



## TIMMINS POLICE SERVICES BOARD Regular Meeting Agenda

*Thursday, March 7, 2024 at 11:00 AM  
Timmins Police Services Community Boardroom*

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<b>Members:</b>	Kraymr Grenke, Chair Kristin Murray, Vice-Chair Steve Black, Member Jamie Clarke, Member Cheryl St-Amour, Member Dave Landers, Board Secretary
<b>Police Services Advisor:</b>	Tom Gervais, Police Services Advisor
<b>Timmins Police Service:</b>	Denis Lavoie, Interim Chief of Police Darren Dinel, Acting Deputy Chief of Police

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1. **CALL TO ORDER**
2. **LAND ACKNOWLEDGEMENT**
3. **APPROVAL OF AGENDA**
  - a) **Approval of Agenda (R)**

BE IT RESOLVED THAT the agenda for the March 7, 2024 meeting of the Timmins Police Services Board be approved.
4. **DECLARATION OF PECUNIARY INTEREST**
5. **APPROVAL OF PREVIOUS MINUTES**
  - a) **Approval of Previous Minutes (R)**

BE IT RESOLVED THAT the minutes of the February 8, 2024 meeting be approved.
6. **BUSINESS ARISING FROM THE MINUTES**
7. **NEW BUSINESS**

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- a) **Update on Activities - I/Chief Lavoie**
- b) **Indigenous Advisory Committee Update - I/Chief Lavoie**

- c) **Statistical Report - I/Chief Lavoie**
- d) **Personnel Reports - Administration - Dave Landers (R)**

Whereas the Timmins Police Services Board has received personnel reports from Administration, Therefore, BE IT RESOLVED THAT the Timmins Police Services Board does hereby affirm and ratify the following:

- hiring Ian Mongeon for a full-time position as Communications Operator commencing employment April 2, 2024;
- hiring Jaeden Aitken for a full-time position as Communication Operator commencing employment March 20, 2024;
- hiring Gabriella Schaffner for a full-time position as Communication Operator commencing employment March 20, 2024;
- hiring Kaitlyn St. Jacques as a Cadet-in-Training to commence her employment effective March 4, 2024;
- hiring Ada St-Jean as a Cadet-in-Training to commence her employment effective March 4, 2024;
- the resignation of Constable Michael Parisi effective February 21, 2024; and
- the resignation of Special Constable Justine Grabek effective February 23, 2024.

- e) **Resignation - Corporate Communications Coordinator - I/Chief Lavoie (R)**

BE IT RESOLVED THAT the board accepts the resignation of Marc Depatie as of March 1, 2024.

- f) **2024 Timmins Police Services Board Budget - Chair Grenke (R)**

BE IT RESOLVED THAT the Timmins Police services Board approve a budget of \$x and %x.

- g) **Correspondence - Dave Landers**

**8. OTHER MATTERS**

**9. NEXT MEETING**

April 11, 2024

**10. ADJOURNMENT**



**TIMMINS POLICE SERVICES BOARD  
Regular Meeting Minutes**

**Thursday, February 8, 2024 at 11:00 AM  
Timmins Police Services Community Boardroom**

**Present:** Steve Black  
Jamie Clarke  
Kraymr Grenke  
Dave Landers  
Cheryl St-Amour

**Absent:** Kristin Murray

**Police Services Advisor:**

**Timmins Police Service:** Darren Dinel, Acting Deputy Chief of Police

**Guest:**

1. **CALL TO ORDER**  
The meeting was called to order at 11:04 am.

2. **LAND ACKNOWLEDGEMENT**

3. **APPROVAL OF AGENDA**  
a) **Approval of Agenda (R)**

**2024-8  
Moved by Steve Black  
Seconded by Cheryl St-Amour**

BE IT RESOLVED THAT the agenda for the February 8, 2024 meeting of the Timmins Police Services Board be approved.

**CARRIED**

4. **DECLARATION OF PECUNIARY INTEREST**

None

**5. APPROVAL OF PREVIOUS MINUTES**

**a) Approval of Previous Minutes (R)**

**2024-9**

**Moved by Cheryl St-Amour**

**Seconded by Steve Black**

BE IT RESOLVED THAT the minutes of the January 16, 2024 meeting be approved.

**CARRIED**

The Chair acknowledged the passing of Mayor Victor M. Power, a long serving member of the Timmins Police Services Board.

**6. BUSINESS ARISING FROM THE MINUTES**

None

**7. NEW BUSINESS**

**a) Update on Activities - (I/Chief Lavoie) A/Deputy Chief Dinel**

- Presented retirement badges to police retirees Sgt. Tom Chypyha and Sgt. Marty Delich
- SFST course locally 15 participants– TPS (6), OPP (5), (4) NAPS, 5 OPC instructors, 8 Police Foundation students.
- Attended the flag raising event at city hall re: Bell Canada Let's Talk initiative
- Stats Canada – Missing Person Survey – Race Based Data Annual Reporting Commencing
- Two seats for March OPC. One is hired at this point and two will be completed in process prior to March intake.

**b) Indigenous Advisory Committee Update - (I/Chief Lavoie) A/Deputy Chief Dinel**

Deferred to the next meeting.

**c) Statistical Report - (I/Chief Lavoie) A/Deputy Chief Dinel**

A/Deputy Chief Dinel reviewed the report with the board and noted decreases in major categories of violent crime, property crime, drug offences and social disorder.

**d) Correspondence - Dave Landers**

Correspondence was received by the board.

**8. OTHER MATTERS**

**a) Chief Recruitment**

Recruitment is ongoing with applications now closed.

**b) Inspector General Visit**

The Inspector General will attend the March meeting to discuss the changing Act and Timmins Police Services Board responsibilities.

**9. NEXT MEETING**

March 7, 2024

**10. ADJOURNMENT**

**2024-10**

**Moved by Jamie Clarke**

**Seconded by Steve Black**

BE IT RESOLVED THAT the meeting be adjourned at 11:14 am.

**CARRIED**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY

## ***Timmins Police Services Board***



TELEPHONE (705) 360-2601- FAX (705) 360-2674  
220 ALGONQUIN BLVD. EAST  
TIMMINS, ONTARIO  
P4N1B3

**TO:** Timmins Police Services Board  
**FROM:** Interim Chief Denis Lavoie  
**CC:**  
**DATE:** March 4, 2024  
**RE:** Chief's Activities

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- Attended N.O.S.M reception at the Timmins Museum.
- Assigned Cst. Colyn Watson to the Cycling Committee resulting from a request for a TPS officer to replace Sgt. Chypyha on the Committee.
- Phone conversation with the Solicitor General Michael Kerzner re: sears at O.P.C.
- Two Timmins Police Service Officers assisted with winter road patrols with NAPS and OPP from February 26<sup>th</sup> to 28<sup>th</sup>.
- Human Trafficking awareness presentation held by TPS in partnership with Victim Services at Timmins Native Friendship Center for service providers (approximately 45 guests)
- Sexual Assault Reviews were completed for the 2023 unsolved sexual assault investigations.

