HARM REDUCTION GRANT
2021 FOLLOW-UP REPORT

DUE DATE: This Follow-up Report must be submitted by March 31, 2023.

CONTACT: If you require assistance, contact us at communityinvestments@regina.ca.

SUBMIT: An electronic copy of the follow-up report and required attachments to communityinvestments@regina.ca OR mail or deliver to the following address:

City of Regina - Community Investments
Parks, Recreation & Cultural Services
6th Floor, City Hall, PO Box 1790, Regina SK   S4P 3C8

IMPACT: The City implements an outcomes-based program that is aligned with corporate priorities and built on the principles of accountability and transparency. The information and performance measurements provided in this follow-up report are shared with the public and reported to City Council to illustrate the impacts/benefits to the community.

1. **Organization's Legal Name:** _____

   Mailing Address: _____ Postal Code: _____

2. Contact Person: _____

   Mailing Address: _____ Postal Code: _____

   Telephone No: _____

   E-mail: _____

3. Name of Initiative: _____

4. Initiative Date(s): _____

5. Initiative Location(s): _____

6. Amount of Funding Approved $ _____

7. ☐ Attach a complete financial statement with the breakdown of actual revenues and expenditures specific to the initiative.

8. ☐ Attach a copy of the printed promotional material that recognizes the City's contribution to the initiative. (i.e. website pages, brochures, flyers, posters, etc).

Performance Indicators

Please provide specific detailed information on the following performance indicators related to the programs/services that your organization had received funding for through the Harm Reduction grant. These indicators measure your program and services against the City's Harm Reduction funding stream priorities.

9. Describe the impact the initiative had on your organization and/or the community. Reference indicators from the tables below, where necessary.

10. Please provide one or more personal impact statement(s) from participant(s), staff, and/or volunteer(s) from the previous year related to their experience with the initiative. Please link the impact statement to at least one Harm Reduction funding stream priority (see priorities below).

Note: Please provide only the indicators below that are relevant to your initiative. If an indicator is not applicable or was not measured, put N/A. If the measurement is zero, put '0'. Organizations are not expected to have measurements for every indicator.

General	
Total amount of funding received from other organizations (grants, sponsorships, and donations)	
Total # of volunteers	
Total # of volunteer hours	
Total attendance (# of people that participated in the initiative)	
Total # of programming hours delivered	

Priority: Safe and Accessible Spaces • Low barrier spaces that meet and support people where they are at; • Indigenous and culturally appropriate approaches for healing and wellness	
# of new spaces created to operate harm reduction programming	
# of spaces improved to reduce barriers to access	
# of new programs, activities or services to harm reduction implemented	
# of harm reduction programs, activities or services provided in the funded space	
# of client reports of improved safety and security	
Estimated # of people living with addiction who will benefit from improved access to facilities through this space or approach	

Priority: Overdose Prevention
- Overdose Prevention Sites (OPS)
- Safe Consumption Sites (SCS)

# of OPS supported	
# staff involved in operating an OPS	
# of SCS supported	
# of staff involved in operating an SCS	

Priority: Safe and Inclusive Communities
- Community approaches to needle pick-up and disposal
- Approaches that address stigma associated with addictions

# of needles picked up/disposed in Regina neighbourhoods	
# prevention-related training sessions provided	
# of individuals trained in prevention approaches	
# stigma-related training sessions provided	
# of individuals trained in anti-stigma approaches	

Priority: Strengthened Support and Connections
- Community outreach programming
- Peer-led programming by hiring people with lived experience
- Connection and referral to other required services (ie. mental health, addictions programs, detox)
- Support networks, support groups, and healing circle programming
- Access to professional care (ie. medical, social work, counselling/psychiatry)

# of outreach programs offered	
# of staff performing outreach services	
# of people supported through outreach programming	
# of peer-led programs, activities or services offered	
# of peer workers employed	
# of referrals made to: Health Care services, Social Services, Housing providers, Mental health services, and/or other social programming	
# of networks, groups or healing circles established	
Total # of individuals supported	
# of professional services offered (eg. medical, social work, counselling/psychiatry)	

Priority: Support efforts by organizations that deliver programs, services and space that align with the Truth & Reconciliation Calls to Action (TRC).

