



City of Richmond

Report to Council

To: Richmond City Council
From: Mayor Malcolm Brodie
Chair, General Purposes Committee
Re: 2002 Richmond City Grants

Date: January 24th, 2002
File: 1085-01

The General Purposes Committee, at its meeting held on January 21st, 2002, considered the attached report, and recommends as follows:

Committee Recommendation

- (1) *That the grant amounts (identified in the report dated January 13th, 2002, from the Manager, Customer Services) for Health and Social Services applicants be approved, and the cheques disbursed for a total of \$252,200; on the understanding that the grants awarded to Big Brothers and Big Sisters would be amended to be \$3,600;*
- (2) *That the grants (identified in the report dated January 13th, 2002, from the Manager, Customer Services) for Cultural; Community Promotion and Summer Program applicants are approved and the cheques disbursed for a total of \$64,300; and*
- (3) *That the request for funding from the Richmond Kinsmen Club to purchase the lights and displays used as part of the "Nature Comes to Light" event held at the Nature Park each Christmas, be referred to staff for review and report to the General Purposes Committee in due course.*

Mayor Malcolm Brodie, Chair
General Purposes Committee

Attach.

VARIANCE

Please note that staff recommended the following:

- (1) That the grant amounts (identified in the report dated January 13th, 2002, from the Manager, Customer Services) for Health and Social Services applicants be approved, and the cheques disbursed for a total of \$252,200; and
- (2) That the grants (identified in the report dated January 13th, 2002, from the Manager, Customer Services) for Cultural; Community Promotion and Summer Program applicants are approved and the cheques disbursed for a total of \$64,300.

Staff Report

ORIGIN

City Council has the authority for providing financial assistance to community organizations under the Local Government Act. The City of Richmond Grants Policy (Policy 3705) (Attachment 1) outlines the principles and processes by which the grants are to be allocated.

The Grants report was referred back to staff to ensure the RCD received \$ 17,000 and the three applicants who were late (Richmond Christmas Hamper Fund, RADAT and Steveston Society) received same level as last year, without increasing 2002 grants budget. This report reflects those adjustments.

ANALYSIS

Advertisements were placed in the local newspapers advising the Richmond community of the grant process. Those who requested applications received them. The closing date for all applications was Friday October 12, 2001.

This year there were a total of thirty-nine (39) applicants. Of the 39 applicants, three came in after the October 12, 2001 deadline. The organizations that were late in applying were:

- RADAT;
- Steveston Community Society and
- Richmond Christmas Hamper Fund.

Staff has made provisions for the late applicants except for the Kinsmen Nature Comes to Light as their application arrived January 7, 2002 approximately three months after the deadline.

Another three organizations that applied for 2002 Grants were considered to be Category 2 in 2001. In the policy, Category 2 applicants who receive funding would not be eligible for funding for two subsequent years. The three organizations, which fall in this category, are:

- Family Childcare Society
- Hamilton Community Association
- Richmond Youth Concert Band.

Staff is recommending they be denied funding for the 2002 Year Grants so as not to compromise the integrity of the policy.

The remaining applicants were reviewed along with recommendations from Committee. The summary sheets are attached with recommendations for Council consideration.

Summary Review

The attached financial summary sheets (Appendix 1 and 2) provide further details. A summary of applications follows.

An overall review finds:

Total number of grant applications	39
Grants Denied (including late and Cat 2 Applicants)	7
Maintained at 2001 level	11
Reduced from 2001 level	9
Number of individuals impacted	300,000 (approximately)

(Some duplication exists with special events etc)

FINANCIAL IMPACT

The attached summary sheet (Attachment 2) details that the total grants funding for 2002 is \$316,500. This is comprised of Health, Social Services and other at \$252,200 and Cultural and Community/Summer Programs at \$64,300. The year 2002 operating budget has funding appropriated of \$316,500, which provides adequate funding to meet the staff recommendations.

CONCLUSION

The City Grant program is a way for the City to provide funding and assistance to organizations that provide required services to various residents of Richmond and who also meet the policy criteria. The amount of funds recommended for Council consideration is \$316,500.



Anne Stevens
Manager, Customer Services

AS2: as2

RICHMOND GRANTS POLICY

GENERAL PRINCIPLES:

The City of Richmond supports the enhancement of a positive quality of life for all its residents, and the Council recognizes that one means of helping to achieve this goal is through an annual grants program.

Applications from non-profit or registered charitable organizations and/or groups are eligible for a City grant on the basis that they:

- Offer projects, programs, services or events that have a demonstrated need in the community;
- Provide the greatest benefits to the highest number of Richmond residents;
- Exercise co-ordination and co-operation with other groups to prevent duplication of projects, programs, services or events;
- Provide evidence of having sought funding from a variety of sources;
- Promote volunteer participation and citizen involvement;
- Apply a "user pay" philosophy, where applicable;
- Use innovative approaches and techniques in addressing community issues;
- Provide documentation supporting the financial need for funding, including, but not limited to, the current financial statements of the applicant;
- Show real and financial need and demonstrate the impact that would occur following non-funding from the City;

and on the understanding that:

- Not all organizations meeting these general principles will automatically receive a grant or grant increase;
- Approval of a grant by the City in any particular year should not be viewed as an automatic ongoing source of annual funding;
- Grant renewals are not automatic, nor is any increase in funds;
- Grant approvals in a particular year, do not guarantee that grant requests in subsequent years will be successful;
- Only one application per year will be accepted per organization.

EXCLUSIONS FROM ELIGIBILITY FOR CITY GRANT:

- Applications from individuals;
- Activities which are restricted to people of specific religious or ethnic groups;
- Annual fund-raising campaigns, form letters requests or telephone campaigns;
- Building funds or capital construction campaigns;
- Debt retirement;
- Expenses related to attendance at seminars, workshops, symposiums, or conferences;
- Agencies which primarily fund other organizations.

GRANT REVIEW CONSIDERATIONS

Not all organizations meeting the criteria will automatically receive a grant. Grant allocations are dependent on the Grants budget established by City Council.