Attended;

- A monthly meeting with the Mayor and Board Chair
- An administration meeting
- A department head meeting
- A meeting with the Board Chair, 911 Communications Manager re: NG-911
- The Indigenous Advisory Committee (IAC) meeting



## TIMMINS POLICE SERVICE - STATISTICAL REPORT

### CITIZEN GENERATED\* CALLS FOR SERVICE

Categories	December 2022				December 2023				2022/2023 Percent Change (%)
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	
<b>Not UCR Classified</b>	<b>0.4%</b>				<b>0.7%</b>				
<b>Violent Crime</b>	<b>62</b>	<b>43.5</b>	<b>51.6</b>	<b>96.8</b>	<b>76</b>	<b>42.1</b>	<b>51.3</b>	<b>93.4</b>	<b>22.6</b>
Assault	34	55.9	44.1	97.1	40	57.5	40.0	100.0	17.6
Attempt murder	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Homicide	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Robbery	2	0.0	50.0	100.0	2	0.0	100.0	100.0	0.0
Sexual Assault	11	36.4	54.5	100.0	6	16.7	33.3	100.0	-45.5
Threats	11	27.3	72.7	90.9	20	20.0	75.0	85.0	81.8
Weapons	4	25.0	50.0	100.0	8	50.0	50.0	75.0	100.0
<b>Property Crime</b>	<b>151</b>	<b>21.9</b>	<b>68.2</b>	<b>100.0</b>	<b>161</b>	<b>14.3</b>	<b>75.2</b>	<b>90.1</b>	<b>6.6</b>
Arson	2	0.0	100.0	100.0	1	100.0	0.0	100.0	-50.0
Break & Enter	39	12.8	79.5	100.0	23	4.3	73.9	91.3	-41.0
Fraud	15	6.7	80.0	100.0	20	5.0	75.0	95.0	33.3
Mischief	20	25.0	65.0	100.0	19	10.5	89.5	94.7	-5.0
Possess stolen property	1	0.0	100.0	100.0	1	100.0	0.0	100.0	0.0
Property damage	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Shoplift	29	44.8	51.7	100.0	28	21.4	75.0	96.4	-3.4
Stolen vehicle	0	0.0	0.0	0.0	1	0.0	100.0	100.0	100.0
Theft	36	25.0	61.1	100.0	62	17.7	71.0	82.3	72.2
Theft from vehicle	9	0.0	77.8	100.0	6	0.0	100.0	100.0	-33.3
<b>Drug Offences</b>	<b>6</b>	<b>16.7</b>	<b>83.3</b>	<b>100.0</b>	<b>9</b>	<b>55.6</b>	<b>44.4</b>	<b>100.0</b>	<b>50.0</b>
<b>Social Disorder</b>	<b>675</b>	<b>3.3</b>	<b>96.6</b>	<b>17.5</b>	<b>692</b>	<b>4.3</b>	<b>95.4</b>	<b>19.1</b>	<b>2.5</b>
Ambulance assistance	26	0.0	100.0	19.2	27	0.0	100.0	7.4	3.8
Attempt/threat suicide	13	0.0	100.0	84.6	17	0.0	100.0	94.1	30.8
Disturb the peace	6	33.3	66.7	50.0	19	5.3	94.7	15.8	216.7
Domestic dispute	57	8.8	91.2	89.5	58	20.7	77.6	96.6	1.8
Family dispute	22	0.0	100.0	59.1	20	0.0	100.0	60.0	-9.1
Harassment	3	33.3	66.7	66.7	11	9.1	90.9	81.8	266.7
Liquor license act	13	84.6	15.4	23.1	8	87.5	12.5	12.5	-38.5
Mental health act	35	0.0	97.1	48.6	26	0.0	100.0	46.2	-25.7
Missing person	1	0.0	100.0	100.0	8	0.0	87.5	100.0	700.0
Neighbour dispute	17	0.0	100.0	23.5	3	0.0	100.0	33.3	-82.4
Noise complaint	54	1.9	98.1	0.0	55	1.8	98.2	0.0	1.9
Prevent breach/peace	2	0.0	100.0	50.0	2	0.0	100.0	0.0	0.0
Suspicious incident	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Suspicious person	110	0.0	100.0	2.7	110	1.8	98.2	1.8	0.0
Suspicious vehicle	45	0.0	100.0	2.2	34	0.0	100.0	2.9	-24.4
Trouble with youth	2	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Unwanted person	269	0.7	99.3	1.1	294	2.0	98.0	3.1	9.3
<b>Traffic</b>	<b>154</b>	<b>10.4</b>	<b>89.6</b>	<b>62.3</b>	<b>125</b>	<b>16.0</b>	<b>83.2</b>	<b>60.0</b>	<b>-18.8</b>
Motor Vehicle Collision	100	16.0	84.0	94.0	80	25.0	73.8	93.8	-20.0
Traffic Complaint	54	0.0	100.0	3.7	45	0.0	100.0	0.0	-16.7
<b>Police Assistance</b>	<b>314</b>	<b>1.0</b>	<b>99.7</b>	<b>15.6</b>	<b>266</b>	<b>0.0</b>	<b>99.2</b>	<b>9.0</b>	<b>-15.3</b>
<b>Police Information</b>	<b>84</b>	<b>1.2</b>	<b>96.4</b>	<b>13.1</b>	<b>111</b>	<b>0.0</b>	<b>99.1</b>	<b>4.5</b>	<b>32.1</b>
<b>Other</b>	<b>353</b>	<b>26.3</b>	<b>72.8</b>	<b>38.5</b>	<b>312</b>	<b>32.4</b>	<b>67.0</b>	<b>41.0</b>	<b>-11.6</b>
<b>Total</b>	<b>1,799</b>	<b>10.8</b>	<b>87.9</b>	<b>34.9</b>	<b>1,752</b>	<b>12.0</b>	<b>86.2</b>	<b>33.6</b>	<b>-2.6</b>

DATA SOURCE: NICHE RMS



## ***Timmins Police Services Board***



TELEPHONE (705) 360-2601- FAX (705) 360-2674  
220 ALGONQUIN BLVD. EAST  
TIMMINS, ONTARIO  
P4N1B3

**TO:** Timmins Police Services Board  
**FROM:** Interim Chief Denis Lavoie  
**CC:**  
**DATE:** February 29, 2024  
**RE:** Resignation – Marc Depatie, Corporate Communications Coordinator

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Marc Depatie assumed the duties of the Corporate Communications Coordinator with the Timmins Police Service on May 5<sup>th</sup>, 2017. Marc came to the Timmins Police Service after retiring from the Ontario Provincial Police and has been a very familiar face on our local news for the last six plus years. The Timmins Police Service appreciates Marc's dedication to his duties and persistent efforts to promote the Timmins Police Service at every opportunity.

On behalf of the Timmins Police Service I extend our best wishes and appreciation to Marc for his contributions over the years, not only the Timmins Police Service but to the community as well.

A handwritten signature in cursive script that reads 'Denis Lavoie'.

Interim Chief Denis Lavoie

23 February, 2024

Chief Denis Lavoie  
Timmins Police Service

LETTER OF RESIGNATION: Marc Depatie, Corporate Communications Coordinator

Chief Lavoie,

After serious consideration, I wish to tender my resignation from the Timmins Police Service as Corporate Communications Coordinator, effective March 1<sup>st</sup>, 2024.

I have made the necessary consultations with the city's Human Resources Department in regards to my departure. I am following their guidance.

Since my start here at Timmins Police Service, and throughout my tenure as Corporate Communications Coordinator, I have been treated unfailingly with nothing less than respect from the officers and civilians who work here.

I have tried my level best to represent, promote, and serve the Timmins Police Service to the best of my abilities.

I believe the responsibilities that come with this position are important and hope that I met the expectations of my supervisors and colleagues.

I have spent my entire adult life in policing in some capacity and genuinely want the best for my home town police service in these turbulent times.

In closing, please know that I would gladly make myself available to assist with the smooth transition for the person selected to assume what will become my former post.

Sincerely,



Marc Depatie #00388

Corporate Communications Coordinator  
Timmins Police Service

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

Telephone: (416) 314-3377  
Facsimile: (416) 314-4037

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

Téléphone: (416) 314-3377  
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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **2024-25 to 2025-2026 Safer and Vital Communities Grant  
Call for Applications**

<b>DATE OF ISSUE:</b>	<b>January 26, 2024</b>
<b>CLASSIFICATION:</b>	<b>For Action</b>
<b>RETENTION:</b>	<b>February 26, 2024</b>
<b>INDEX NO.:</b>	<b>24-006</b>
<b>PRIORITY:</b>	<b>Normal</b>

I am pleased to advise you that the Ministry of the Solicitor General will be launching a new grant cycle of the Safer and Vital Communities (SVC) Grant. Applications will soon be accepted from incorporated community-based, not-for-profit organizations as well as Indigenous community-based, not-for-profit organizations and First Nation Band Councils for the 2024-25 – 2025-26 cycle of the SVC Grant.

