



REPORT

To: Chair and Directors

Report Number: FN-BRD-321

From: Financial Administration

Date: February 20, 2025

Subject: Health Related Services Grant-in Aid Policy Amendment

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board adopt the amended Health Related Services Grant-in-Aid Policy No. 0340-64 to expand eligibility to include Not-For-Profit Cooperatives in good standing with the *Cooperative Association Act*; and further that the policy be amended to require all applicants to present their financials to the Regional Board during the first or second meeting of January each year.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board adopt the amended Health Related Services Grant-in-Aid Policy No. 0340-64 to introduce a maximum funding cap of \$75,000 per application, on a go forward basis to effectively manage financial commitments under Function 180 – Health Related Services.

BACKGROUND/RATIONALE:

Recommendation #1:

At the January 23, 2025, Regional Board Meeting, the following resolutions were passed:

MOVED, SECONDED and CARRIED,

That the Regional Board authorize staff to amend the Health Related Services Grant-In-Aid Policy No. 0340-64 Section 4.8(a) to include Not-For-Profit Cooperatives that are in good standing with the Cooperative Association Act; further, that in accordance with the amended policy, the Regional Board authorize a multi-year grant in the amount of \$100,000 per year for three years beginning in 2025, for a total grant contribution of \$300,000 payable from Function 180 - Health Related Services, to be issued to North Peace Division of Family Practice for the provision of recruitment and retention services for health care professionals in the Northeast; further, that a financial commitment of \$100,000 be included as part of the 2025 annual budget amount in Function 180 – Health Related Services.

MOVED, SECONDED and CARRIED,

That the Regional Board request that Health Related Services Grant-In-Aid Policy be amended to require that all applicants present to the Regional Board and include their financials in the first or second meeting of January each year.

The Health Related Services Grant-In-Aid Policy No. 0340-64 currently limits eligibility to not-for-profit societies that are in good standing with the *Societies Act* of BC under Section 4.8(a). The proposed amendment would expand eligibility to include Not-For-profit Cooperatives registered under the

Cooperative Association Act. This ensures that cooperatives can access grant funding to improve health care services in the region. If the policy amendment is adopted, the Board's approval will finalize the funding commitment.

The Board's second resolution was to require that all applicants present to the Regional Board and include their financials in the first or second meeting of January each year. As Search and Rescue organizations have their own granting process, they will not be included in the annual invitation to the Board. Current recipients that will be invited to the next January Board meeting include STARS, BC Cancer Society's Kordyban Lodge, North Peace Division of Family Practice, South Peace Division of Family Practice, and Northern Lights College. As there is a maximum of three delegations per meeting, these presentations will be spread over both January Board meetings, with one delegation spot remaining in January each year for other delegations. Should additional applicants come forward in future years, an amendment to the Board Procedure Bylaw will be required to allow additional delegations to be scheduled should there be more than three per meeting.

Section 4.3 of the current policy allows for multi-year grant funding (up to three years) with strict reporting requirements, including:

- An annual report due December 31st, detailing the status of funded projects, financial expenditures, and any unspent funds.
- Submission of a revenue and expense statement by December 31st each year.
- Failure to meet reporting requirements may result in the cancellation of future funding commitments.

Currently, applicants must submit financial statements annually, but there is no formal requirement for direct Board engagement. To implement the proposed amendment, an additional section has been added to the draft policy to outline the reporting requirements for all grant recipients:

4.5 Reporting Requirements:

- a) All grant recipients must provide a presentation to the Regional Board and include their financials in the first and second meeting of January each year. The presentation must include:
 - i. Information on completion status of the funded project or activity that was identified in the grant application (where applicable);
 - ii. Information on how grant funds were spent, noting any unexpended funds, and a plan for utilization of any amount remaining;
 - iii. Participation numbers and event/project photograph(s), if applicable.
- b) All grant recipients must submit a revenue and expense statement for the organization each year by December 31st.
- c) Failure to meet the reporting requirements may result in cancellation of future year funding commitments or rejection/disqualification of future grant applications.

Recommendation #2:

The purpose of the recommendation is to improve equitable distribution of the Function 180 – Health Related Services funds. The Board may wish to consider implementing a maximum funding limit of \$75,000 per application. This maximum would apply for all applications going forward, including

organizations that are currently in a multi-year grant commitment with the PRRD, including STARS and Northern Lights College (Allied Health Care Strategy), once their current commitment is complete. These proposed changes aim to enhance the effectiveness and accessibility of the Health Related Services Grant-in-Aid program, ensuring that funding is allocated responsibly and supports the healthcare needs in the region.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Funding for the Health Related Services Grant in Aid is obtained through taxation in the benefitting area, as set by Health Related Services Grant in Aid Service Establishment Bylaw No. 2445, 2021. The requisition limit for this function is the greater of \$750,000 or tax rate of \$0.05/\$1,000 of land and improvements. The estimated tax rate maximum, based on the 2025 Completed Roll, is \$935,831.

COMMUNICATIONS CONSIDERATION(S):

If the recommendation is supported, a copy of the amended Health Related Services Grant-in-Aid policy will be sent to all current grant recipients as well as posted on our website.

OTHER CONSIDERATION(S):

An amendment to the Board Procedure Bylaw to waive the limit of three delegations per meeting may be needed in future to enable the grant applicants to present in January and February, and to provide the opportunity for other delegations during that time frame. A high number of delegations may result in very long meetings and may trigger a suggestion for scheduling an additional Special Meeting specific to Health Care grant recipients. January and February are already very meeting intensive.

Attachments:

1. DRAFT Health Related Services Grant-in-Aid Policy

External Links:

1. [2025 Health Related Services Grant-in-Aid](#) – See Item 8.4 on the Regional Board Meeting Agenda dated January 23, 2025.