



Ministry of the Solicitor General

**Preventing Auto Thefts (PAT) Grant
(2023-24 to 2025-26)**

Application Instructions and Guidelines

INTRODUCTION

The new ***Preventing Auto Thefts (PAT) Grant*** program is being introduced in Fiscal Year (FY) 2023-24 to support police services/boards in combatting and preventing vehicle thefts and associated violent crimes across the province. This program provides municipal and First Nations police services, as well as Ontario Provincial Police (OPP) contract and non-contract locations, with support in implementing prevention, detection, and enforcement responses to auto theft crimes at a local level. Through the PAT Grant, police services/boards will be able to undertake local policing initiatives unique to their needs to combat auto thefts in their communities. Funding can also be used to educate the public on how to avoid these and associated violent crimes. The goal of the provincial funding is to enable a holistic and sustainable approach to combat auto thefts.

This Call-for-Applications under the PAT Grant is a competitive application process, which will operate on a three-year grant cycle (i.e., FYs 2023-24 to 2025-26). This will provide greater sustainability of local policing and community safety initiatives and enable grant recipients to effectively measure outcomes and demonstrate success of initiatives.

CONTEXT

Public safety is a key priority for the Government of Ontario. The Ministry of the Solicitor General (ministry) is committed to working with policing partners to provide them with the tools, training, and resources they need to keep our communities safe and resilient.

In recent years, the nature of crime has changed, including rising levels of serious and violent crime. More recently, Ontario is experiencing drastic increases in auto theft. From 2014-2021, there was a 72 per cent increase in auto theft across Ontario, a 14 per cent increase alone in 2022¹. On a local scale, there is an escalation of violence, threats, intimidation, weapons, and firearms used to steal vehicles. This represents a new and evolving threat to public safety and requires a rapid and province-wide approach to mitigate this issue.

There is a need to disrupt the current trends in auto theft by identifying and dismantling organized criminal networks participating in and facilitating auto theft and related activities. This will be done through collaboration and enhanced investigative support and by implementing preventative approaches to address these crimes.

The ministry is responding to these recent crime trends by launching a Call-for-Applications under the new PAT Grant program for a three-year grant cycle (FYs 2023-24 – 2025-26). This will support police services/boards and their community partners in addressing vehicle thefts across the province.

¹ Statistics Canada. [Table 35-10-0180-01 Incident-based crime statistics, by detailed violations, police services in Ontario](#)

COLLABORATION AND PARTNERSHIPS

Through our engagement with Ontario communities, the ministry has affirmed that ensuring the safety and well-being of our communities cannot be achieved by one agency or sector alone.

Applicants are **encouraged** to collaborate with partners where feasible in the development and implementation of their initiative to address vehicle thefts on a more sustainable basis. Partners include, but are not limited to, justice/law enforcement, municipal partners, community organizations, etc. Collaboration with the automotive, shipping, and insurance sectors is strongly encouraged, where possible.

Applicants should demonstrate how their initiative uses collaboration and partnerships with other municipal, policing and community partners to implement their initiative and achieve a shared public safety vision to disrupt auto-theft related crime and violence in the province. For example, police services/boards may work with municipal and community partners to educate the public and deter vehicle thefts. Applicants are also encouraged to align efforts and coordinate with other law enforcement/inter-jurisdictional agencies including but not limited to the OPP-led Organized Crime Towing and Auto Theft Team (OCTATT) Joint Forces Operation (JFO), federal government, border services agencies, etc. The ministry strongly encourages partnerships with organizations from different sectors to ensure a multi-sectoral approach to deterring and preventing auto theft crimes where appropriate.

ELIGIBILITY CRITERIA

Who is eligible?

- ❖ Municipal police services in Ontario.
- ❖ First Nations police services in Ontario.
- ❖ OPP municipal contract locations.
- ❖ OPP non-contract locations.
 - **Note:** OPP non-contract locations can only submit two applications as a whole – not two per individual location. Non-contract locations must submit applications through OPP headquarters to Kirsten Buligan at Kirsten.buligan@opp.ca.

What is eligible?