The theme for the 2024-2026 SVC Grant is “**Preventing Hate Motivated Crime through Community Collaboration**”. This theme supports an integrated community-based approach to addressing issues related to hate motivated crime. It also addresses the increase of police-reported hate crime in Ontario. The ministry is requesting proposals that focus on bringing together different sectors to combat hate motivated crimes in Ontario. Priority will be given to projects that focus on cultural, ethnic, or faith-based hate and communities that have experienced increased rates of cultural, ethnic and faith-based hate crimes or hate motivated incidents. Preference will be given to applicants from large urban areas with populations greater than 100,000.

Although police services are not eligible for this grant, your engagement is still integral, and applicants are required to provide a letter of support from their local police service as part of their application. The ministry encourages police services to distribute the application package to local community organizations. In addition to demonstrating police involvement in their projects, applicants are encouraged to partner with at least one other organization in a sector different from their own.

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The ministry will be accepting applications under the SVC Grant through a competitive application process for the 2024-25 to 2025-26 grant cycle beginning today, **January 26, 2024** through Transfer Payment Ontario (TPON).

**Enclosed is an application package for the 2024-2026 SVC Grant.** All applications must be submitted through Transfer Payment Ontario (TPON). In addition, an electronic version of your completed application form and required documentation, including a signed copy of all documentation, must be submitted to the ministry in their original format (NOT a scanned version) by email. Please submit them to [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca) and [Rosanna.Tamburro@ontario.ca](mailto:Rosanna.Tamburro@ontario.ca) **no later than 4:00pm EST on February 26, 2024.**

Submissions that are late, incomplete or not accompanied by the required documents requested by the ministry will not be considered for funding. No exceptions will be permitted.

Grant funding is subject to the ministry receiving the necessary appropriation from the Ontario Legislature.

Please direct any questions regarding the SVC Grant to Natalie Brull, Community Safety Analyst, Program Development Section, by email at [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca) and Rosanna Tamburro, Community Safety Analyst, Program Development Section, by email at [Rosanna.Tamburro@ontario.ca](mailto:Rosanna.Tamburro@ontario.ca).

Sincerely,

*K. Weatherill*

Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachments

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General



Ministry of the Solicitor General

**2024-25 – 2025-26**

**Safer and Vital Communities Grant**

**Application Instructions and Guidelines**

**Community-Based Organizations**

## INTRODUCTION

The Ministry of the Solicitor General (Ministry) is pleased to present the 2024-2026 Safer and Vital Communities (SVC) Grant. This document outlines the grant process and contains important information on the eligibility criteria and required documentation for your application.

This call for applications includes dedicated application forms and guidelines for:

- (1) Community-based, non-profit organizations.
- (2) Urban and rural Indigenous community-based, non-profit organizations and First Nation Band Councils (a unique application form targeted to projects which focus on supporting Indigenous communities).

The call for applications includes the application form(s), application guidelines, and budget sheets for your proposed project.

**Please ensure that you are using the correct application form and set of guidelines for your stream.**

**NOTE:** These application guidelines are intended for community-based, not-for-profit incorporated organizations only. If you are an urban or rural Indigenous organization or First Nation Band Council, please refer to the “Urban and Rural Indigenous Organizations and First Nation Communities Application Guidelines”.

## THEME

The theme for the 2024-2026 SVC Grant is “**Preventing Hate Motivated Crime through Community Collaboration**”. This theme supports an integrated community-based approach to targeting issues related to hate motivated crime. It also addresses the increase of police-reported hate crime in Ontario.

*Note: A hate crime is a criminal violation motivated by hate, based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation or any other similar factor.<sup>1</sup>*

The theme aligns with Ontario’s modernized approach to community safety and well-being which involves addressing local crime and complex social issues on a more sustainable basis. This can be achieved by shifting to more proactive and collaborative efforts that focus on social development, prevention, and risk intervention.

Through this call for applications, the Ministry is requesting proposals that focus on bringing together different sectors to combat hate motivated crimes in Ontario.

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<sup>1</sup> CCJS Hate Crime Consultation Report, 2014

## ELIGIBILITY CRITERIA

### Eligible Applicants:

- ✓ Community-based, not-for-profit incorporated organizations
- ✓ Community-based, not-for-profit organizations sponsored by an incorporated organization
- ✓ Urban and rural Indigenous community-based, non-profit incorporated organizations
- ✓ Urban and rural Indigenous community-based, non-profit organizations sponsored by an incorporated organization
- ✓ First Nation Band Councils

### Application Preferences:

- ✓ **To provide the highest possible impact and to respond to current crime trends, preference will be given to projects that focus on cultural, ethnic, or faith-based hate from communities that have experienced a demonstrable increase in cultural, ethnic, or faith-based hate crimes (i.e., large urban areas with populations greater than 100,000).**
- ✓ Preference will also be given to applicants who can demonstrate linkages to their communities' completed Community Safety Well-Being (CSWB) plan.

### Ineligible Applicants\*:

- ✓ Police services and their boards
- ✓ Municipalities
- ✓ Federal/Provincial/Municipal agencies
- ✓ Universities, colleges, schools, hospitals, and their governing boards and agencies.

*\*Ineligible applicants cannot apply for funding, but they can be project partners.*

Only **ONE** application may be submitted per applicant.

Any community-based, not-for-profit organization that is not incorporated must be sponsored by an incorporated organization that is an eligible applicant itself and must include a letter of confirmation from their sponsor along with their application. The letter must detail the sponsoring organization's commitment to enter into a contractual agreement with the Ministry on behalf of the applicant. The sponsoring organization will also be required to submit proof of incorporation.

Past recipients who have failed to provide the required reports or complete the reports to the satisfaction of the Ministry (e.g., not providing the requested information) will not be considered for funding.

### Partnerships:

Applicants must demonstrate police involvement in their projects. Applicants are also encouraged to demonstrate partnerships with multi-sectoral organizations in an effort to support long-term sustainability and program success. Preference may be given to applications that include strong multi-sectoral partnerships.

Applicants are required to provide letters of support that confirm their partners' involvement, role, and capacity to address hate motivated crime in their community – this includes when partnering with police services. These letters should detail the nature of the partnerships and what role the partners will play in the development and/or delivery of your project.

### **Project Timeline:**

Funding is provided on a one-time basis only. Applicants will have until the end of fiscal year 2025-26 (i.e., March 31, 2026) to complete their project once a funding decision has been made. It is anticipated that the Ministry will notify applicants of its funding decision in Spring 2024. Please take this into consideration when planning for your project.

### **Funding Amount:**

Applicants may request up to \$85,000 for each of the two years. No funding exceeding this amount in either year will be approved.

### **Expense Considerations:**

- ✓ Should you request funding for personnel, a brief description of the duties and responsibilities for the position is required (e.g., to hire a coordinator to support the project, a counsellor, a clinician to support victims, etc.).
- ✓ Administrative costs must be capped at 10 per cent of the subtotal (i.e., the total excluding the administrative costs). If the administrative costs exceed this amount, they will automatically be reduced to 10 per cent of the project's subtotal.
- ✓ Hospitality costs must be related exclusively to costs for participants (e.g., refreshments, transportation, Elder honorarium for a community session, etc.).

### **Ineligible Expenses:**

- ✓ The grant will not cover expenses related to your organization's ongoing operational costs. The grant can only be used to cover costs associated with the proposed project.
- ✓ Applications that are strictly to fund research activities and/or evaluation will not be considered.
- ✓ Personnel costs related to hiring security guards will not be considered.
- ✓ Capital expenses for land and construction/major repairing of buildings will not be considered.
- ✓ If you are eligible to receive a tax rebate, credit or refund, these amounts cannot be claimed as eligible expenses on your budget and must be accounted for.

