

IMMIGRATION GRANT POLICY

Objectives

- a) To provide guidance for Moncton City Council when making funding decisions regarding Immigration Grants.
- b) To establish the application rules and procedures for organizations who choose to apply for an Immigration Grant.

Application

This policy applies to all organizations applying for an Immigration Grant.

Definitions

Applicant: An eligible organization applying for an Immigration Grant.

Council: Moncton City Council

Immigration Grant: One time funding provided to a successful Applicant who satisfies the criteria established under this Policy.

Policy Statement

All Immigration Grant applications shall only be considered, and funding decisions made, in accordance with this Policy to ensure that funding is delivered in a consistent and equitable manner.

Funding Categories

The City of Moncton Immigration Grant is to assist with activities, projects and programs to support the implementation of the Greater Moncton Immigration Strategy. Details on the Greater Moncton Immigration can be found at:

immigrationmoncton.ca

- **Projects:** One time funding (with the opportunity to apply/ reapply yearly) provided to a successful Applicant to support the creation and implementation of a key objective within the Greater Moncton Immigration Strategy.

The focus for the Immigrant Grant is based on the Greater Moncton Immigration Strategy.

Here are the key themes to be achieved from the grant. (Visit immigrationmoncton.ca for more details)

- i. Expand use of post-secondary education system as a conduit for immigration (

international student integration and retention with a focus on labour market integration) (1.e. in immigration strategy)

- ii. Continue to focus on attracting French speaking immigrants (Francophone immigration economic integration (1.f . in Immigration Strategy)
- iii. Encourage local immigrant networks and cross-pollination among the networks (2.g. in immigration strategy)
- iv. Integrate professional immigrants into local business networks (3.c. in immigration strategy)
- v. Mentorship for highly skilled immigrants and international students(2.e. in immigration strategy)

Funding Requirements:

- a) Immigration Grant funding is subject to availability of funds and approval by Council on an annual basis.
- b) All Applicants must specify in their application:
 - i. the amount of funding for which they are applying;
 - ii. how the funding will be used; and identify all other sources of approved funding, including both monetary and in-kind support
 - iii. how the Funding will help implement key objectives from the Greater Moncton Immigration Strategy as seen above;
 - iv. how the funding will provide a benefit to the community, or assist in the development of the newcomer/immigrant community;
 - v. all other sources of approved funding, including both monetary and in-kind support;
 - vi. any other funding or in-kind support received from the City of Moncton; and
 - vii. Applicants seeking funding in support of a specific project must also specify the total project budget for the year.
- c) Organizations are permitted to submit more than one application.
- d) Funding allocations shall be determined by the City of Moncton on a case by case basis.

Eligibility

Organizations must meet the following criteria to be eligible for an Immigration Grant:

- Registered non-profit organizations, public post-secondary institutions or registered ethno cultural association.
- Organizations with significant community involvement
- Organizations within or holding principle activities within the geographic boundary of the City of Moncton
- Organizations that respect the Canadian Charter of Human Rights and promote equal access

and opportunity for all persons

- Be in good standing with no outstanding or defaulted final reports from previous project grants

Ineligible organizations and projects

- Commercial or for-profit organizations
- Individuals
- Performances (theatre, music, dance, poetry)
- Religious or political groups: The municipality is non-partisan and does not provide financial support to a group espousing religious or political doctrine
- Private Educational institutions
- Commercial galleries or business locations (bars, restaurants, private clubs)

- Organizations that have defaulted on past project grants or that have received financial assistance from the City and have outstanding final reports or budgets

Eligible Criteria

Applications will be assessed based on the following criteria:

- i. Innovation;
- ii. Ability of the Project/program to advance the objectives of the Greater Moncton Immigration Strategy and it's high priority as seen above;
- iii. Ability of the Project/program to achieve its stated outcomes;
- iv. Benefits of the Project/program on the target community, and the impact if the Project/program was not delivered by the applicant;
- v. Availability of matching funds or in-kind support from other sources; and breadth of partners
- vi. Equal consideration will also be given to the qualifications, experience, organizational ability and stability of the applicant to implement the initiative.

Project/program. b) Applications from both new groups as well as existing groups who have previously received funding shall be given equal consideration, subject to the criteria listed above.