The efforts by organizations that are used to deliver programs, services and space can be referred to as directly or indirectly delivered initiatives that respond to the Truth & Reconciliation Calls to Action (TRC), as well as organizational services that are developed based on the Truth & Reconciliation Calls to Action (TRC).

Total # of programs directly or indirectly delivered that respond to the Truth & Reconciliation Calls to Action (TRC)	

11. **NON-CAPITAL Initiatives**

    This section is to be completed by recipients who received funding for non-capital initiatives (programs, projects, events and/or organizational development).

    Please list the **total expenditures** that were used for the initiative. Receipts for these expenses are not required at this time; however, please retain those receipts as the City may request copies in some instances after the Follow-Up Report has been reviewed.

	Detailed Description of Grant Expenditures	Amount
1	Community Development Worker(s) Salary/Wages	$
2	Materials and Supplies	$
3	Marketing/ Promotion	$
4	Venue/Location/Mortgage/Lease	$
5	Insurance	$
6	Other: Please Explain	$
7		$
8		$
9		$
10		$
	TOTAL **EXPENDITURES** FROM GRANT FUNDING	$

Appendix A – Capital Initiatives Report

This section is to be completed by recipients who received funding for capital initiatives.

Please report on all actual revenues and expenses for the capital initiative. **Copies of receipts for all expenses are required.**	In-kind/ non-cash *(A)*	Cash (B)	Total Budget (A + B)
REVENUES:			
Cash contribution from your organization		$	$
Cash contribution from other organizations:			
1.		$	$
2.		$	$
Donations (materials, supplies, services). Attached letters to confirm the value of each donation.			
1.	$		
2.	$		
Volunteer Labour (# hours x per hour minimum wage). Attach a detailed list of the tasks, # of volunteers, and # of hours to complete each task performed by volunteers.	$		
Other revenue (specify):			
1.		$	$
2.		$	$
SUBTOTAL of all eligible contributions	$	$	$
City of Regina grant funding – cannot exceed SUBTOTAL (line above).		$	$
TOTAL REVENUE	$	$	$
EXPENDITURES:			
Professional Fees:			
1.	$	$	$
2.	$	$	$
Materials, supplies, equipment, installation:			
1.	$	$	$
2.	$	$	$
3.	$	$	$
4.	$	$	$
5.	$	$	$
Other (specify):			
1.	$	$	$
2.	$	$	$
TOTAL EXPENDITURES	$	$	$
NET PROFIT (LOSS)			$

*In-kind revenues must equal in-kind expenses.

☐ **Attach a copy of receipts for all expenses, listed above.**

The initiative is not considered complete until a final inspection has occurred.

Date of final inspection: _____

☐ **Attach a copy of the inspection report and required permits.**

Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance *with The Local Authority Freedom of Information and Protection of Privacy Act.* The information collected in this follow-up report will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This follow-up report may be distributed to the adjudicators of the Community Investment Grants Program.

Representations

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent.

Board Member Name (print)	Signature	Position	Date

Board Member or Executive Director Name (print)	Signature	Position	Date

For office use only:
City of Regina – Stream Owner

Comments:

Report Approved. Release final payment: Yes ☐   No ☐

Stream Owner Signature:

Return Follow-Up Report to the Coordinator, Community Investments

Glossary of Common Terms

Accessibility: The degree to which an activity, service or environment is available to as many people as possible, regardless of attributes including physical abilities or socio-economic background. It also includes the ease with which someone or a group of people can access and benefit from an activity, service or space. Improving accessibility involves removing barriers to inclusion (See "Barriers to Inclusion" in this Glossary for more details).

Affordable: A measure of whether residents have access to sufficient resources to participate fully in society, and whether programs, services and activities are priced to allow residents from all income levels the opportunity to participate.

Barriers to Inclusion: Could include physical, social, financial, communication or other factors that can prevent someone or a group of people from being able to access an activity or space. Physical barriers include structural obstacles in the built environment. Social barriers include discrimination and systemic power imbalances that lead to an inaccessible, unsafe or unwelcoming environment for some people based on an aspect of their identity. Financial barriers include anything that prevents someone from accessing an activity or space based on money; in addition to program fees, this can include cost of transportation, childcare, lost income, or other indirect costs. Communication barriers include using language or communication methods that exclude some people. We encourage applicants to assess the specific barriers to inclusion for your particular initiative and community.