## **APPLICATION GUIDELINES**

*NOTE: These application guidelines are intended for **community-based, not-for-profit incorporated organizations** only. If you are an urban or rural Indigenous organization or First Nation Band Council, please refer to the "Urban and Rural Indigenous Organizations and First Nation Communities Application Instructions and Guidelines".*



Please review the following guidelines carefully and ensure you answer each component of every question. The guidelines specify important information about each question, and they must be followed when completing your application.

Please note that all applicants must be proposing a project that is new or that has a new component.

## **Demonstrated Need (6 Points)**

1. How did you determine that there is a need for the proposed project in your community?
  - ✓ Provide current and reliable statistics and evidence to demonstrate the frequency of hate motivated crimes in your community, and/or how your community is at-risk of being targeted by hate-motivated crimes. Statistics/evidence may originate from Juristat Canada, local police, schools, media reports, etc. or through local findings (e.g., community consultations, conducting a gap analysis).
    - Indicate the total and percentage increase in hate crimes and number of hate crimes in your community.
    - Indicate the number of hate crimes per capita<sup>1</sup> in your area of operation.
    - Indicate how your project will address this need.
  - ✓ Identify factors limiting your organization's ability to deal effectively with hate motivated crimes. Explain why funding is beyond your organization's current capability (i.e., limitations in carrying out the project with internal budget or funding sources, and why ministry funding is required in order to successfully implement).
  - ✓ Demonstrate how your community has experienced increased rates of cultural, ethnic, or faith-based hate crime or hate motivated incidents in your community/communities.

## **Activities (6 points)**

2. Provide a comprehensive outline of the activities that will be implemented as part of the project. Explain who will benefit from these activities and how.
  - ✓ Describe in detail all the activities (including recruitment/referral process, if applicable) that you will implement during this project.
  - ✓ Indicate the types of group(s) and/or individuals (i.e., your target group) who will benefit from your project. Explain how.

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<sup>1</sup> Per capita represents the total number of hate crimes divided by the total population.  
Ministry of the Solicitor General

**New Project/Elements (2 Points)**

3. Is this a new project? Please explain.

- ✓ If yes, provide details on how this project is different from other projects undertaken by your organization.
- ✓ If no, provide details on how the proposed project differs from the existing project (e.g., new component, new target group, protective factors).

Note: Simply delivering an existing project in a different area and/or partnering with a different organization will not be considered for funding.

**Organizational Readiness and Knowledge (2 Points)**

4. Describe your experience and/or capacity to effectively deliver the project.

- ✓ Explain what expertise your organization has in addressing hate motivated crime and working with the identified target group.

**Partnerships (4 Points)**

5. Describe your project partners. Please note that applicants are required to partner with their local police service and are also encouraged to partner with at least one organization in a sector different from their own.

- ✓ Indicate the name of each partnering organization.
- ✓ Indicate the sector to which each partnering organization belongs to. Sectors may include, but not limited to the following: education, health/mental health, social services, housing, justice, children services, private sector and local government.
- ✓ Outline each partner's role in carrying out the project, including what activities they will implement (e.g., providing referrals, assisting in organizing community events).
- ✓ Explain the value that each partnership brings to the project (e.g., expertise, resources) and how each partner will enhance the ability to carry out the project (e.g., why they are best placed to fulfill their specified role and address hate motivated crime).

Note: Preference may be given to applications that include strong multi-sectoral partnerships.

## **Project Outcomes and Performance Measurement (6 Points)**

### **LOCALLY IDENTIFIED OUTCOMES:**

6. In the attached table, indicate 1) expected outcomes that will result from your project 2) performance indicators that will be measured to assess achievement of outcomes 3) data collection method for those indicators 4) baseline data for those indicators and 5) target for those indicators. Please ensure that outcomes and performance measures reflect input from all partners.

- ✓ Describe the expected outcomes that will result from your project.
- ✓ Identify performance indicators to demonstrate that outcomes have been achieved.
- ✓ Indicate the baseline data from which you will be able to assess change. If baseline data is not available, describe how you and/or your project partner(s) will collect the data.
- ✓ Indicate your target for the performance indicators.
- ✓ Describe which partner(s) will report on each indicator and how will the data be collected (e.g., interviews, surveys, focus groups)
- ✓ Ensure that the mandatory requirement below is included as part of your application submission.

### **MANDATORY REQUIREMENT (PROVINCIAL OUTCOMES):**

In addition to your locally identified outcomes, all successful recipients will be required to report on the following provincial outcomes and a minimum of one of the associated indicators listed below. It is highly encouraged, where possible, to report on more than one of the associated indicators. Please ensure you build this into your proposal.

#### **1. Outcome: Increase Community Safety and Inclusiveness**

##### **• Associated Indicators:**

- Increase in the number of partnerships between community organizations, government agencies, vulnerable communities, and/or policing services as a result of the initiative.
  - # of activities/workshops held in collaboration with other community partners including police services and schools (provide breakdown by community partner)
  - # of partnerships developed through this initiative
  - # of community groups involved in the initiative
- Increase in the percentage of education and/or training opportunities provided to address and prevent hate motivated crime.
  - # of workshops/activities held to raise awareness of hate crime and how to prevent hate motivated crime

- # of individuals that participated in workshops/activities
- # and type of community groups targeted (students, workplaces, ethnic groups, etc.)
- % of community members who indicated that the events increased their knowledge of the issue (survey of individuals who attend the workshops/activities)
- Increased support for victims of hate-motivated crime.
  - % of project funding spent on programs to support victims of hate crimes
  - Where possible, please provide data on the types of programming the project has funded for victims of hate motivated crime.
- Percentage change in the uptake of services offered to community members and victims of hate motivated crime.
  - % of victims of hate crimes who accessed support services (e.g., counsellors)
  - It is anticipated that an increase in the uptake of services offered to community members and victims of hate motivated crime will result in a decrease in the rate of revictimization. Where possible, please track this information and report on results.
- Increase in community members' feeling of safety as a result of the initiative
  - % of community members who indicate that they feel safe as a result of the initiative (e.g., survey of individuals)

## 2. Outcome: Project/Program Coverage - Number of Activities

- **Associated Indicators:**
  - Increase in the number of partnerships between community organizations, government agencies, vulnerable communities, and/or policing services as a result of the initiative.
    - # of activities/workshops held in collaboration with other community partners including police services and schools

## 3. Outcome: Project/Program Administrative Costs

- **Associated Indicators:**
  - Total amount (\$) spent on administration of the program.
  - Total initiative allocation

## 4. Outcome: Project/Program Impact - Increase in community members' feeling of safety as a result of the initiative

- **Associated Indicators:**

- % of community members who indicate that they feel safe as a result of the initiative (e.g., survey of individuals)

**Budget (4 Points)**

7. Using the budget sheets provided, clearly itemize all expenditures associated with the project. In the space below, describe the need/use for each budget item that requires Ministry funding.

- ✓ Clearly explain the need/use of each budget item that requires Ministry funding, ensuring budget items align with the design and delivery of this specific project.
- ✓ Should you request funding for personnel, a brief description of the duties and responsibilities for the position is required.
- ✓ Refer to Application Instructions for details on allowable budget items.

