
Performance Audit of the
Grants Process for the
Healthy Community Initiative

January 2, 2019
FINAL REPORT



SUMMARY

Objectives

The objective of this performance audit was to determine if the grant requests for the Healthy Community Initiative are administered in accordance with the funding criteria and application process approved by Council.

Scope

The scope of the audit included activities from January 1, 2018 to June 30, 2018.

Background

Staff within the Community Initiative and Performance Support Section of the Community Development Department process grant requests for the Healthy Community Initiative (HCI). Grant requests which exceed \$1,000 and capital requests which exceed \$10,000 must be approved by Council. Requests for smaller amounts may be approved by the General Manager, Community Development.

Report Highlights

During the 6-month period ended June 30, 2018, grant requests for \$62,480 and capital requests for \$324,550 were approved in accordance with the funding criteria and application process approved by Council for the Healthy Community Initiative. No exceptions were identified during this audit.

Audit Standards

We conducted our audit in accordance with Generally Accepted Government Auditing Standards (GAGAS). Those standards require that we adequately plan for the audit; properly supervise audit staff; obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions; and prepare audit documentation related to the planning, conducting, and reporting for each audit.

We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit. For further information regarding this report, please contact Ron Foster at extension 4402 or via email at ron.foster@greatersudbury.ca

OBSERVATIONS

Processing of Grant Requests

During the first six months of 2018, staff processed grant requests for \$62,480 and capital requests for \$324,550 in accordance with the funding criteria, application process and By-law 2016-18 approved by Council for the Healthy Community Initiative. No exceptions were noted during our audit.

Recommendation

None

Update of Grant Application and Approval Process

On June 19, 2108, staff presented a report to the Finance and Administration Committee proposing a number of revisions to the Healthy Community Initiative (HCI) Fund Policy. These revisions included the following steps to improve the administration process for the HCI funds:

1. Restricting capital funds requests to the Ward where the capital asset will be located;
2. Disclosure of other applications for funding and the receipt or anticipated receipt of other funding;
3. Establishment of a reserve fund for capital projects;
4. Incorporation of the HCI fund applications for capital and grant allocations into a single document; and
5. Repeal of By-law 2016-18 and preparation of a new By-law to approve the new HCI Fund Policy.

Council approved the resolution within the above-noted report and passed By-law 2018-129 to authorize the above revisions to the HCI Fund Policy. Staff implemented the above revisions in July 2018.

Recommendation

None