000)
 4. Strategic Initiatives (up to \$250,000)

RCP Eligible Recipients

- Municipalities
- Métis Settlements
- A municipality formed by special Act
- Regional Services Commissions*
- Municipally controlled planning services agencies*
- Municipal regional boards that may or may not be established by regulation (e.g. Capital Region Board, Calgary Regional Partnership)
- Townsite of Redwood Meadows Administration Society

RCP Eligible Projects

- Regional plan development, such as growth, land use, transit, or social plans
- Transitional costs associated with shared municipal services
- Internship placements
- Mediation services
- Development of cooperation protocols to assist with conflict resolution

RCP – Project Examples

- Establish regional governance and enhance regional emergency, water, wastewater, recreation and economic development services
- Support start-up costs of regional services commissions
- Cover transitional costs related to a dissolution
- Support 21 administrator interns and 7 land-use planner interns

RCP Reporting Requirements

- Based on specific funding agreements

Municipal Grant Information Sources

- GOA website
- MSI website
- Municipal Grants Web Portal
- Municipal Affairs Grant Advisors

Contact Us

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Questions?

Thank you