



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Tony Haddad, Chief Administrative Officer

Date to Council: September 11, 2018

Report Number: CAO-2018-08

Subject: Royal Canadian Legion Branch 594 WECF Grant Application

Recommendations

It is recommended:

That Report CAO-2018-08 Royal Canadian Legion Branch 594 WECF Grant Application **be received**; and,

That the Town of Tecumseh **agree to act** as the intermediary for the Royal Canadian Legion Branch 594 with respect to the WECF grant application and **provide a letter of support** for the grant program.

Background

The Royal Canadian Legion Metropolitan Branch 594 (Legion) is located at 5030 Howard Avenue in Tecumseh. The Legion is working to improve the rear entrance of the building to help reduce energy bills, make the entrance accessible and increase the comfort levels for seniors, patrons and Veterans and their families.

The current Legion building is four years old and was built following the removal of the old structure during the construction of the Right Honourable Herb Gray Parkway. The new building has allowed the Legion to increase its activities and offerings to residents including seniors' dinners/dancing, card clubs, dart leagues, pool leagues, Quilter's Guild meetings, weekly military and parading exercises for Cadet Corps, and hosting of resident activities like lunches.

Use of the complex has increased and the rear entrance, which had not been intended to be used as much, is now a main entrance/exit that needs improvements. The Legion estimates

that the improvements could cost as much as \$20,000, however, full cost details will not be known until the project is tendered and awarded.

The Legion is seeking funds through the Windsor Essex Community Foundation's (WECF) Community Impact Grant. The Community Impact Grant offers up to \$15,000 under the program and only provides funding to registered charities. As the Royal Canadian Legions are not registered charities, an intermediary organization or municipality must act on their behalf for the funding application. The grant application form and guidelines are attached.

Comments

The Royal Canadian Legion Metropolitan Branch 594 is requesting that the Town of Tecumseh act as intermediary in the application for the WECF grant to complete the noted improvements. The Town's responsibility is to provide a letter supporting the efforts for the funding and must include the following:

- Town letterhead
- Authorized signatory
- Outline of the relationship between the Town and the Legion
- Outline the agreement to flow the funds to the Legion if the grant is awarded
- Outline support for the project proposal
- Confirm the Town assumes financial responsibility
- Outline the combined reach of the Town and the Legion

Two formal agreements would be required - the first between the Town and WECF for the funds and the second between the Town and the Legion to flow the funds. The agreement between the Town and the Legion will include language to indemnify the Town from repercussions should the Legion fail to meet the financial obligations of the fund.

The Legion is not requesting any funding from the Town. They have secured additional funding through their own fundraising efforts to meet any shortfall between the cost of the project and the potential fund amounts. A copy of the letter from the Legion is attached.

Consultations

Financial Services

Financial Implications

None

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Lesley Racicot
Manager Strategic Initiatives

Reviewed by:

Luc Gagnon, CPA, CA, BMath
Director Financial Services & Treasurer

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	Letter from Royal Canadian Legion Metropolitan Branch 594
2	Blank Application and Guidelines from Windsor Essex Community Foundation