



Cobourg Police Service COMMUNITY SAFETY INNOVATION FUND (CSIF) GUIDELINES

OVERVIEW

The Cobourg Police Service (CPS) believes in working collaboratively with partners to support innovative, evidence-based solutions and problem-solving techniques/programs that proactively address community safety challenges within the Town of Cobourg. To support this effort, CPS is launching a pilot program: the Community Safety Innovation Fund (CSIF). CPS will dedicate up to \$50,000 in funding projects/initiatives and for associated incremental activities that support the purpose and vision of the fund. The overall goal of the CSIF is to support collaborative projects that deliver efficient, effective, and sustainable community safety solutions aligned with CPS strategic objectives and benefit residents and businesses of the Town of Cobourg. Proposals with a clear connection to CPS strategic priorities will be prioritized, including innovative approaches or technical innovations to progress outcomes in public safety, crime prevention, mental health, or addiction.

- Application intake opening – December 16, 2022 3:00 p.m. EST.
- Application intake close – February 24, 2023 3:00 p.m. EST.
- Notice of Decision – April 7, 2023
- Contribution Agreement Offers – June 2023

WHO IS ELIGIBLE:

Legally constituted community-based non-profit organizations, charities or social enterprises that provide services to the citizenry and businesses of the Town of Cobourg. In the event there are multiple local qualifying organizations partnering, only one would identify as the project lead and others as co-applicant partners.

Research bodies, post-secondary educational institutions or other non-local organizations can participate as a co-applicant partner only.

FUNDING SUPPORT:

Eligible organizations could receive non-repayable performance-based funding for incremental project activities that invest in effective and sustainable innovative community safety solutions, with 75% reimbursement of eligible and approved costs up to \$50,000.

Project funding may vary depending on the vision and scope of the activity will not normally be less than \$20,000 or greater than \$50,000.

Successful recipients, upon request, may be eligible for an advance of up to 10% of the award.

Supported projects must be completed in full by June 30, 2023. Additional terms and conditions may apply and will be reflected in the CSIF Contribution Agreement.

Funding provided by CSIF must not be transferred by the lead application to organizations outside of Cobourg without the written approval of CPS.



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WHAT IS ELIGIBLE:

Eligible activities should support community safety with an aim to:

- align with the [Cobourg Police Service 2022-2025 Strategic Plan](#)
- increase the efficiency and effectiveness of community policing
- strengthen community and police partnerships
- advance the work of community organizations in supporting constructive intervention and prevention strategies for at-risk populations
- utilize evidence-based and scalable models and best practices
- integrate emerging technologies and/or innovative approaches

Innovative projects may include but are not limited to:

- demonstration projects to test and evaluate new approaches to preventing crime that consider how benefits may be sustained beyond the funding period
- the development of practical tools and resources to improve the understanding and/or management of crime and community safety related issues
- initiatives that work with and engage diverse communities or groups (such as cultural groups, women, young people or members of the LGBTQ2IA+ community) to identify, test and document practical strategies that build resilience and improve safety and community well-being.
- initiatives that establish or strengthen partnerships across community, business, government services and other sectors to address the causes of crime and/or build community cohesion, strength, confidence and outlook.

ELIGIBLE COSTS:

Eligible and supported costs will start on the date on which an electronic copy of a fully executed Agreement is received by CPS and will end as stated in a CSIF Contribution Agreement. All project costs incurred and activity must be fully completed by June 30, 2023.

Incremental costs directly related to the project may include:

- Minor capital costs (technology, equipment, etc.)
- Non-capital
- Third party expertise

Ineligible and/or unsupported costs include:

- Any costs deemed not reasonable, not incremental, and/or not directly related to the eligible project activities.
- Cost incurred prior to the eligibility date or after the project end date as defined in the Project Contribution Agreement.
- Major capital costs (such as land, building or vehicle acquisition, major equipment costs, cost of amortization, etc.).



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PROJECT EVALUATION:

Eligible projects will be confidentially evaluated by a panel consisting of, but not limited to, police leadership, CPS Board representation, V13 Policetech Accelerator members, and representatives of the community.

Evaluation criteria will be equally weighted on 4 key elements:

- **Rationale and Potential Impact.** Clear rationale indicating and substantiating how the proposed project will impact community safety in the immediate to near-term with a view to sustainability and social return on investment.
- **Plan.** The proposed activities are well planned, realistic, and can achieve the goals.
- **Experience.** The lead organization, key personnel and partners are experienced, ready, and able to collaboratively carry out the work including analysis and project reporting and accounting.
- **Budget.** The budget is appropriate for the project and the proponent has the ability to carry out the project including contributing cash (and any other resources). The proponent will commit to reporting, accounting, transparency and to measuring project impacts and other key performance indicators.

REPORTING REQUIREMENTS

Eligible organizations must acknowledge they are prepared to and have mechanisms in place to submit data, schedules, plans and reports in sufficient detail for the CPS to assess project progress and evaluate the outcomes and effectiveness of the CSIF pilot.

CSIF recipient organizations will be required to provide the CPS with progress/activity reports and financial claims with supporting documentation on a monthly basis, quarterly or as required and outlined in the CSIF Contribution Agreement. Incomplete applications will not be considered.

HOW TO APPLY

1. Download the [CSIF PDF Application Forms](#) by visiting cobourgpolicesservice.com/csif
2. A complete CSIF application includes:
 - CSIF Application Form
 - Co-Applicant Form A – for each eligible co-applicant partner
 - Budget Form B
 - Proof of legal name (Business/Non-Profit registration, or if incorporated, a copy of Articles of Incorporation)
 - Financial Statements (at minimum, a YTD Profit & Loss Statement and Consolidated Balance Sheet)
3. Submit your complete application by email to:

csif@cobourgpolicesservice.com

4. Submission deadline - February 24, 2023 3:00 p.m. EST.
Incomplete Applications will not be considered.
5. Notice of Decision to qualified applicants - April 7, 2023