

SUMMARY OF CIPSUBMISSIONS

	WHAT WE HEARD	WHAT WE DID	WHY
I	OBJECTIVES (3 issues)		
1	Include a broader range of eligible land uses (i.e. agricultural, industrial, highway commercial)	No change; explained	Beyond scope Other policies need to be updated first (i.e. Official Plan); doesn't align with current funding objectives
2	Include sidewalks, streetlamps, garbage cans, other infrastructure, accessible beach access at the Bobcaygeon Beach Park, public washrooms	No change; explained	Beyond scope Other municipal programs, BIAs and Service Clubs help to support these works
3	Explain residential options	Revised CIP (Section 3.0)	Added clarity
II	PROJECT AREA (2)		
1	Explain intent of Focus Areas	Revised CIP (Section 4.0)	Added clarity
2	All communities should be eligible for grants	No change; explained	Beyond scope Doesn't align with current funding objectives and options; may still be eligible for loans or rebates, or future grants should other funding options become available
III	FINANCIAL INCENTIVE PROGRAMS (21)		
1	Funding should be available to community groups	No change; explained	Beyond scope CIP intended to incentivize private property and business owners; other municipal programs, BIAs and Service Clubs help to support these works
2	No-interest and forgivable loans and grants shouldn't be from City's Contingency Reserve	No change; explained	Contingency Reserve to fund low-interest loans; if Council offers no-interest and/or forgivable loan options, they are not intended to be funded from the Contingency Reserve; grants are to be funded through partner agencies
3	City should fund the program	No change; explained	The CIP provides for multiple funding options and future opportunities for Council to consider during annual budgeting process
4	Explain how much money will be available each year	No change; explained	The CIP is a long-term policy document that provides the framework for financial programs; annual reporting is intended to provide the details on available funding and funding sources for the given year
5	Explain how the money will be made available; KLCFDC loan terms; expiration of OMAFRA's \$96,000 grant	No change; explained	KLCFDC provided a one-time \$500,000 no-interest loan (to be repaid in 5 years at \$100,000/yr) matched by City's \$500,000 (from Contingency Reserve) to be replenished as loans are repaid with interest; OMAFRA provided a grant of approximately \$96,000 (to be used by 2020)
6	Explain timing around grant roll-out versus loan roll-out, and whether applicants can be eligible for both	No change; explained	Subject to any applicable terms – CIP financial incentives may be stacked with other sources of funding, grants may be combined, and companion grants may be available; anticipated that all funding tools will be available starting from first intake period
7	Explain whether landowners can apply for the maximum amount per landlord, per commercial property or per unit within that property	Revised CIP (Table 2)	An applicant can submit an application for more than one property or project. An applicant can apply for funding up to the maximum amount, but may be awarded a lesser amount based on scoring criteria.
8	Explain whether businesses can apply for loans as well as grants	Revised CIP (Section 5.2)	Yes; and, subject to any applicable terms – “companion grants” may be available to successful loan applicants

9	Grants should be made available for utility upgrades and conversions	Revised CIP (Table 2, Appendix B)	The ‘Building Repair & Renovation’ program includes utility upgrades for improved energy efficiency
10	Reduce DC grant from 100% to 50%	Revised CIP (Table 2, Appendix B)	Disproportionate funding compared to other grants (approx. \$9,000 per residential unit compared to \$1,500 to \$5,000 for other grants)
11	There should be a higher maximum dollar amount allocated to the Signage Improvement grant	Revised CIP (Table 2, Appendix B)	Signage and awnings are likely cost more than \$3,000 to upgrade (anecdotal, but reasonable)
12	Explain why the programs fund Trent-Severn lands	No change; explained	Funding is for private property – not for Parks Canada property
13	Businesses that allow pop-ups (i.e. in parks or sidewalks) should not be eligible for funding	No change; explained	Pop-ups provide an alternative to traditional retail establishments, encourage new business, entrepreneurs, seasonal events and festivals, and can stimulate economic development
14	Explain the Heritage Conservation grant applicable areas	Revised CIP (Appendix B)	Heritage Conservation program is available for designated properties as well as for properties within a Heritage District. Eligibility is not limited to Focus Areas.
15	Explain the criteria for how loan terms and interest are determined; how the fund distribution process operates	No change; explained	The CIP is a long-term policy document that provides the overall framework. Like other City financial programs, a subsequent report will be presented to Council describing funding options, specific terms and conditions. Funding terms and conditions are to be discussed during a required pre-consultation meeting between the applicant and City staff. A successful loan applicant will be required to enter into a Loan Agreement with the City, complete with terms and conditions, prior to receiving funds.
16	Loans are not as attractive as grants	No change; explained	Loans have been included in the CIP to provide a full range of financial tools. Some property and business owners may not be eligible for loans from traditional financial institutions, but can meet the City’s criteria.
17	The minimum loan amount should be reduced from \$10,000	No change; explained	The CIP suggests but doesn’t establish a minimum. Works that cost below the recommended minimum threshold may not achieve the City’s overall objectives for appreciable changes. The financial terms can be amended by Council following monitoring and reporting on interest and uptake.
18	Explain whether the tax rebate is limited to the difference between pre- and -post values	No change; explained	Yes
19	Define ‘façade’	Revised CIP (Appendix B)	Added clarity to distinguish front, side and rear façades
20	Explain how energy efficiency will be measured (i.e. in \$ or KWh)	Revised CIP (Appendix B)	KWh
21	Establish Key Performance Indictors (KPIs) that Council can use to measure success of programs	No change; explained	Section 7.4 contains examples of measureable criteria that can be used to determine the effectiveness of CIP programs

IV	HOUSEKEEPING (2)		
1	Monk Road mislabelled	Revised CIP (Section 4.0)	Typographic
2	Bolton Street mislabelled	Revised CIP (Section 7.1)	Typographic

V	APPLICATION PROCESS (11)	Noted for Phase 2 consideration	
1	Application intake period	Phase 2 includes Application Process & Implementation	Consider rolling admission period with fixed dates (i.e. the last day of the month every 3 months to allow for application preparation); consider setting a deadline; include target approval dates from application intakes
2	Building permit and Planning approvals		Consider streamlining the processes; consider requiring building permits and planning approvals to be in place to release funds for approved projects, but not for the initial application
3	Audits		Consider conducting consistently and ensure funding is attributed to project cost

4	Timeframes		Consider seasons and contractor availability to provide estimates and initiate works; terms to include conditions regarding commencement and completion
5	Contractors		Ensure licensed, certified contractors are used
6	Staff Champion		Consider one staff point of contact to facilitate and simplify application, approvals, and other processes
7	Preconsultation		Ensure the criteria and application process are very clear and outlined to the applicant
8	Application Form		Ensure the application form and process is simple and concise
9	Scoring criteria		Present the point/merit system for applications
10	Funding Agreement		Ensure agreement specifies length of time a property is to maintain the funded project
11	Securities		Consider requiring a security deposit for successful loan applicants