In reviewing grant applications and preparing recommendations for grant allocations, Council may give primary consideration to the following factors:

- Basic eligibility and demonstrated organizational efficiency, effectiveness and stability;
- Number of Richmond residents served;
- Quality of service;
- Financial need of the organization;
- Community interaction;
- Role and number of volunteers;
- Use of existing community services and facilities;
- Local input into governance.

DEFINITIONS OF ELIGIBLE GRANT CATEGORIES:

1. Applicable category for any application to be determined by Council.

Category 1 applicants must be deemed to be providing unique and essential services to the community of Richmond. Applicants must demonstrate how their services fit under this designation. Applicants who are deemed to be Category 1 applicants may apply for funding in subsequent years; and

Category 2 applicants who receive funding would not be eligible to apply or receive funding for two subsequent years.

2. Operating Assistance

Regular operating expenses or core budgets of established organizations, including supplies and equipment; heat; light; telephone; photocopying; rent; and administrative support salaries.

3. Projects

One-time-only projects which respond to health, social and cultural needs within Richmond, have a specific set of goals and objectives, and which have a defined start and finishing date.

4. Programs and Services

Ongoing programs and services which contribute to the health and social well being of Richmond residents, or which contribute to the general interest and advantage of the City.

5. Events (Community Promotion)

Events which enhance and contribute to the cultural life of Richmond, which promote community involvement and spirit, and which have a defined start and finishing date (but may also be held annually), and which promote Richmond outside the City.

6. Council Discretion

Council may, at its discretion, award grants to groups which offer a service deemed by Council to be of value to the City, or to community committees whose mandate is to function for the good of the City and its residents.

City of Richmond
2002 GRANT APPLICATIONS

Cat. 1999	Cat. 2000	Cat. 2001	Applicant	2000 Granted	2001 Granted	2002 Requests	2002 Recommended
HEALTH, SOCIAL SERVICES & OTHER - Kari Huhtala							
1	1	1	Big Brothers of Greater Vancouver	4,500	4,400	4,500	3,600
1	1	1	Big Sisters of BC Lower Mainland	7,500	6,800	7,500	3,600
	1	1	BC Paraplegic Association	3,500	3,500	6,500	3,500
	1		Canadian Guide Dogs for the Blind	1,000	0	0	
1	1	1	Canadian Mental Health (Pathways)	18,000	18,000	24,000	17,500
	2		Canadian Red Cross Prevention Serv.	1,000	0	0	
1	1	1	CHIMO	43,000	43,000	49,000	42,000
1	1	1	Family Services of Greater Vancouver	70,000	68,000	68,000	65,000
1	1	1	Heart of Richmond Aids Society	2,500	2,500	6,800	2,500
	2		Katherine Sanford Housing Society	0	0	0	
1	1L	1	Rmd. Alcohol Drug Action Team (RADAT)	7,500	7,500	10,000	7,500
1	1	1	Rmd. Carefree Society	750	750	1,500	750
		2	Rmd. Caring Place Society	0	0	0	
			Rmd. Chinese Mental Health Support Group	0	0	7,000	0
	2	2	Rmd. Christmas Hamper Fund	0	0	5,000	1,500
1	1	1	Rmd. Committee on Disability	1,000	1,500	70,000	17,000
1	1	1	Rmd. Connections/Volunteer Richmond	38,000	38,000	54,500	37,000
1	1	1	Rmd. Family Place Society	18,000	18,000	18,000	16,500
2		2	Rmd. Family Childcare Society	0	0	3,500	0
1	1L	1	Rmd. Hospice Association	4,500	4,500	7,000	4,500
1	1	1	Rmd. Mother and Child Care Soc.	3,500	0	0	
1	1	1	Rmd. Multicultural Concerns Soc.	8,000	8,000	13,200	7,500
	1		Rmd. Multicultural Seniors Soc.	0	0	0	
2	1		Rmd. Soc. for Community Living	2,000	0	0	
1	1	1	Rmd. Youth Service Agency	13,950	18,000	25,000	17,000
1	1	1	Rmd. Therapeutic Equestrian Soc	1,000	1,500	26,964	2,000
2		2	Rmd. Women's Resource Centre	0	0	7,000	1,000
			SUCCESS	0	0	14,230	1,000
	1		Touchtone Family Association	0	2,500	0	
1	1	1	Visually Impaired (VIP)	1,000	1,250	2,000	1,250
			Total	250,200	247,700	431,194	252,200

City of Richmond
2002 GRANT APPLICATIONS

Cat. 1999	Cat. 2000	Cat. 2001	Applicant	2000 Granted	2001 Granted	2002 Requests	2002 Recommended
		2	Always There- Home Support Society		500		
			Canadian Vocal & Performing Arts Soc		0		
	1	2	Community Arts Council	0	0		
1	1	1	East Richmond Community Assoc.	4,000	3,500		
		2	Fraserview Mennonite Brethren Church				
		2	Haihau Chinese Art Centre	0	0		
1	1	2	Hamilton Community Association	500	500	1,000	0
		2	Johnston School of Highland Dance Soc	0	700		
			Kehila Society of Richmond			3,494	0
		1	Kwantlen University College		0		
			Lulu Island Music Society			2,000	1,000
	1	2	Peking Opera Soc. Of Rmd	0	0		
1	1	1	Rmd. Art Gallery	1,000	900	2,535	900
		1	Richmond Chinese Community Society	0	1,500	9,000	1,500
	1		Rmd. Citizen's Crime Watch	500	0		
	1	1	Rmd. Community Orch & Chorus	1,000	700	1,300	700
			Richmond Curling Club			3,510	0
		2	Rmd. Gymnastics Assoc	0	1,500		
	1		Rmd. Homeless Cats	0	0	3,000	1,000
1	1	1	Rmd. Marine Rescue Soc	2,000	1,000	0	
1	1	1	Rmd. Singers	0	700	1,000	700
2			Rmd Sunrise Rotary Club	0			
	2L		Rmd Tennis Club	0			
2			Rmd. Weavers & Spinners	0	0	2,165	1,000
	1		Rmd. Youth Orchestra Soc.	500			
		2	Rmd. Youth Concert Band		800	1,500	0
		1	Scouts Canada - 18th Rmd		1,000	6,700	1,000
2			Sea Island Comm Assoc.		500	0	
1	1	1	Steveston Community Society (Salmon Fest)	5,800	4,000	10,000	4,000
		1	Steveston Historical Society			3,000	1,500
			West Richmond Soccer Club			2,000	0
			Total	15,300	17,800	52,204	13,300