- ❖ New **and/or** existing initiatives that focus on addressing auto thefts in your community. However, if requesting funding for an existing initiative, police services/boards are required to **make enhancements or add a new component** to the initiative to further address auto thefts in your community.
- ❖ Some examples of initiatives could include:
 - Primary components of proposed initiatives (Note: All initiatives must include an investigative/enforcement component as described below):

- Coordinated police responses to addressing auto thefts (e.g., coordinated responses between multiple police services/boards, community agencies, the OPP-led OCTATT JFO, federal government, border services agencies, etc.)
- Enhanced intelligence gathering and sharing of information, processes, or products related to auto thefts (e.g., multi-jurisdictional initiatives, social media monitoring, etc.)
- Enforcement and suppression activities (e.g., development of auto theft units or enforcement units, dedicated police teams to combat auto theft through the usage of bait cars, strengthened outbound border inspections, dedicated surveillance towards stolen vehicles, etc.)
- Purchasing of equipment, software, or technology to assist police services in their surveillance and identification of stolen vehicles (e.g., GPS, surveillance equipment, global positioning systems and tracking technology, laptops/cellphones/vehicles that support the initiative, etc.)
- Secondary components of proposed initiatives (Note: Initiatives can include an education/training component, though not mandatory):
 - Education and awareness campaigns/programs for the public (education and awareness initiatives may only be complementary to primary initiatives in an application)
 - Training for police officers and community partners on auto theft (training initiatives may only be complementary to primary initiatives in an application)

Eligible budget items:

- ❖ **Personnel:** salaries, benefits, and overtime.
- ❖ **Education and Awareness:** costs associated with community awareness and education.
- ❖ **Training:** costs associated with training for police services and their partners.
- ❖ **Equipment and I&IT:** costs associated with purchasing equipment and I&IT technology which supports police services initiative such as laptops, software, cellphones, vehicles, GPS, and other tracking/surveillance equipment, etc.
- ❖ **Other:** additional costs associated with the implementation of the initiative (e.g., cell phone usage costs, office supplies, etc.).

Note: funding can be utilized towards offsetting costs of external partners for the above budget items / activities related to the initiative.

What is not eligible - the PAT Grant will not cover expenses related to:

- ❖ Out of province expenses (e.g., travel);
- ❖ Non-police related initiatives;
- ❖ Automated Licence Plate Recognition (ALPR) technology;
- ❖ Contractual work (i.e., third party services, external consultants);
- ❖ Facial recognition technology; and/or
- ❖ Body-worn cameras.

Initiative Timeline:

- ❖ Funding is provided on a one-time basis only. If successful for funding, recipients will have until March 31, 2026, to complete their initiative. It is anticipated that the ministry will notify applicants of its funding decision in Fall 2023. Please take this into consideration when planning for your initiative.

FUNDING & MULTIPLE APPLICATIONS

Funding under the PAT Grant will be available for a three-year period (i.e., FYs 2023-24 to 2025-26). Eligible police services/boards can submit applications for initiatives that will take place within the three-year grant cycle.

The PAT Grant is a competitive application process, and there is \$6 million available in funding annually. To maximize funding and ensure a proportionate distribution across police services/boards, **the maximum funding for each application is \$900,000 over three years, up to \$300,000 per fiscal year.** However, applications submitted in partnership with multiple police services/boards may request funds to a maximum of \$1,800,000 over three years, up to \$600,000 per fiscal year, for each application.

Please note that **total funding requests for each fiscal year must be spent within that fiscal year and cannot be carried over to the next fiscal year** (e.g., funding requested for 2023-24 must be spent on activities taking place between April 1, 2023, and March 31, 2024).

Police services/boards can submit a **maximum of two applications.** Please note that joint applications with other police service(s) count as an application for your police service/board.

LENGTH OF APPLICATION FORM

Application forms have character limits in each section. Please adhere to these limits.

Please do not include any attachments or website addresses as part of your responses. They will **not** be reviewed.

OUTCOMES & PERFORMANCE INDICATORS

To demonstrate success of initiatives funded under the PAT Grant, successful recipients will be required to report to the ministry on both provincial and local outcomes.

Provincially Identified Outcomes:

To consistently demonstrate provincial outcomes, the ministry will require funding recipients to report back on the following provincially identified outcomes and performance indicators. It is mandatory for recipients to report on **all** performance indicators associated with outcome #1-5 below. For applicable initiatives, police services/boards must also report on **all** the performance indicators associated with outcome #6 below.