Ineligible Expenses

- Commercial art sales, private galleries, institutional or private collections
- Performances of any kind including but not limited to theatre, live music or poetry
- Art competitions or art markets
- Trade shows
- General fund-raising and fundraising events
- Travel expenses
- Commercial publishing or sales (including books, CDs and DVDs)
- Sales, exhibitions or events held in commercial premises
- Funding that is primarily for the benefit of an individual
- Retroactive funding (projects substantially completed before the grant deadline)
- Deficits or debts
- Free or discounted tickets
- Memberships to organizations
- Fellowships, scholarships, or bursaries
- Contributions to an endowment fund
- Reunions, alumni associations, anniversaries, memorial services
- Expenses to further a profit venture or advantage a for-profit partner - funding must be used to further the applicant's non-profit activities
- Expenses related to programs/services that are delivered by an organization aligned with any religious group or political party

Application Process

- a) All Applicants must complete an Immigration Grant Application Form, available online at www.moncton.ca, or in person at the City Clerk's Office, City Hall, 655 Main Street, Moncton.
- b) Incomplete or late applications may not be considered for funding. Applications must be submitted either electronically immigration@moncton.ca.
- c) Applications will be reviewed and assessed by a panel including City Staff and members of the community. A list of successful Applicants, including the amount of funds committed to each, will be made publically available following approval by City Council.
- d) Successful Applicants will be notified in writing of their grant amount, as well as any conditions that must be met by the Applicant in order to receive the full amount of funding offered. Unsuccessful Applicants will also be notified in writing.
- e) Council shall have final authority over all funding decisions made under this Policy.

Choosing Successful Applicants

The City of Moncton will strive to provide Immigration Grants to Applicants whose services provide the greatest benefit to citizens of Moncton. As funding for Immigration Grants is limited, not all Applicants may be successful. In determining an Applicant's overall benefit to the community, all Applicants will be scored out of a possible 30 points based on the following criteria:

- Relevance (20 Points): What key objective in the Greater Moncton Immigration Strategy will this project or program achieve? (How will this improve the outcomes for newcomers/immigrants and international students)
- Feasibility (10 Points): Project feasibility as well as demonstrated organizational capacity and good management practices including:
 - Programming
 - Finances
 - Human resources
 - Historical track record
 - attendance
 - Program development
 - Community and business support
 - Cultural diversity
 - Diversified funding
 - Partnerships

- Public accessibility

Council, as the final authority for Immigration Grant funding decisions, may also take any of the following factors into consideration:

- Availability of funding or in-kind support from other sources;
- History of funding from the City of Moncton;
- Access: inclusiveness for all newcomers/immigrants, international students
- Provide interpretation for the general public
- Support inclusion of persons with special needs
- Embrace diversity (age, race/ethnicity, income, geographic location)
- Whether the Applicant's services support any of the following objectives identified in the City of Moncton Corporate Strategic Plan :
 - Environment: To be a green community
 - Social: To be a healthy community
 - Culture: To be a vibrant community
 - Economy: To be a prosperous community
 - Governance: To be an engaged community
- Any other factor that Council feels is relevant in making its determination.

Contribution Agreement

Prior to receiving any funds, successful Applicants will be required to sign a Contribution Agreement, specifying the terms and conditions associated with the Immigration Grant, which may include any of the following:

- Amount of funding, and schedule for distribution of funds, including any holdback conditions;
- Final reporting requirements;
- Consequences for misuse of funds or failing to meet other conditions;
- Requirements for recognition of funding from the City of Moncton;
- Confirmation of cost-sharing agreements, or funding/in-kind support from other sources; and
- Any other terms and conditions as required by Council.

Reporting

Recipients must submit a final report within 45-days of completion of the project or 45-days of end of fiscal year for operating grants. These Reports shall include, at a minimum:

- Details on how Immigration Grant funding was spent; including attendance, outcomes, outputs, final budget, etc and how it helped to implement the Greater Moncton Immigration Strategy;

- A financial statements;
- Any significant changes in scope or delivery of the Project supported by the Immigration Grant inconsistent with the original request; and
- Any other information requested by Council.