



**HAMILTON
COMMUNITY
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Questions and Answers about Local Planning Teams

Q I've read your information about "neighbourhood hubs" but don't quite understand what a "local planning team" is?

A Under TPT II, each neighbourhood hub is required to set up a "local planning team". The planning team is made up of neighbourhood residents, service providers, business people, and representatives from institutions such as schools, libraries, recreation centres and others.

Q Are there specific requirements for who has to be part of the local planning team?

A Yes there are. The team **must** include neighbourhood residents and any service providing organization who receives a grant through the hub. That forms the bare bones of the team and needs to be expanded to include others who have an interest in their neighbourhood.

Q What does the local planning team do?

A The team will work on understanding their neighbourhood better, planning, and developing the partnerships needed to make sure their neighbourhood is getting the services it needs.

Q Does the Foundation provide funding to the local planning team?

A The Foundation can only provide funding to an organization that has charitable status. Grants are made to a lead organization for the hub as well as to other service-providing organizations who have been asked to provide a specific service to the neighbourhood by the local planning team. An application from a hub often comes to the Foundation as a "package" containing several application forms from different organizations. All applications submitted from the hub must have approval from the local planning team and be based on the identified needs of the neighbourhood. For example, Wesley Urban Ministries acts as the lead organization for the McQuesten hub and holds the money used to support the resident led initiatives. In addition, the community identified the need for

recreational, academic support programs for children and invited the YMCA and the STAR program to apply for funds in order to provide services to the hub.

Q Can a service-providing organization be part of more than one hub?

A Yes it can but it's important to realize that there is a time commitment involved in being a hub partner.

Q We have a hub but are finding it difficult to get neighbourhood residents involved. What can we do?

A This is challenging work and often takes time to build up the trust and comfort level of residents for them to be involved. A couple of suggestions:

- Make sure you are giving thought to the barriers residents might face. For example, what time of the day are you holding your meetings? Daytime meetings tend to work well for service providers but not residents.
- Is childcare an issue? If so, is there some way to provide childcare during meetings? Food and fun are great attractions – a meeting doesn't have to be all business.
- Resident involvement often is developmental – encourage people to get involved in things like special events as a starting point. Talk to other hubs and see what suggestions they might have. Connect with existing community leaders – many neighbourhoods have neighbourhood associations, seniors clubs, ethno specific groups, or Parent Councils – these are people already showing their concern for their neighbourhood.

Q Does the Foundation require a particular structure to the local planning team?

A We feel it is best to allow each team to figure out the best way for them to operate. Some teams set up a number of sub-committees to work on particular areas. Some teams are more formal than others and have an Executive to do work between meetings of the whole group. Checking on how other hubs are structured can be helpful.

Q Are there any resources available to help us develop our local planning team?

A The Foundation has provided a grant to Wesley Urban Ministries to have a neighbourhood development worker who can assist the hubs in this regard. His name is David Derbyshire and he is glad to provide advice and if possible, some hands-on organizing help. The Foundation also provides opportunities for the hubs to come together for additional learning and leadership development.

These opportunities are communicated electronically through the *TPT Connects E-Blast*.

Didn't answer your question? Feel free to call Sharon Charters, Grants Manager, at 905-523-5600, extension 242 or e-mail s.charters@hcf.on.ca.