**APPLICATION REVIEW AND ASSESSMENT CRITERIA**

The SVC Grant Review Committee, comprised of representatives from within and outside the Ministry, will review all eligible proposals and make funding recommendations to the Solicitor General for approval. Should the application meet the eligibility criteria, your proposal will be assessed based on the following criteria:

- ✓ Demonstrated Need
- ✓ Activities
- ✓ New Project/Elements
- ✓ Organizational Knowledge and Readiness
- ✓ Partnerships
- ✓ Project Outcomes and Performance Measurement
- ✓ Budget

**CONTRACTUAL AGREEMENT**

As part of the terms of funding, the Ministry will enter into a contractual agreement with those organizations approved for funding. Funds will only be released to the organization after the contractual agreement is signed between the organization and the Ministry and upon the Ministry's receipt of the following required documents:

- ✓ **Proof of Insurance** – Successful applicants must have commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage to an inclusive limit of not less than \$2 million dollars per occurrence. Proof of insurance, with the Ministry included as an additional insured, is required before funding is provided.
- ✓ **Governance structure** – Successful applicants are required to provide a governance structure of their organizations. This may be a list of the board of directors or an organization chart outlining the structure of their organization.
- ✓ **Proof of Canadian Financial Institution** – Successful applicants must submit proof of a bank account that resides at a Canadian financial institution and is in the name of the applying organization or its sponsoring organization.

The grant must be used in Ontario for the purposes described in the application and according to the terms of the contractual agreement.

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Along with your completed application form and budget sheets, please ensure to submit the following documents to the Ministry by **4:00pm EST on February 26, 2024**:

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Application forms have character limits in each section. Please adhere to these limits. Additionally, please do not include any attachments or website addresses as part of your response. They will **not** be reviewed.

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Ministry of the Solicitor General

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### **Getting Started**

- **NOTE:**
  - Effective April 17, 2023: TPON changed the way you access Transfer Payment Ontario. You will need to Create a My Ontario Account for the first time if you have not done so already.
  - For more information: See the Creating a My Ontario Account [guide](#) and [video](#).
- All organizations must be registered with Transfer Payment Ontario in order to submit the intake form to request funding for this TP program.
  - The form must be submitted online through Transfer Payment Ontario and a copy must be submitted by email to the ministry contacts.
- **For both existing and new users to TPON:** please use the link below to gain access to the Government of Ontario's online transfer payment management system.

➤ [Transfer Payment Ontario](#)

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- TTY: 416-325-3408
- Toll-free TTY: 1-800-268-7095
- Email: [TPONCC@ontario.ca](mailto:TPONCC@ontario.ca)





Ministry of the Solicitor General

**2024-25 – 2025-26**

**Safer and Vital Communities Grant**

**Application Instructions and Guidelines**

**Urban and Rural Indigenous Community-Based Organizations  
and First Nations Communities**

## INTRODUCTION

The Ministry of the Solicitor General (Ministry) is pleased to present the 2024-2026 Safer and Vital Communities (SVC) Grant. This document outlines the grant process and contains important information on the eligibility criteria and required documentation for your application.

This call for applications includes dedicated application forms and guidelines for:

- (1) Community-based, non-profit organizations.
- (2) Urban and rural Indigenous community-based, non-profit organizations and First Nation Band Councils (a unique application form targeted to projects which focus on supporting Indigenous communities).

The call for applications includes the application form(s), application guidelines, and budget sheets for your proposed project.

**Please ensure that you are using the correct application form and set of guidelines for your stream.**

NOTE: These application guidelines are intended for **urban and rural Indigenous community-based, not-for-profit incorporated organizations and First Nation Band Councils only**. *If you are a community-based, not-for-profit incorporated organization, please refer to the “Community-Based Organization’s Application Guidelines”.*

## THEME

The theme for the 2024-2026 SVC Grant is **“Preventing Hate Motivated Crime through Community Collaboration”**. This theme supports an integrated community-based approach to targeting issues related to hate motivated crime. It also addresses the increase of police-reported hate crime in Ontario.

*Note: A hate crime is a criminal violation motivated by hate, based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation or any other similar factor.<sup>1</sup>*

The theme aligns with Ontario’s modernized approach to community safety and well-being which involves addressing local crime and complex social issues on a more sustainable basis. This can be achieved by shifting to more proactive and collaborative efforts that focus on social development, prevention, and risk intervention.

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<sup>1</sup> CCJS Hate Crime Consultation Report, 2014

Through this call for applications, the Ministry is requesting proposals that focus on bringing together different sectors to combat hate motivated crimes in Ontario.

## ELIGIBILITY CRITERIA

### Eligible Applicants:

- ✓ Community-based, not-for-profit incorporated organizations
- ✓ Community-based, not-for-profit organizations sponsored by an incorporated organization
- ✓ Urban and rural Indigenous community-based, non-profit incorporated organizations
- ✓ Urban and rural Indigenous community-based, non-profit organizations sponsored by an incorporated organization
- ✓ First Nation Band Councils

### Application Preferences:

- ✓ **To provide the highest possible impact and to respond to current crime trends, preference will be given to projects that focus on cultural, ethnic, or faith-based hate and from communities that have experienced a demonstrable increase in hate crimes (i.e., large urban areas with populations greater than 100,000).**
- ✓ Preference will also be given to applicants who can demonstrate linkages to their communities' completed Community Safety Well-Being (CSWB) plan.

### Ineligible Applicants\*:

- ✓ Police services and their boards
- ✓ Municipalities
- ✓ Federal/Provincial/Municipal agencies
- ✓ Universities, colleges, schools, hospitals, and their governing boards and agencies.

*\*Ineligible applicants cannot apply for funding, but they can be project partners.*

Only **ONE** application may be submitted per applicant.

Any community-based, not-for-profit organization that is not incorporated must be sponsored by an incorporated organization that is an eligible applicant itself and must include a letter of confirmation from their sponsor along with their application. The letter must detail the sponsoring organization's commitment to enter into a contractual agreement with the Ministry on behalf of the applicant. The sponsoring organization will also be required to submit proof of incorporation.

Past recipients who have failed to provide the required reports or complete the reports to the satisfaction of the Ministry (e.g., not providing the requested information) will not be considered for funding.

### Partnerships:

Applicants must demonstrate police involvement in their projects. Applicants are also

encouraged to demonstrate partnerships with multi-sectoral organizations in an effort to support long-term sustainability and program success. Preference may be given to applications that include strong multi-sectoral partnerships.

Applicants are required to provide letters of support that confirm their partners' involvement, role, and capacity to address hate motivated crime in their community – this includes when partnering with police services. These letters should detail the nature of the partnerships and what role the partners will play in the development and/or delivery of your project.

### **Project Timeline:**

Funding is provided on a one-time basis only. Applicants will have until the end of fiscal year 2025-26 (i.e., March 31, 2026) to complete their project once a funding decision has been made. It is anticipated that the Ministry will notify applicants of its funding decision in Spring 2024. Please take this into consideration when planning for your project.

### **Funding Amount:**

Applicants may request up to \$85,000 for each of the two years. No funding exceeding this amount in either year will be approved.

### **Expense Considerations:**

- ✓ Should you request funding for personnel, a brief description of the duties and responsibilities for the position is required (e.g., to hire a coordinator to support the project, a counsellor, a clinician to support victims, etc.).
- ✓ Administrative costs must be capped at 10 per cent of the subtotal (i.e., the total excluding the administrative costs). If the administrative costs exceed this amount, they will automatically be reduced to 10 per cent of the project's subtotal.
- ✓ Hospitality costs must be related exclusively to costs for participants (e.g., refreshments, transportation, Elder honorarium for a community session, etc.).

### **Ineligible Expenses:**

- ✓ The grant will not cover expenses related to your organization's ongoing operational costs. The grant can only be used to cover costs associated with the proposed project.
- ✓ Applications that are strictly to fund research activities and/or evaluation will not be considered.
- ✓ Personnel costs related to hiring security guards will not be considered.
- ✓ Capital expenses for land and construction/major repairing of buildings will not be considered.
- ✓ If you are eligible to receive a tax rebate, credit or refund, these amounts cannot be claimed as eligible expenses on your budget and must be accounted for.