Budget - \$316,500

City of Richmond
2002 GRANT APPLICATIONS

Cat. 1999	Cat. 2000	Cat. 2001	Applicant	2000 Granted	2001 Granted	2002 Requests	2002 Recommended
1	1	1	Comm Assoc. Summer Programs	51,000	51,000	52,000	51,000
			GRAND TOTALS	316,500	316,500	535,398	316,500



1.	Applicant	Big Brothers of Greater Vancouver	
2.	Grant Request	\$4,500	For: Operating Assistance
3.	Summary of Request	The grant will be used to recruit, screen, train, and support volunteer Big Brothers programs run by the organization's Richmond staff. It is part of the core funding to provide services in the Richmond area. The grant will support services to children and youth in need of attention, guidance, and support through a variety of community and school based mentoring programs. The grant supports services to boys and girls in Richmond, as well as Chinese mentoring programs. The agency targets boys aged 7 to 12 based on referrals from school counsellors, health professionals, and social workers in the community.	
4.	Category	1	
5.	No. of Richmond residents served by group	50; 8% of caseload serves Richmond residents. 5% growth projected.	
6.	Services received from City	N/A	
7.	Amount of Previous Year Grant and Spending Details	\$4,400 The grant was used primarily to recruit, screen, train, manage, and provide ongoing support to the volunteers and families to Richmond.	
8.	Reason for any increased grant request	\$400 less than requested last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$1,700,664	\$1,770,600
	Total Expenses	\$1,755,656	\$1,911,700
	Surplus or (Deficit)	\$ (54,992)	\$ (141,100)
	Accumulated Surplus or (Deficit)	\$ 0	\$ 0
	Grants Included in Total Revenue		
	Richmond Grant	\$ 4,400	\$ 4,800
	Other Grants (Federal, Provincial, Municipal)	\$ 85,259	\$ 85,100
	Total Grants	\$ 89,659	\$ 89,900
	Surplus:	\$ 0	
	Justification for Surplus:	The organization experienced a deficit for the year March 31, 2001.	
10.	Grant Recommendation	\$4,200	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Big Sisters of BC Lower Mainland	
2.	Grant Request	\$7,500	For: Op. Assistance/Program
3.	Summary of Request	This grant will be used solely for the salary of our Richmond counsellor to handle all new matches between Big and Little Sisters in Richmond, and outreach to the Chinese-Canadian community. This position works primarily with children from low-income, single parent families.	
4.	Category	1	
5.	No. of Richmond residents served by group	78; 11% of caseload serves Richmond residents. Projected growth 10%.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$6,800. The grant contributed to the salary and benefit cost for a professional counselor who manages a Richmond caseload of Big and Little Sister matches.	
8.	Reason for any increased grant request	The grant request in 2002 is \$1,500 less than requested last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus:	Most Recent Completed Fiscal Year \$546,050 \$519,509 \$ 26,541 \$119,361 \$ 7,500 \$103,810 \$111,310 \$124,618 (Current Fiscal Year) As a non-profit organization receiving funding from the federal government, it is important for the organization to create an annual budget with a surplus to allow for the volatility in government funding and for unexpected expenses. In 2001, the operating budget surplus was used for additional staffing to support the increased demand on programs and services and for capital repairs to the Big Sisters House. In 2002, the organization is forecasting a decline in government funding due to recent cutbacks that have been announced.	Budget for Current Fiscal Year \$488,559 \$483,302 \$ 5,257 \$124,618 \$ 6,800 \$105,435 \$112,235
10.	Grant Recommendation	\$3,000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Canadian Paraplegic Association (BC Paraplegic Association and BCPA)	
2.	Grant Request	\$6,500	For: Op. Assistance/Programs & Assistance
3.	Summary of Request	This grant will be used to deliver services to assist persons in Richmond with spinal cord injuries, and other physical disabilities to achieve independence, self-reliance and full community participation. The services include peer support and rehabilitation counselling, community advocacy and development, vocational and employment services, injury prevention and public awareness, case management and information services. The services focus on helping each individual client to acquire the skills and resources for an integrated and healthy community lifestyle.	
4.	Category	1	
5.	No. of Richmond residents served by group	225	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$3,500. The grant supported the delivery of the organization's core programs, and funded a portion of the staff position's salary, who co-ordinates program and service delivery to Richmond citizens with spinal cord injuries, and other physical disabilities.	
8.	Reason for any increased grant request	N/A	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$624,457	\$250,695
	Total Expenses	\$624,457	\$250,695
	Surplus or (Deficit)	\$ 0	\$ 0
	Accumulated Surplus or (Deficit)	<u>\$ 0</u>	<u>\$ 0</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$ 3,500	\$ 3,500
	Other Grants (Federal, Provincial, Municipal)	<u>\$171,468</u>	<u>\$198,100</u>
	Total Grants	<u>\$174,968</u>	<u>\$201,600</u>
	Surplus:	<u>\$ 0</u>	
	Justification for Surplus:		
10.	Grant Recommendation	\$3,500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Canadian Mental Health Association	
2.	Grant Request	\$24,000	For: Op. Assistance/Programs & Services
3.	Summary of Request	The grant will be used to deliver services to the members of Pathway Clubhouse. Pathway Clubhouse is a rehabilitation program for people with a mental illness in Richmond. Specifically, the funds would be used to aid in the day to day operation of Pathways Clubhouse, subsidize its rent, and allow the Clubhouse's Food Services Unit to subsidize the cost of daily lunches for members. The Clubhouse is open weekends and all public holidays for social/recreational activities and to provide support to members when most mental health services are closed. It also operates a Transitional Employment Program, which allows members to re-enter the paid workforce on the community.	
4.	Category	1	
5.	No. of Richmond residents served by group	241; 96% of total caseload services Richmond residents. 5% growth projected.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$18,000. The grant was used as noted in the above Summary of Request.	
8.	Reason for any increased grant request	Similar request as last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$360,309	\$366,829
	Total Expenses	\$373,649	\$371,829
	Surplus or (Deficit)	\$(13,340)	\$ (5,000)
	Accumulated Surplus or (Deficit)	<u>\$ 0</u>	<u>\$ 0</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$ 18,000	\$ 18,000
	Other Grants (Federal, Provincial, Municipal)	<u>\$294,722</u>	<u>\$304,722</u>
	Total Grants	<u>\$312,722</u>	<u>\$322,722</u>
	Surplus:	<u>\$ (5,000) Current Year</u>	
	Justification for Surplus:		
10.	Grant Recommendation	\$17,500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Chimo Crisis Services	
2.	Grant Request	\$49,000	For: Programs and Services
3.	Summary of Request	This grant is used to maintain the crisis phone lines (English, Mandarin & Cantonese), Suicide Intervention Counselling Program, and the Suicide Prevention Education Workshops, which have been serving Richmond residents for 27 years. In addition, the grant will assist with the operation of the Stepping Out Program designed to help build emotional resiliency among 11 and 12 years olds in preparation for adolescent years, which is now delivered in 7 to 10 schools annually.	
4.	Category	1	
5.	No. of Richmond residents served by group	18,000. Caseload serving Richmond residents (crisis & suicide counselling 100%; phone lines 75%; education programs 100%).	
6.	Services received from City	None for this grant. However, the agency does operate Nova Transition House, which is provided by the City for a \$1.00 per year rental.	