#	Outcomes	Performance Indicators (to measure outcome)
1	Project/Program Coverage – Number of services/activities	<ul style="list-style-type: none"> ○ Number of auto theft investigations
2	Project/Program Administrative Costs	<ul style="list-style-type: none"> ○ Total amount spent on administration of the program ○ Total initiative allocation (\$)
3	Project/Program Impact – Decrease in motor vehicle theft	<ul style="list-style-type: none"> ○ Number of motor vehicles reported stolen
4	Decrease in overall auto theft crimes	<ul style="list-style-type: none"> ○ Number of motor vehicles reported stolen (note: this indicator is a duplicate of “Project/Program Impact”) ○ Number of stolen vehicles seized ○ Number of stolen vehicles recovered ○ Number of technological assets seized ○ Number of auto theft investigations (note: this indicator is a duplicate of “Project/Program Coverage”) ○ Number of auto theft investigations where organized crime may be involved ○ Number of auto theft investigations that involve: <ul style="list-style-type: none"> ▪ Controlled drug and substances ▪ Firearms and other weapons ▪ Homicide, murder, and manslaughter ▪ Assault
5	Increased apprehension of individuals and/or identification of organized crime groups partaking in auto theft and related violent crimes	<ul style="list-style-type: none"> ○ Number of individuals charged with motor vehicle theft ○ Number of individuals charged with motor vehicle theft where organized crime may be involved ○ Number of auto theft investigations that lead to Criminal charges ○ Number of auto theft investigations where organized crime may be involved that lead to Criminal charges ○ Number of <i>Criminal Code</i> charges laid (charges listed below) stemming from auto theft investigations: <ul style="list-style-type: none"> ▪ Motor vehicle theft charges ▪ Controlled drug and substances ▪ Firearms and other weapons ▪ Homicide, murder, and manslaughter ▪ Assault

		<ul style="list-style-type: none"> ○ Number of <i>Criminal Code</i> charges laid (charges listed below) stemming from auto theft investigations where organized crime may be involved <ul style="list-style-type: none"> ▪ Motor vehicle theft charges ▪ Controlled drug and substances ▪ Firearms and other weapons ▪ Homicide, murder, and manslaughter ▪ Assault
6	<p>Increased public awareness regarding protection from auto theft</p>	<ul style="list-style-type: none"> ○ Number of police services partaking in auto theft awareness campaign(s) as part of the initiative ○ Number of community agencies/partners partaking in auto theft awareness campaign(s) as part of the initiative ○ Number of auto theft awareness campaigns implemented ○ Number of awareness campaigns conducted that were based online ○ Number of social media posts for online-based public awareness campaign(s) ○ Number of total views for online-based public awareness campaign(s)

Please note that **local data** should be used to demonstrate performance on provincially identified outcomes.

Locally Identified Outcomes:

In addition to the provincially identified outcomes above, applicants are required to identify local outcomes and performance indicators that reflect your specific initiative. Where applicable, ensure that outcomes and performance indicators reflect input from partners.



TIP: Expected **Outcomes** are the positive impacts or changes your activities are expected to make in your community.

Additional Information:

- A **performance indicator** is an observable, measurable piece of information (i.e., numeric result) about a particular outcome, which shows to what extent the outcome has been achieved.
- **Quantitative** indicators are numeric or statistical measures that are often expressed in terms of unit of analysis (e.g., frequency of, percentage of, ratio of, variance with).
- **Qualitative** information is non-measurable information that describes attributes, characteristics, properties, etc. It can include descriptive judgments or perceptions (e.g., program participants' verbal or written feedback) measured through an open-ended questionnaire or an interview.
- **Target** is the planned result to be achieved within a particular time frame. Along with the baseline, this provides an anchor against which current performance results can be compared. Reasonable targets are challenging but achievable.

- **Baseline** data is information captured initially to establish the starting point against which to measure the achievement of outcomes.
 - ✓ If you are requesting funding for an existing initiative, the baseline data for each performance indicator would be when data started to be consistently collected.
 - ✓ If you are requesting funding for a new initiative, the baseline would be when the initiative is implemented and data begins being collected (e.g., after year one of implementation).
 - ✓ If baseline data is not available when completing the application form, please indicate this by writing N/A on your application. However, successful police services will be required to identify baseline data at the time of the Interim Report for Year 1 (2023-24).