## **APPLICATION GUIDELINES**

NOTE: These application guidelines are intended for **urban and rural Indigenous community-based, not-for-profit incorporated organizations and First Nation Band Councils only**. *If you are*

*a community-based, not-for-profit incorporated organization, please refer to the “Community-Based Organization’s Application Guidelines”.*

Please review the following guidelines carefully and ensure you answer each component of every question. The guidelines specify important information about each question and they must be followed when completing your application.

Please note that all applicants must be proposing a project that is new or that has a new component.

**Demonstrated Need (6 Points)**

1. How was the need for the proposed project determined?

- ✓ Demonstrate the frequency of hate motivated crimes in your community, and/or how your community is at-risk of being targeted by hate motivated crimes (e.g., violence targeted to your community/community members due to race, ethnicity, religion, sex, sexual orientation, disability, etc.).
  - Indicate the total and percentage increase in hate crimes and number of hate crimes in your community.
  - Indicate the number of hate crimes per capita<sup>1</sup> in your area of operation.
  - Indicate how your project will address this need.
  - Evidence of how your community is at-risk of being targeted by hate motivated crimes may include the following:
    - Feedback from children and youth within the community;
    - Feedback from community elders;
    - Feedback from other community members;
    - Feedback from community organizations (e.g., hospital, community health centres, educational services, police services, etc.);
    - Reports and studies completed by your Tribal Council, Provincial Territorial Organization, or other affiliated regional organization; and,
    - Any statistics and evidence that may be available.
- ✓ Identify factors limiting your organization’s or community’s ability to deal effectively with hate motivated crimes. Explain why funding is beyond your organization’s current capability (i.e., limitations in carrying out the project with internal budget or funding sources, and why ministry funding is required in order to successfully implement).
- ✓ Demonstrate how your community/communities may have experienced increased rates of cultural, ethnic, or faith-based hate crime or hate motivated incidents in your community/communities.

Note: Where possible, applicants should consider demonstrating linkages with local CSWB plans.

**Activities (6 points)**

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<sup>1</sup> Per capita represents the total number of hate crimes divided by the total population.  
Ministry of the Solicitor General

2. Provide a comprehensive outline of the activities that will be implemented as part of the project. Explain who will benefit from these activities and how.

- ✓ Describe in detail all the activities (including recruitment/referral process, if applicable) that you will implement during this project.
  - For example, this may also include framing activities within your traditional wellness model or teachings (e.g., the medicine wheel).
- ✓ Indicate the types of group(s) and/or individuals (i.e., your target group) who will benefit from your project. Explain how.

**New Elements (2 Points)**

3. Is this a new project? Please explain.

- ✓ If yes, provide details on how this project is different from other projects undertaken by your organization.
- ✓ If no, provide details on how the proposed project differs from the existing project(s) (e.g., new component, new target group, protective factors).

Note: Simply delivering an existing project in a different area and/or partnering with a different organization will not be considered for funding.

**Organizational Readiness and Knowledge (2 Points)**

4. Describe your readiness to effectively deliver the project.

- ✓ Describe the knowledge and readiness of your organization/community in addressing hate motivated crime and working with the target group.
- ✓ Examples of “readiness” include:
  - Alignment with your organization’s or Band Council’s mandate, strategic plan, or mission statement;
  - Documented buy-in from community members and/or individuals accessing your organization’s current services; and,
  - Documented buy-in from your organization or community’s leadership (i.e., Chief and Band Council or Executive Director).

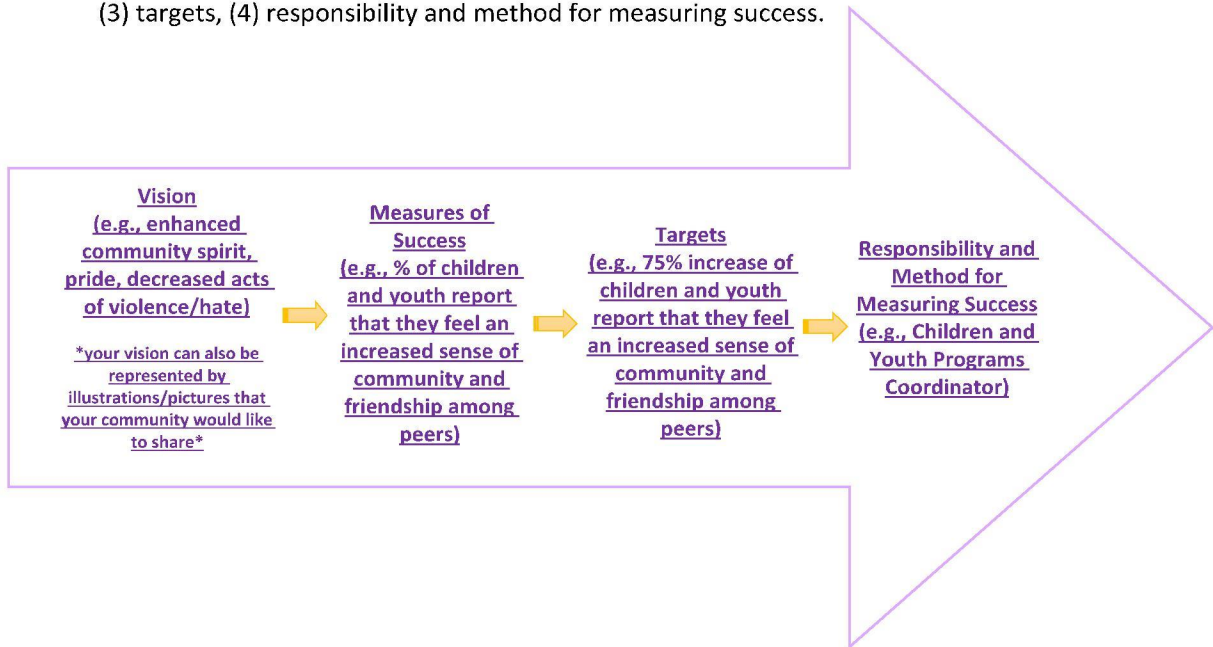
**Partnerships (4 Points)**

5. Describe your project partners. Please note that applicants are required to partner with their local police service and are encouraged to partner with at least one organization in a sector different from their own.

- ✓ Indicate the name of the partnering organization and/or community.
- ✓ Indicate the sector to which the partnering organization belongs to. Sectors may include, but not limited to the following: cultural/land-based healing, community elders, education, health/mental health, social services, housing, justice, children services, private sector, and local government.
- ✓ Outline each partner’s role in carrying out the project, including what activities they will implement (e.g., providing referrals, assisting in organizing community events).
- ✓ Explain the value that each partnership brings to the project (e.g., expertise, cultural guidance, resources) and how each partner will enhance the ability to carry out the project (e.g., why they are best placed to fulfill their specified role and address hate motivated crimes or the risk of being targeted by hate motivated crimes).
- ✓ Note: Preference may be given to applications that include strong multi-sectoral partnerships.

**Project Outcomes and Performance Measurement (6 Points)**

6. For the following section of the application, indicate your (1) vision, (2) measures of success, (3) targets, (4) responsibility and method for measuring success.



- ✓ Vision: describe the overall vision related to addressing hate motivated crimes, or the risk of being targeted by hate motivated crimes, as identified in your project proposal (e.g., enhanced community spirit, pride, decreased acts of violence/hate);
  - Note: your vision can include several components and can also be represented through illustrations/pictures that your community would like to share.
- ✓ Measures of Success: explain how you intend to measure success for each component of your vision;
  - This can be qualitative or quantitative:

- Qualitative example: feedback from children and youth on their sense of community and friendship among peers.
  - Qualitative feedback can be gathered through activities such as youth/women/men/Elder circles, artistic expression, and multi-media projects, among others.
- Quantitative example: % of children and youth that report they feel an increased sense of community and friendship among peers.
- ✓ Project Targets: describe the ideal results of your proposed project;
- ✓ Responsibility and Method for Measuring Success: describe who will measure progress made on each part of the vision and how the project's progress will be measured in addressing the issues identified in your proposal.
  - Here, you are required to identify which partner will be responsible for measuring the progress made on their component of the vision and the method they will use (e.g., community interviews, survey, etc.).