7.	Amount of Previous Year Grant and Spending Details	\$43,000. Grant spent as described in the Summary of Request.	
8.	Reason for any increased grant request	Similar to last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year Total Revenue \$1,190,633 Total Expenses \$1,204,296 Surplus or (Deficit) \$ (13,663) Accumulated Surplus or (Deficit) \$ <u>16,589</u> Grants Included in Total Revenue Richmond Grant \$ 43,000 Other Grants (Federal, Provincial, Municipal) \$ <u>934,240</u> Total Grants \$ <u>977,240</u> Surplus: \$ <u>16,589 (Current Year)</u> Justification for Surplus: Unexpected one time cost savings.	Budget for Current Fiscal Year \$1,301,042 \$1,301,042 \$ 0 \$ <u>16,589</u> \$ 43,000 \$ <u>910,179</u> \$ <u>953,179</u>
10.	Grant Recommendation	\$42,000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant		Family Services of Greater Vancouver																																																													
2.	Grant Request	\$68,000	For:	Op. Assistance/Programs & Services																																																												
3.	Summary of Request		This grant would be used for: Family Therapy Department to provide counselling and support services to families, couples and individuals. The targeted individuals are the poor and working poor (majority of clients who earn less than \$20,000); and VISAC to support sexual abuse and assault counselling, through community referrals, serving children, youth, and adults. The grant also offsets office rent (12% of annual rental cost) at Caring Place. Family Services has provided family counselling services for families in Richmond for over 22 years.																																																													
4.	Category		1																																																													
5.	No. of Richmond residents served by group		Family Therapy Department: 462 families (1,732 individuals), 2,199 referrals/information inquiries; VISAC: 342 residents. Represents 98% of caseload serving Richmond residents.																																																													
6.	Services received from City		None.																																																													
7.	Amount of Previous Year Grant and Spending Details		\$68,000. Grant spent, similarly as outlined in the Summary of Request.																																																													
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1.	Applicant	Heart of Richmond Aids Society	
2.	Grant Request	\$6,800	For: Operating Assistance
3.	Summary of Request	This grant will be used to cover the Society's operating costs (rent, utility, and office expenses). The Society's office is currently housed at the South Arm United Church, but will be required to find a new home in 2002. The Society offers support services to persons with HIV/AIDS in Richmond.	
4.	Category	1	
5.	No. of Richmond residents served by group	Approx. 75 individuals; 69% of the caseload services Richmond residents. A number of people living in South Vancouver have been attracted to the Society and its services.	
6.	Services received from City	The Society has the use of City facilities for its monthly Board meetings.	
7.	Amount of Previous Year Grant and Spending Details	\$2,500. The grant was used to cover the rent and utilities of the Society's office.	
8.	Reason for any increased grant request	Funding request similar to last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$13,161	\$54,000
	Total Expenses	\$14,616	\$54,300
	Surplus or (Deficit)	\$(1,455)	\$ (300)
	Accumulated Surplus or (Deficit)	\$ 795	\$ 495
	Grants Included in Total Revenue		
	Richmond Grant	\$ 2,130	\$ 2,500
	Other Grants (Federal, Provincial, Municipal)	\$ 2,422	\$30,000
	Total Grants	\$ 4,552	\$32,500
	Surplus:	\$ 495	
	Justification for Surplus:	Each year there has been a small carry forward surplus.	
10.	Grant Recommendation	\$2,500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Alcohol & Drug Action Team Society (RADAT)	
2.	Grant Request	\$10,000	For: Programs and Services
3.	Summary of Request	The grant would be utilized for staff training and educational resources for our education series.	
4.	Category	1	
5.	No. of Richmond residents served by group	335 new orientations over the above existing clients; 99% caseload serves Richmond residents.	
6.	Services received from City	N/A	
7.	Amount of Previous Year Grant and Spending Details	\$7,500. The grant was used in augmenting the Youth Outreach program and offsetting the organization.	
8.	Reason for any increased grant request	Same as last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$1,069,045	\$1,154,029
	Total Expenses	\$1,066,288	\$1,132,561
	Surplus or (Deficit)	\$ 2,757	\$ 21,468
	Accumulated Surplus or (Deficit)	\$ _____	\$ _____
	Grants Included in Total Revenue		
	Richmond Grant	\$ 7,500	\$ 10,000
	Other Grants (Federal, Provincial, Municipal)	\$ 989,033	\$ 994,029
	Total Grants	\$ 996,533	\$1,004,029
	Surplus:	\$ 21,468	
	Justification for Surplus:	One of the organization's programs had a staff termination and part of the surplus was due to the waiting period for a new hiring. Part of the surplus was for planned Board development that is just now commencing and will continue in the next fiscal year.	
10.	Grant Recommendation	\$7500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Carefree Society	
2.	Grant Request	\$1,500	For: Operating Assistance
3.	Summary of Request	The grant is used to fund for mandatory insurance and bus rental. The Society provides an integrated play program for children with special needs aged 3 months to 3 years.	
4.	Category	1	
5.	No. of Richmond residents served by group	22 families; 100% caseload serves Richmond residents.	
6.	Services received from City	Use of East Richmond Community Hall.	
7.	Amount of Previous Year Grant and Spending Details	\$750. The grant was used to fund for mandatory insurance and bus rental.	
8.	Reason for any increased grant request	The 2002 funding request is \$500 greater than last year. To cover increases in insurance and bus rental costs.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$4,105.90	\$ 2,100
	Total Expenses	\$3,326.12	\$ 4,100
	Surplus or (Deficit)	\$ 779.78	\$ (2,000)
	Accumulated Surplus or (Deficit)	<u>\$ 779.78</u>	<u>\$ (2,000)</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$ 750	\$ 750
	Other Grants (Federal, Provincial, Municipal)	<u>\$ 0</u>	<u>\$ 0</u>
	Total Grants	<u>\$ 750</u>	<u>\$ 750</u>
	Surplus:	<u>\$ 0</u>	
	Justification for Surplus:		
10.	Grant Recommendation	\$750	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Chinese Mental Health Support Group	
2.	Grant Request	\$7,000	For: Programs and Services
3.	Summary of Request	This grant would offer health programs and services that will contribute to social and cultural needs of Chinese residents in Richmond. These programs include: peer counselling, mental health awareness workshops, Tai Chi classes, music groups, translation services and planned parenthood education services.	
4.	Category	2, as other mainstream community services provide similar health programs and services.	
5.	No. of Richmond residents served by group	No actual numbers noted, although the caseload mentioned would represent 100% Richmond residents.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$0.	
8.	Reason for any increased grant request	N/A	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year Total Revenue \$6,770 Total Expenses \$ 250 Surplus or (Deficit) \$6,510 Accumulated Surplus or (Deficit) <u>\$6,510</u> Grants Included in Total Revenue Richmond Grant \$ 0 Other Grants (Federal, Provincial, Municipal) <u>\$ 0</u> Total Grants <u>\$ 0</u> Surplus: <u>\$ 750 (Current Year)</u> Justification for Surplus: No comment.	Budget for Current Fiscal Year \$35,400 \$41,160 \$(5,760) <u>\$ 750</u> \$ ☆ \$ ☆ \$ ☆
10.	Grant Recommendation	\$0	
11.	Assessor	Kari Huhtala Senior Planner	