ASSESSMENT CRITERIA

Please review this section carefully as it includes important information that must be addressed in your application. Ensure you answer each component of every question in as much detail that is required and do not leave any questions blank.

The criteria for each section are outlined below, as well as the associated points for scoring. All eligible applications will be assessed and scored based on the following:

1) Initiative Summary (2 points):

- ✓ Provide a brief description of your initiative and explain how it is new or the new component.

2) Demonstrated Need: Indicate the need for your initiative and ministry funding. (6 points)

- ✓ Indicate the need for your initiative in the community including reliable statistics and evidence that demonstrates the need (e.g., # auto thefts). (2 points)
 - Statistics/evidence may originate from Juristat Canada, police agencies, community partners, or through local findings (such as community surveys, consultations, conducting a gaps analysis, community safety and well-being plans, or equivalent).
- ✓ Indicate how your initiative will address this need. (2 points)
- ✓ Identify factors limiting your police service's ability to implement the initiative. Explain why funding is beyond current local capability. (2 points)

3) Initiative Workplan/Activities: Provide a comprehensive outline of the workplan and activities that will be implemented in each fiscal year as part of the initiative. (10 points)

- ✓ Complete the chart outlined in the application:
 - **Key Milestones:** Indicate the key milestones for your initiative. (2 points)
 - **Activities:** Describe in detail the activities that are associated with achieving your milestones, including the equipment and I&IT technology you will be purchasing and how it will support activities related to your initiative. (4 points)
 - **Timelines:** Clearly indicate the year your activities will be taking place (i.e., 2023-24, 2024-25, or 2025-26), as well as approximate timelines for your activities within each fiscal year. (2 points)
 - **Target Group:** Indicate the group(s) and/or individuals (i.e., your target audience) who will benefit from your key milestones/activities. Explain how. (2 points)
- ✓ Please ensure that your workplan/activities includes details on the primary components (e.g., investigative/enforcement) of your initiative, as well as the secondary components (e.g., education/training) if applicable.

4) New Initiative/Elements: Provide details on how this initiative is new and/or innovative. (3 points)

- ✓ Describe how your initiative is new and/or innovative to your service and if it is a best/promising practice. If applying for support for an existing initiative, describe the enhancements/new components of the initiative. (3 points)

5) Partnerships (if applicable): Provide an overview of the different partnerships that will be utilized during your initiative.

- ✓ **Reminder:** Applicants are encouraged to collaborate with different partners for their initiative to combat and prevent auto thefts. Collaboration with the automotive, shipping, and insurance sectors is strongly encouraged, where possible. **As part of the scoring criteria for applications, preference may be given to applications with strong multi-sectoral partnerships.**
- ✓ Complete the chart outlined in the application:
 - **Name:** Indicate the name of the agency/organization(s) that will be involved with the delivery of the initiative.
 - **Role:** Outline each partner's role in carrying out the initiative, including what activities they will be responsible to implement, how they will contribute to the success of your initiative, and whether funding will be used to support partners' activities.
 - **Description:** Provide a brief description of the agency/organization, including the sector that it belongs to.

6) Outcomes: Indicate the expected outcomes and associated performance indicators for your initiative. (10 points)

- ✓ **Reminder:** Successful recipients will be required to report on **all** performance indicators associated with outcome #1-5. For applicable initiatives, police services/boards must also report on **all** the performance indicators associated with outcome #6. Recipients will also be required to report on local outcomes and performance indicators that reflect your specific initiative.
- ✓ Complete the chart outlined in the application form for both the provincially identified and locally identified outcomes.
- ✓ For provincially identified outcomes, please indicate:
 - **Baselines:** Baseline data and date from which you will be able to assess change (please indicate N/A if baseline data does not exist yet). (1 point)
 - **Targets:** Targets you will use to assess achievement of the indicator and the date you would like to achieve this target. (1 point)
 - **Data sources:**
 - Identify which partner will collect each indicator. (1 point)
 - Identify your data source (e.g., what method will be used to collect the data). (1 point)
 - **Frequency of data collection:** Identify how often the data will be collected. (1 point)
- ✓ For locally identified outcomes, please indicate:
 - **Outcomes:** The local outcome(s) your initiative will be striving to achieve. (1 point)