## **Budget (4 Points)**

7. Using the budget sheets provided, clearly itemize all expenditures associated with the project. In the space below, describe the need/use of each budget item that requires Ministry funding.

- ✓ Clearly explain the need and use of each budget item that requires Ministry funding, ensuring budget items align with the design and delivery of this specific project.
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- |  |  |
|--|--|
| ✓ Demonstrated Need                      | ✓ Partnerships                                 |
| ✓ Activities                             | ✓ Project Outcomes and Performance Measurement |
| ✓ New Project/Elements                   | ✓ Budget                                       |
| ✓ Organizational Knowledge and Readiness |  |

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Ministry of the Solicitor General

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Ministry's receipt of the following required documents:

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- Toll-free: 1-855-216-3090
- TTY: 416-325-3408
- Toll-free TTY: 1-800-268-7095
- Email: [TPONCC@ontario.ca](mailto:TPONCC@ontario.ca)

**Ministry of the Solicitor General**

Public Safety Division

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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Annual Reporting Requirements: Ontario Major Case  
Management and Violent Crime Linkage Analysis  
System**

<b>DATE OF ISSUE:</b>	<b>February 1, 2024</b>
<b>CLASSIFICATION:</b>	<b>For Action</b>
<b>RETENTION:</b>	<b>February 28, 2024</b>
<b>INDEX NO.:</b>	<b>24-009</b>
<b>PRIORITY:</b>	<b>Normal</b>

Ontario Regulations 354/04 and 550/96 of the *Police Services Act* require every chief of police to prepare and submit an annual report to the Ministry of the Solicitor General regarding Ontario Major Case Management (OMCM) and the Violent Crime Linkage Analysis System (ViCLAS).

Please find attached the annual reporting templates for OMCM and ViCLAS which are to be submitted by each police service no later than **February 28, 2024**. These reports can be submitted electronically to [SPCIC@ontario.ca](mailto:SPCIC@ontario.ca) (OMCM) or [OPP.GHQ.VICLAS@opp.ca](mailto:OPP.GHQ.VICLAS@opp.ca) (ViCLAS).

If you have any questions about completing these reports, please contact S/Sgt. Maureen Martin, Serial Predator Crime Investigations Coordinator for OMCM by phone at (705)-896-3728 or Lindsey Beers, Administrative Assistant, Provincial ViCLAS Centre by phone at (705)-329-6484.

Sincerely,

*K. Weatherill*

Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

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Attachments

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

# Major Case Management Annual Report



In accordance with the *Police Services Act*, Major Case Management Regulation (*Ontario Regulation 354/04*), every Chief of Police shall prepare and submit to the ministry an annual report.

The Annual Report **reflects the investigations that were reported to police within the calendar year**, not when the investigations were entered into the RMS or PowerCase.

Including both RMS and PowerCase numbers provide police services with the **opportunity to reconcile differences** and report those variances to the ministry through the Serial Predator Crime Investigations Coordinator (SPCIC) via email.

Please **identify the number of cases** in the appropriate categories and submit to the SPCIC, Ontario Major Case Management, at [SPCIC@ontario.ca](mailto:SPCIC@ontario.ca) on or before **February 28<sup>th</sup>** of each year.

Police Service/OPP Regional HQ: ~Select~			Calendar Year: ~Select~	
Major Cases	Threshold	Non-Threshold	RMS	PowerCase
Abductions and attempts (non-familial):		N/A		
Criminal harassment where the harasser is not known to the victim:	N/A			
Found human remains/ unidentified body that are known or suspected to be homicide:				
Homicides or attempts, solved or unsolved:		N/A		
Missing person occurrences where circumstances indicate a strong possibility of foul play:				
Missing person occurrences where the person has been missing and unaccounted for more than 30 days:				
Sexual assaults and attempts, solved or unsolved, including sexual interference, sexual exploitation, and invitation to sexual touching:				
Trafficking in persons cases as defined in section 279.01, 279.011 or 279.04 Criminal Code, and attempts:	N/A			

<b>Discretionary Offences entered into PowerCase:</b>	
<b>Investigations where permission to use PowerCase was obtained:</b>	
<b>Provincial MCM Bulletins requested:</b>	
<b>Do you have a process in place to notify the SPCIC within seven days when there are linked cases?</b>	~Select~
<b>Do you have a system in place to track the submitted SPCIC Notifications?</b>	~Select~
<b>Multi-jurisdictional Major Case Management Cases:</b>	
Please specify the name(s) of police service(s) involved and project name(s)/incident or occurrence number(s), and the name of the Multi-jurisdictional Major Case Manager assigned from the Provincial Pool, if applicable:	

**SUBMITTED BY**

**Rank/Name:**

**Unit:**

**Email Address:**

**Date:**

**Comments:**

Once completed, please **save the form in the following naming convention "Annual Report-[Police Service]"** then **click SUBMIT FORM**

**SUBMIT FORM**

If you have any questions with respect to completing this report, please contact the SPCIC, Ontario Major Case Management, at [SPCIC@ontario.ca](mailto:SPCIC@ontario.ca).

Ministry of the Solicitor General  
(SOLGEN)

# ViCLAS Annual Report

In accordance with the *Police Services Act*, ViCLAS Regulation (*Ontario Regulation 550/96*), every Chief of Police shall prepare and submit to the Ministry an annual report setting out the number of ViCLAS reports and any other information as requested.

**Identify the number of cases in the appropriate categories and submit to the undersigned on or before February 28, 2024.**

Police Service:	Report for the Year:	Number of ViCLAS Submissions Total:
	2023	
Homicides or attempts, solved or unsolved		
Sexual assaults, solved or unsolved		
Non-parental abductions and attempts		
Missing person occurrences where circumstances indicate a strong possibility of foul play and the person remains missing		
Found human remains/unidentified body that are known or suspected to be homicide		
Luring of a child or attempted luring of a child, solved or unsolved		
All non-criteria ViCLAS submissions		
<b>Submitted by:</b>		
<b>Name:</b>	<b>Rank:</b>	<b>Date:</b>
<b>Email Address:</b>		

**EMAIL SUBMISSIONS TO:**

[OPP.GHQ.VICLAS@OPP.CA](mailto:OPP.GHQ.VICLAS@OPP.CA)

If you have any questions with regard to completing this report, please contact the Provincial ViCLAS Centre at (705) 329-6588



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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Upcoming Understanding and Working with Sexually  
Exploited Youth – Provincial Anti-Human Trafficking  
Training Sessions**

<b>DATE OF ISSUE:</b>	<b>February 14, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>June 14, 2024</b>
<b>INDEX NO.:</b>	<b>24-010</b>
<b>PRIORITY:</b>	<b>Normal</b>

At the request of the Ministry of Children, Community and Social Services (MCCSS), I am sharing this communication to provide information on upcoming sessions of *Understanding and Working with Sexually Exploited Youth* Training beginning at the end of February 2024, including registration information.

For further information, please review the attached memo from Karen Glass, Assistant Deputy Minister, Community Services Division, MCCSS. Questions regarding the memo can be directed to MCCSS by email at [AHT.Training@ontario.ca](mailto:AHT.Training@ontario.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weatherill".

Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**Ministry of Children, Community  
and Social Services**

Assistant Deputy Minister  
Community Services Division

315 Front Street West  
4<sup>th</sup> floor  
Toronto ON M7A 0B8  
Tel: 416 325-5581

**Ministère des Services à l'enfance et des  
Services sociaux et communautaires**

Sous-ministre adjointe  
Division des services communautaires

315, rue Front Ouest  
4<sup>ème</sup> étage  
Toronto (Ontario) M7A 0B8  
Téléphone: 416 325-5581



February 8, 2024

**MEMORANDUM TO:**

Kenneth Weatherill  
Assistant Deputy Minister  
Public Safety Division  
Ministry of the Solicitor General

**FROM:**

Karen Glass  
Assistant Deputy Minister  
Community Services Division  
Ministry of Children, Community and Social Services

**SUBJECT:**

Understanding and Working with Sexually Exploited Youth -  
Provincial Anti-Human Trafficking Training

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Dear Kenneth,

I'm writing to share information on upcoming sessions of *Understanding and Working with Sexually Exploited Youth* (SEY) Training and to request your continued support in sharing registration information with all police forces in Ontario.