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1.	Applicant	Richmond Committee on Disability	
2.	Grant Request	\$70,000	For: Programs and Services
3.	Summary of Request	This grant will be used to cover costs of providing programs and expanding current services at the RCD's Disability Resource Centre. These programs include: specialized information and referral services, skills training programs (life skills, employment skills, etc.), peer activity programs, as well as social and recreational programs.	
4.	Category	1	
5.	No. of Richmond residents served by group	8,000. 95% caseload represents Richmond residents.	
6.	Services received from City	The Society receives photocopying assistance four times a year, as well as the use of the Lecture Hall for special events. The City has also assigned the services of the Co-ordinator of Special Needs and a recreational programmer as information and liaison resources on issues related to special needs.	
7.	Amount of Previous Year Grant and Spending Details	\$1,500. The grant was used for the provision of special needs programs from the RCD Disability Resource Centre. The Society also received a one time Gaming Grant of \$25,000 to develop a program for people with disabilities relating to addiction and its prevention, as well as to assist people with disabilities who already have an addiction problem.	
8.	Reason for any increased grant request	This year's grant request represents an increase for \$20,000 from last year. No specific rationale for the increased amount is presented. It is assumed that this increase is to cover the cost of operating the RCD Disability Resource Centre.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$114,857	\$417,777
	Total Expenses	\$116,854	\$477,777
	Surplus or (Deficit)	\$ (1,997)	\$ 0
	Accumulated Surplus or (Deficit)	\$ (1,997)	\$ 0
	Grants Included in Total Revenue		
	Richmond Grant	\$ 1,500	\$ 70,000
	Other Grants (Federal, Provincial, Municipal)	\$ 7,079	\$ 0
	Total Grants	\$ 8,579	\$ 70,000
	Surplus:	\$ 0	
	Justification for Surplus:		
10.	Grant Recommendation	\$17000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant		Volunteer Richmond Information Services Society	
2.	Grant Request	\$54,500	For:	Op. Assistance/Programs and Services/Events
3.	Summary of Request		The grant would be used to 1) Cover both operating expenses for the Society as well as costs involved with running the Volunteer and Information (i.e. supplies, telephone, rent, photocopying, postage, and program/administration support salaries). 2) Continued development and implementation of volunteer leadership training and volunteer management programs (i.e. training for managers/co-ordination of volunteers, board education and training, and City-wide training day for volunteers, etc.). 3) Support the 2 nd Annual Volunteers is Stars Gala Dinner and Awards.	
4.	Category		1	
5.	No. of Richmond residents served by group		Referrals 45,000+ inquiries; over 5,000 visits; 2,500+ brochures distributed; 4,600 volunteer referrals; 900+ volunteer requests; 38,000 volunteer hours; etc.; 100% caseload serves Richmond residents.	
6.	Services received from City		Free use of Brighthouse Park Pavilion for the Christmas Fund during December.	
7.	Amount of Previous Year Grant and Spending Details		\$38,000. The grant was used similarly as the present grant request described in the "Summary of Request" section.	
8.	Reason for any increased grant request		Similar request as last year. The organization does need additional City support to support the organization's continued growth of existing core services and to support the continued development and enhancement of the services provided to the community.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified		Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue		\$632,187	\$672,984
	Total Expenses		\$575,572	\$672,984
	Surplus or (Deficit)		\$ 56,615	\$ 0
	Accumulated Surplus or (Deficit)		\$ _____ ✱	\$ 0
	Grants Included in Total Revenue			
	Richmond Grant		\$ 38,000	\$ 38,000
	Other Grants (Federal, Provincial, Municipal)		\$223,777	\$216,038
	Total Grants		\$261,777	\$254,038
	Surplus:		\$ 0 ✱	
	Justification for Surplus:		N/A	
10.	Grant Recommendation		\$37,000	
11.	Assessor		Kari Huhtala Senior Planner	