- **Indicators:** Performance indicators that you will be measuring to achieve your outcome. (1 point)
- **Baselines:** Baseline data and date from which you will be able to assess change. (1 point)
- **Targets:** Targets you will use to assess achievement of the indicator and the date you would like to achieve this target. (1 point)
- **Data sources and frequency:** Identify which partner will collect each indicator, the data source (e.g., what method they will use), and how often the data will be collected. (1 point)
- ✓ **Note:** Please refer to the “Outcomes and Performance Indicator” section of the guidelines (page 5-8) for helpful tips on performance measurement.

7) Budget: Clearly itemize all expenditures associated with the initiative for each fiscal year of the grant cycle. (5 points)

- ✓ Clearly itemize all expenditures under the appropriate category. (2 points)
- ✓ Include a description for each budget item in the corresponding column. (3 points)
 - **Note:** Budget items without an associated description/explanation may not be funded.

APPLICATION REVIEW

As the PAT Grant program is a competitive application process, applications that qualify under the eligibility criteria will be reviewed by a multi-sectoral review committee. The review committee’s primary mandate will be to evaluate applications based on eligibility and assessment criteria. Recommendations are made for funding to the Solicitor General based on the strength of the applications and ability to meet grant objectives/outcomes.

CONTRACTUAL AGREEMENT

As part of the terms of funding, the ministry will enter into a contractual agreement with the police services boards approved for PAT Grant funding. Agreements will be for a three-year period – from 2023-24 to 2025-26. Funds will be released to the police services boards after the contractual agreement is signed by all parties. The funds must be used for the purposes described in the application and according to the terms of the contractual agreement. As part of the contractual agreement, recipients will be required to complete and submit yearly Interim and Final reports to the ministry. The release of funding instalments for each year of the grant cycle are dependent on submission/approval of these yearly Interim and Final reports.

Standard government procedures regarding grants will be followed. The contractual agreement will outline:

- purposes for which the grant funding will be used;
- commitments to be undertaken or specific activities to support the application;
- interim and final reporting dates, including performance indicators; and
- funding disbursement schedule.

APPLICATION SUBMISSION

The 2023-24 – 2025-26 PAT Grant cycle will be administered through the Transfer Payment Ontario (TPON) system, including the Call-for-Applications process (see TPON Instructions for Application Submission below).

While applications will be submitted and processed through TPON, please also **provide confirmation of your submission** including a copy of the completed application form (in its original format – not a scanned version) by email to Oleisha Burleigh at Oleisha.Burleigh@ontario.ca.

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.

APPLICATION DEADLINE

Completed application forms must be submitted on TPON and to the ministry by **4:00 p.m. (Eastern Standard Time) on August 21, 2023**.

Out of fairness to all applicants, submissions that are late or incomplete will not be considered for funding. No exceptions will be permitted.

If possible, applicants are recommended not to wait until the last day to submit their application and/or request support from Ministry staff. As the volume of requests tend to be very high on the application due date, there may be a delay in getting a response.

GENERAL AND TECHNICAL ASSISTANCE

For questions about the grant or application process or for technical assistance, please contact Steffie Anastasopoulos at Steffie.Anastasopoulos@ontario.ca, Natalie Brull at Natalie.Brull@ontario.ca, and Oleisha Burleigh at Oleisha.Burleigh@ontario.ca.

TPON INSTRUCTIONS FOR APPLICATION SUBMISSION

Transfer Payment Ontario (TPON) is the Government of Ontario's online transfer payment management system. It provides one window access to information about available funding, how to submit for Transfer Payment (TP) funding and how to track the TP status of your submission.

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 also 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](#)

NOTE: Google Chrome web browser and Adobe Acrobat Reader DC are required to access funding opportunities and download required forms from TP Ontario. For more information and resources visit the [Get Help](#) section of our website.

Technical Support

Transfer Payment Ontario Client Care support for external users is available from Monday to Friday 8:30 a.m. to 5:00 p.m. except for government and statutory holidays, at:

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