Upcoming sessions begin at the end of February 2024 and there are 25 spaces reserved for frontline law enforcement officers and professionals (5 spaces per MCCSS Region). As a result of an All Chiefs Memo disseminated in April 2023, Law Enforcement enrollment in SEY training increased to over 80% capacity. This successful effort equipped participating frontline officers with the knowledge and skills to intervene with children and youth who are being or are at risk of being sex trafficked.

SEY training is specifically designed for frontline service providers across sectors (e.g., child welfare, law enforcement, victim services, violence against women, youth justice, education and Indigenous-led agencies) who work directly with children and youth who:

- A) are at heightened risk of being targeted by traffickers; and/or
- B) are victims of human trafficking.

A variety of upcoming sessions are being held **virtually** over 2 three-day sessions. The training is 6 days in total with a commitment from 9am-5pm each day.

- Part I focuses on understanding human trafficking (and includes a dedicated full-day session on Human Trafficking of Indigenous Peoples: Cultural Competency Training for Prevention and Awareness); and
- Part II focuses on strategies for working with child and youth victims of human trafficking

Law enforcement officers and professionals interested in attending can follow the Eventbrite link that corresponds to the region where they work. Those who register for a region that does not correspond to their work location will be removed from the training.

REGION	DATES (6 Days Total)	EVENTBRITE REGISTRATION LINK
<b>NORTH</b>	February 28 – March 1, 2024 AND May 1-3, 2024	<a href="https://www.eventbrite.ca/e/north-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-789214320277">https://www.eventbrite.ca/e/north-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-789214320277</a>
<b>EAST</b>	March 6-8, 2024 AND May 8-10, 2024	<a href="https://www.eventbrite.ca/e/east-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-789441419537">https://www.eventbrite.ca/e/east-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-789441419537</a>
<b>WEST</b>	March 20-22, 2024 AND May 29-31, 2024	<a href="https://www.eventbrite.ca/e/west-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-790223478697?aff=oddtcreator">https://www.eventbrite.ca/e/west-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-790223478697?aff=oddtcreator</a>
<b>CENTRAL</b>	April 10-12, 2024 AND June 12-14, 2024	<a href="https://www.eventbrite.ca/e/central-6-day-understanding-and-working-with-sexually-exploited-youth-tickets-793514201337">https://www.eventbrite.ca/e/central-6-day-understanding-and-working-with-sexually-exploited-youth-tickets-793514201337</a>
<b>TORONTO</b>	Apr 17-19, 2024 AND June 5-7, 2024	<a href="https://www.eventbrite.ca/e/toronto-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-794524633567?aff=oddtcreator">https://www.eventbrite.ca/e/toronto-6-days-understanding-and-working-with-sexually-exploited-youth-tickets-794524633567?aff=oddtcreator</a>

All questions and inquiries can be sent to [AHT.Training@ontario.ca](mailto:AHT.Training@ontario.ca)

Sincerely,

Karen Glass

A handwritten signature in black ink, appearing to read "Kara G.", with a long horizontal flourish extending to the right.

Assistant Deputy Minister  
Community Services Division

**Ministry of the Solicitor General**

Public Safety Division

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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** Human Trafficking Awareness Resources

<b>DATE OF ISSUE:</b>	<b>February 22, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>24-0011</b>
<b>PRIORITY:</b>	<b>Normal</b>

February 22<sup>nd</sup> is Human Trafficking Awareness Day in Canada. I recognize and appreciate the brave and diligent work that police services undertake each day to disrupt crime, including trafficking rings, across the province.

The Ministry of the Solicitor General is committed to taking a deliberate and comprehensive approach to combatting human trafficking to protect public safety. As you continue your work, please remember there are resources to support these projects.

Projects targeting human trafficking are eligible for funding to support investigations and investigative technologies at any time under the Gun and Gang Specialized Investigative Fund (GGSIF) or the Greater Toronto Area/Greater Golden Horseshoe Investigative Fund (GTAGGH IF) through Criminal Intelligence Service Ontario (CISO). Police services can contact CISO Director Jim Walker by email at jim.walker@ontariocis.ca or by phone at (705) 795-0042 for additional details or information on how to submit an application for these funds.

Further, there are community-run resources such as [The Canadian Human Trafficking Hotline](#) (1-833-900-1010). The hotline is a confidential, multilingual service operating 24/7 to connect victims and survivors with social services, law enforcement, and emergency services. It is also used to receive tips from the public.

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The hotline uses a victim-centered approach when connecting human trafficking victims and survivors with local emergency, transition, and long-term supports and services across the country as well as connecting callers to law enforcement where appropriate.

The hotline is funded in partnership with Public Safety Canada and by other private supporters and corporate partners. The hotline may report or refer a caller to local emergency services if the hotline believes the caller or others are in imminent danger or experiencing an emergency requiring immediate intervention.

As a mandatory reporter, the hotline may refer cases of suspected child abuse to law enforcement. If a caller references a potential case of human trafficking, a hotline supervisor will be brought into the discussion to determine the next steps. Reporting to law enforcement is done on a case-by-case basis.

Please share this information as appropriate with community partners who provide support to combatting human trafficking or supporting survivors of human trafficking.

Thank you for your ongoing efforts to keep Ontario communities safe.

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **2024-25 to 2025-2026 Safer and Vital Communities Grant  
Call for Applications – Revised Submission Deadline**

<b>DATE OF ISSUE:</b>	<b>February 28, 2024</b>
<b>CLASSIFICATION:</b>	<b>For Action</b>
<b>RETENTION:</b>	<b>March 1, 2024</b>
<b>INDEX NO.:</b>	<b>24-0012</b>
<b>PRIORITY:</b>	<b>Normal</b>

On January 15, 2024, the Ministry of the Solicitor General announced a new cycle of the Safer and Vital Communities (SVC) Grant. Applications opened on January 26 through Transfer Payment Ontario (TPON). Incorporated community-based, not-for-profit organizations as well as Indigenous community-based, not-for-profit organizations and First Nation Band Councils are eligible to apply for the 2024-26 cycle of the SVC Grant.

**Please be advised that applications will now be accepted up until 4:00pm EST on Friday, March 1, 2024.** Applicants who have already submitted their application may re-submit if they would like to make changes or take more time on their submission but are not required to do so. If an application has already been submitted, and a replacement is not received by the ministry by 4:00pm on Friday, March 1, 2024, the originally received submission will be the one considered.

As previously communicated, although police services are not eligible for this grant, your engagement is integral, and applicants are required to include a letter of support from their local police service as part of their application. The ministry encourages police services and boards to distribute the application package to local community organizations and notify them of this revised deadline.

**Enclosed are the previously shared call-for-applications, application instructions and guidelines for the 2024-2026 SVC Grant, for your reference.** All applications must be submitted through [TPON](#).

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In addition, an electronic version of your completed application form and required documentation, including a signed copy of all documentation, must be submitted to the ministry in their original format (i.e., not a scanned version) by email.

Please submit documents to [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca) and [Rosanna.Tamburro@ontario.ca](mailto:Rosanna.Tamburro@ontario.ca) **no later than 4:00pm EST on Friday, March 1, 2024.** Please contact Ryan Baird, Manager of Program Development, at [Ryan.Baird@ontario.ca](mailto:Ryan.Baird@ontario.ca) to address any questions you may have.

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachments (5)

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General