1.	Applicant	Richmond Family Place Society	
2.	Grant Request	\$18,000	For: Op. Assistance/Programs and Services
3.	Summary of Request	The grant will be used to supplement the operating costs of the Healthy Start Drop-in Program, which is a pre-school program that focuses on the interaction between the parent and child. The grant is also used to cover regular operating expenses. Richmond Family Place provides an informal drop-in for parents and their pre-schoolers in Richmond.	
4.	Category	1	
5.	No. of Richmond residents served by group	13,000; 99.9% caseload serves Richmond residents.	
6.	Services received from City	Property lease, lawn maintenance, and free parking.	
7.	Amount of Previous Year Grant and Spending Details	\$18,000. The grant was used as described under the Summary of Request above.	
8.	Reason for any increased grant request	N/A The grant will be used to supplement the operating costs of the Healthy Start Drop-in Program, which is a pre-school program that focuses on the interaction between the parent and child. The grant is also used to cover regular operating expenses. Richmond Family Place provides an informal drop-in for parents and their pre-schoolers in Richmond.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$306,059	\$345,046
	Total Expenses	\$288,114	\$345,046
	Surplus or (Deficit)	\$ 17,945	\$ 0
	Accumulated Surplus or (Deficit)	\$ 21,069*	\$ 0
	Grants Included in Total Revenue		
	Richmond Grant	\$ 18,000	\$ 18,000
	Other Grants (Federal, Provincial, Municipal)	\$138,893	\$146,948
	Total Grants	\$156,893	\$164,948
	Surplus:	\$	
	Justification for Surplus:	* No surplus, program expenses carried over to next fiscal year. The Society also has a capital fund with \$51,043 for future building costs.	
10.	Grant Recommendation	\$16,500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Family Childcare Society	
2.	Grant Request	\$3,500	For: Event
3.	Summary of Request	This grant would be used to provide an annual Christmas Party and picnic for families and caregivers.	
4.	Category	2, as other organizations provide similar services.	
5.	No. of Richmond residents served by group	No numbers specifically mentioned, although the Society's caseload caters to 100% Richmond residents.	
6.	Services received from City	Uses of Thompson Community Centre for monthly meetings.	
7.	Amount of Previous Year Grant and Spending Details	\$0.	
8.	Reason for any increased grant request	N/A	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year Total Revenue \$ 9,991.66 Total Expenses \$12,384.57 Surplus or (Deficit) \$ (2,415) Accumulated Surplus or (Deficit) <u>\$ (2,415)</u>	Budget for Current Fiscal Year \$13,960 \$13,960 \$ 0 <u>\$ 0</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$ 0	\$ 3,360
	Other Grants (Federal, Provincial, Municipal)	<u>\$ 0</u>	<u>\$ 0</u>
	Total Grants	<u>\$ 0</u>	<u>\$ 3,360</u>
	Surplus:	<u>\$ 0</u>	
	Justification for Surplus:	Given the various other broader serving community grant requests and limitation of funds, it is recommended that this request not be supported as its primary use is to provide for social event for staff and parents.	
10.	Grant Recommendation	\$0	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Hospice Association	
2.	Grant Request	\$7,000	For: Op. Assistance/Programs and Services/Events
3.	Summary of Request	1) Hire an executive director. 2) Get a larger facility for the Association's enhanced programs. 3) Cover operating of two part-time salaries and administration expenses and education material. 4) Programs and services: a) twice yearly 30 hour training program of visiting volunteers, b) support and information and ongoing training of our visiting volunteers, and c) training and support material for our Bereavement Programs. 5) "Celebration of Life" program to take place in Richmond malls.	
4.	Category	1	
5.	No. of Richmond residents served by group	345; 100% of caseload represents Richmond residents.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$4,500. The grant was spent on the Association's operating expenses.	
8.	Reason for any increased grant request	N/A	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$46,750	\$47,000
	Total Expenses	\$30,980	\$45,600
	Surplus or (Deficit)	\$15,770	\$ 1,400
	Accumulated Surplus or (Deficit)	\$97,147	\$87,000
	Grants Included in Total Revenue		
	Richmond Grant	\$ 4,500	\$ 4,500
	Other Grants (Federal, Provincial, Municipal)	\$ 0	\$ 0
	Total Grants	\$ 4,500	\$ 4,500
	Surplus:	\$87,000	
	Justification for Surplus:	The surplus is earmarked to acquire a larger facility and to do the studies to determine the need (Business Plan).	
10.	Grant Recommendation	\$4,500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Multicultural Concerns Society	
2.	Grant Request	\$13,200	For: Operating Assistance
3.	Summary of Request	The grant will be used to cover costs for a project co-ordinator, the Society's facility rental, and general office and administration expenses (supplies, utilities, telephone, photocopying, and insurance).	
4.	Category	1	
5.	No. of Richmond residents served by group	21,000; 98% caseload serves Richmond residents.	
6.	Services received from City	Use of the meeting rooms at Brighthouse Park and community centres free of rental charge.	
7.	Amount of Previous Year Grant and Spending Details	\$8,000. The grant contributed the Society's administration and overhead costs to provided direct settlement services, cross cultural understanding workshops, ESL training, and childminding services to parents in ESL classes.	
8.	Reason for any increased grant request	Similar to last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$504,800	\$479,733
	Total Expenses	\$527,501	\$479,733
	Surplus or (Deficit)	\$ (22,701)	\$ 0
	Accumulated Surplus or (Deficit)	<u>\$109,226</u>	<u>\$109,226</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$ 8,000	\$ 8,000
	Other Grants (Federal, Provincial, Municipal)	<u>\$381,617</u>	<u>\$365,866</u>
	Total Grants	<u>\$389,017</u>	<u>\$373,866</u>
	Surplus:	<u>\$109,226</u>	
	Justification for Surplus:	This surplus includes \$14,384 in fixed assets, and \$94,842 in cash. The surplus has been set aside as a cushion to cover unforeseen Society operating expenses as a result of senior government program budget cutbacks.	
10.	Grant Recommendation	\$7,500	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Youth Services Agency	
2.	Grant Request	\$25,000	For: Programs and Services
3.	Summary of Request	This grant will be used to continue the program on connecting youth to community resources that meet with their needs. Due to some of their past experiences, they are wary of offers of support. In addition, these youth often lack the ability to get to the resources even if they do know about them. A skilled youth outreach worker is able to link these youth to the connections they need. The youth outreach work is able to use the trust and rapport that they have developed with these youth to transition them effectively into longer term services such as alternative school environments, work programs, drug and alcohol programs, family mediation services, sexual abuse counselling, etc.	
4.	Category	1	
5.	No. of Richmond residents served by group	250; 100% caseload serves Richmond residents.	
6.	Services received from City	N/A	
7.	Amount of Previous Year Grant and Spending Details	\$18,000. The grant was used to retain a youth outreach worker to assist youth in making use of existing community resources such as food banks, drug and alcohol counselling, employment programs and alternative educational resources within the school district.	
8.	Reason for any increased grant request	Same grant request as last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$ 93,207	\$104,681
	Total Expenses	\$ 97,980	\$121,740
	Surplus or (Deficit)	\$ (4,773)	\$ (17,059)
	Accumulated Surplus or (Deficit)	<u>\$(14,144)</u>	<u>\$(31,203)</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$ 96,966	\$ 18,000
	Other Grants (Federal, Provincial, Municipal)	<u>\$ 78,241</u>	<u>\$ 86,681</u>
	Total Grants	<u>\$ 93,207</u>	<u>\$104,681</u>
	Surplus:	\$	
	Justification for Surplus:	N/A	
10.	Grant Recommendation	\$17,000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Therapeutic Equestrian Society	
2.	Grant Request	\$26,964	For: Programs and Services
3.	Summary of Request	The grant will be used to: 1) Expand the recreational therapeutic horseback riding program to include up to three times the number of children and youth with disabilities than have been able to participate in the past. 2) Train volunteers, as twice as many volunteers will be required. 3) Cover added costs of a CanTRA certified instructor to oversee the riding sessions, horses, and equipment at the new Twin Oaks Riding Centre.	
4.	Category	1	
5.	No. of Richmond residents served by group	125: 94% of caseload serves Richmond residents.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$1,500. The grant was used to cover some of the program costs.	
8.	Reason for any increased grant request	The budget request is approximately 50% less than requested last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year Total Revenue \$65,459.29 Total Expenses \$86,290.32 Surplus or (Deficit) \$(20,831.03) Accumulated Surplus or (Deficit) \$ 0	Budget for Current Fiscal Year \$119,506 \$119,506 \$ 0 \$ 0
	Grants Included in Total Revenue		
	Richmond Grant	\$ 1,500	\$ 26,100
	Other Grants (Federal, Provincial, Municipal)	\$ 0	\$ 0
	Total Grants	\$ 0	\$ 26,100
	Surplus:	\$ 0	
	Justification for Surplus:	The City Grant budget does not have sufficient funds to seriously consider this request without impacting other community grant requests and programs. Therefore, a grant of \$1,500 is recommended similar to last year.	
10.	Grant Recommendation	\$2,000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	Richmond Women's Resource Centre Association	
2.	Grant Request	\$7,000	For: Operating Assistance
3.	Summary of Request	The grant would be used towards the centre's operating expenses so we can continue to provide programs, services, and a place where woman can come to get support and information which enables them to be active, healthy citizens and contribute positively to their families and community.	
4.	Category	2, as other community organizations offer programs and services to women.	
5.	No. of Richmond residents served by group	6,310; 98% caseload serves Richmond residents.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$0.	
8.	Reason for any increased grant request	N/A	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus:	Most Recent Completed Fiscal Year \$144,878 \$133,244 \$ 11,634 <u>\$ 11,634</u> \$ 0 <u>\$ 88,616</u> <u>\$ 88,616</u> <u>\$ 0</u>	Budget for Current Fiscal Year \$144,727 \$144,832.78 \$ 105.78 <u>\$ 105.78</u> \$ 7,000 <u>\$ 70,724</u> <u>\$ 77,724</u>
10.	Grant Recommendation	\$1,000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	SUCCESS (Richmond Office)	
2.	Grant Request	\$14,230	For: Operating Assistance
3.	Summary of Request	The grant will be used to meet 70% of the salary of a full time clerk/receptionist in the SUCCESS Richmond office. The tasks of this position are to: 1) Manage the reception desk to provide information, resources referral, from filling and interpretation services to non-English speaking Chinese Richmond residents, who are mostly new immigrants, seniors, women, and families. 2) Provide clerical and general support to other staff members of the office in their projects and programs. The organization also provides translations and interpretations for the City on various City initiatives to the public.	
4.	Category	1	
5.	No. of Richmond residents served by group	8,000; 90% caseload serves Richmond residents.	
6.	Services received from City	None.	
7.	Amount of Previous Year Grant and Spending Details	\$0.	
8.	Reason for any increased grant request	N/A	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus:	Most Recent Completed Fiscal Year \$346,559 \$407,034 \$ (60,475) \$ _____ \$ 0 \$157,479 \$157,479 \$ (50,126) N/A	Budget for Current Fiscal Year \$376,548 \$426,674 \$ (50,126) \$ _____ \$ 0 \$160,102 \$160,102
As SUCCESS does assist the City with translations and interpretations, it is recommend they receive \$1,000.			
10.	Grant Recommendation	\$1,000	
11.	Assessor	Kari Huhtala Senior Planner	