Capital projects: Projects that encompass capital development projects, including new construction, renovation, and/or expansion of a facility. Also includes capital equipment required for a program (bleachers, portable stage, etc.).

Child: ages 2-12

Core/Primary: This term can be defined as functions of an organization that are critical and most closely related to achieving the organizations mandate.

Culture: The whole complex of distinctive spiritual, material, intellectual and emotional features that characterize a society or social group. It includes creative expression (e.g. oral history, language, literature, performing arts, fine arts and crafts), community practices (e.g. traditional healing methods, traditional natural resource management, celebrations and patterns of social interaction that contribute to group and individual welfare and identity), and material or built forms such as sites, buildings, historic city centres, landscapes, art, and objects.

Culture Programming: The collection of projects/programs, delivered through events, festivals and other modes of exhibition and distribution.

Cultural Resources: Any cultural activity or asset that contributes to culture, which includes cultural occupations (e.g. artist, graphic designers, cultural managers), cultural enterprises (e.g. museums, libraries, galleries), festivals and events (e.g. fairs, street festivals, music festivals), natural heritage (e.g. community gardens, significant parks), intangible cultural heritage (e.g. customs, traditions, ceremonies), cultural heritage (e.g. public art, plaques and monuments, built heritage properties), cultural spaces and facilities (e.g. cinemas, religious institutions, urban spaces) and community cultural organizations (e.g. arts groups, heritage groups). The full list of cultural resources is found in the City of Regina Cultural Plan (www.designregina.ca/cultural-plan/).

Cultural Workers: Cultural workers are people involved in the creation, production and dissemination of culture goods and services.

Cultural Support Workers: Cultural Support Workers provide support in the form of technical support, manufacturing, research and analysis, as well as management for culture goods, production and services.

Ethnic/Ethnic Group: An ethnicity, or ethnic group, is a socially-defined category of people who identify with each other based on common ancestral, social, cultural, or national experience. Membership of an ethnic group tends to be defined by a shared cultural heritage, ancestry, origins,

history, homeland, language (dialect), or even ideology, and manifests itself through symbolic systems such as religion, mythology and ritual, cuisine, dressing style, physical appearance, etc.

Event: An event is a gathering of people designed to celebrate, honour, discuss, educate, observe, encourage, or influence human endeavors. An event is something that happens: an occurrence, an activity accentuating and celebrating community spirit, especially one that is of some importance.

Financial Need: The degree to which City funding is integral to proposed activity.

Inclusive: The degree to which all people have access to quality community necessities and amenities, where all people, regardless of any difference, have the same opportunities to take part in all aspects of community life, and where all people have a sense of belonging and respect in the community.

Leverage: The use of a small investment from one source to contribute to greater gains in another source (e.g. funding, volunteers transferred between programs and funded groups).

Newcomer: An immigrant or refugee who has been in the country for a short time, usually 3-5 years.

Partnership: A strategic alliance made between two or more parties (organizations, community members, businesses, etc.) in which resources, material, and/or labour, are shared to realize mutual goals. Partners may include peer organizations that have access to different markets or may be interested in merging programs to increase or widen audience reach and to share expenses. Agreements between organizations and sponsors are not considered partnerships (but part of a wider fund development practice).

Projects/Programs: The specific, time-bound activities and services delivered to residents and organizations in Regina.

Programming: The collection of projects/programs, delivered through events, festivals and other modes of exhibition and distribution.

Public Space: Public Space refers to the components of built or natural environments where the public access for individual or collective activities is a priority.

Social Development: Social development is the practice of supporting individuals, families, neighborhoods and communities in disadvantaged positions to receive a share of the community's assets, resources and opportunities in order to improve quality of life.

Senior: ages 65+

Traditional Approach/Practice: The handing down of statements, beliefs, legends, customs, information, etc., from generation to generation, especially by word of mouth or by practice/custom.

Target Audience: A particular group of people, identified as the intended recipient of a program or service

Young Adult: ages 19-24

Youth: ages 13-18