1.	Applicant	VIP Club of Richmond	
2.	Grant Request	\$2,000	For: Operating Assistance
3.	Summary of Request	The grant will be used to pay for all or part of rent, telephone, and insurance costs associated with the organization's tenancy at the Caring Place.	
4.	Category	1	
5.	No. of Richmond residents served by group	95; 95% caseload serves Richmond residents.	
6.	Services received from City	The use of Minoru Park track and stadium for the organization's annual walkathon "The Margaret Blaylock Memorial Walk".	
7.	Amount of Previous Year Grant and Spending Details	\$1,250. The grant was applied against the rent of the organization's office in the Caring Place.	
8.	Reason for any increased grant request	Same as last year.	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$9,026.30	\$6,005.00
	Total Expenses	\$7,842.20	\$6,615.00
	Surplus or (Deficit)	\$1,184.10	\$ (610.00)
	Accumulated Surplus or (Deficit)	<u>\$4,789.06</u>	<u>\$4,179.06</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$1,250.00	\$2,000.00
	Other Grants (Federal, Provincial, Municipal)	<u>\$ 0</u>	<u>\$ 0</u>
	Total Grants	<u>\$1,250.00</u>	<u>\$2,000</u>
	Surplus:	<u>\$4,179.06</u>	
	Justification for Surplus:	For computer software, peripherals, and furniture to permit blind and visually impaired persons to learn how to access and use the Internet and email.	
10.	Grant Recommendation	\$1,250	
11.	Assessor	Kari Huhtala Senior Planner	

APPENDIX 2



1.	Applicant	Hamilton Community Association	
2.	Grant Request	\$1000	For: Event
3.	Summary of Request	The annual Hamilton Picnic	
4.	Category	2	
5.	No. of Richmond residents served by group	900	
6.	Services received from City	Facility ,utilities and staff	
7.	Amount of Previous Year Grant and Spending Details	\$500 The association used the funds to offset the Picnic costs	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus: Not provided	Most Recent Completed Fiscal Year \$137,026 \$100,000 \$37,000 <u>\$128,000</u> \$500 \$ \$ \$ \$	Budget for Current Fiscal Year \$ \$ \$ \$ \$ \$ \$ \$
10.	Grant Recommendation	\$0 This event was classified as category 2 last year and is not considered an essential service.	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

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1.	Applicant	Kehila Jewish Day School Society	
2.	Grant Request	\$3494	For: Programs and Services
3.	Summary of Request	This request is to provide a nutritious lunch for seniors in a social setting to combat isolation and poor nutrition.. This program would provide kosher meals for the Seniors	
4.	Category	2	
5.	No. of Richmond residents served by group	39	
6.	Services received from City	None	
7.	Amount of Previous Year Grant and Spending Details	\$N/A	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$	\$19616
	Total Expenses	\$	\$20577
	Surplus or (Deficit)	\$	\$(961)
	Accumulated Surplus or (Deficit)	\$	\$
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	\$	\$
	Total Grants	\$	\$
	Surplus:	\$	
	Justification for Surplus:		
10.	Grant Recommendation	\$0. This program contravenes the policy under' exclusion from eligibility' - "activities which are restricted to people of specific religious or ethnic groups" . Staff have spoken to the Seniors Advisory committee regarding this request.	
11.	Assessor	Anne Stevens Manager, Customer Services	



1.	Applicant	Lulu Island Music Society	
2.	Grant Request	\$2000	For: Operating Assistance
3.	Summary of Request	This group was formally sponsored by Branch 5 Legion . The request would be to defray operating costs for the band.	
4.	Category	2	
5.	No. of Richmond residents served by group	They perform at a number of community events	
6.	Services received from City	None	
7.	Amount of Previous Year Grant and Spending Details	\$N/A	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus:	Most Recent Completed Fiscal Year \$14,754.69 \$13850.53 \$904.16 \$11234.94 \$ \$10,200 \$10,200 \$11,234	Budget for Current Fiscal Year \$ \$ \$ \$ \$ \$ \$
10.	Grant Recommendation	\$1000 this group has never applied for a grant and yet performs a good service in the community.	
11.	Assessor	Anne Stevens Manager, Customer Services	



1.	Applicant	Richmond Art Gallery	
2.	Grant Request	\$2535	For: Programs and Services
3.	Summary of Request	The RAG is developing an educational art program for families. Monies will support this program and facilitate this Sunday drop in program for low-income families.	
4.	Category	1	
5.	No. of Richmond residents served by group	Not known at this time	
6.	Services received from City	Art Gallery receives operating expenses and staffing from the City	
7.	Amount of Previous Year Grant and Spending Details	\$1500 Education programs at the Art Centre, honorariums.	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$112260	\$5035
	Total Expenses	\$147731	\$5035
	Surplus or (Deficit)	\$35471	\$
	Accumulated Surplus or (Deficit)	\$39471	\$
	Grants Included in Total Revenue		
	Richmond Grant	\$1500	\$2535
	Other Grants (Federal, Provincial, Municipal)	\$76000	\$2500
	Total Grants	77500	\$5035
	Surplus:	\$	
	Justification for Surplus:		
10.	Grant Recommendation	\$900. This program is new and will meet a need in the community for low-income families.	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	Richmond Chinese Community Society	
2.	Grant Request	\$9000	For: Events
3.	Summary of Request	The grant would be used in organising the Lunar New Year Celebration and the Mid Autumn Festival in 2002	
4.	Category	1	
5.	No. of Richmond residents served by group	5000	
6.	Services received from City	None	
7.	Amount of Previous Year Grant and Spending Details	\$1500 Funds were spent on the festivals	
8.	Reason for any increased grant request	Cost of putting on Events	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$152322	\$
	Total Expenses	\$101404	\$
	Surplus or (Deficit)	\$49918	\$
	Accumulated Surplus or (Deficit)	<u>\$100000</u>	<u>\$</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$1500	\$
	Other Grants (Federal, Provincial, Municipal)	<u>\$</u>	<u>\$</u>
	Total Grants	<u>\$</u>	<u>\$</u>
	Surplus:	<u>\$</u>	
	Justification for Surplus:	⊗	
10.	Grant Recommendation	\$1500. To support this cultural event	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	Richmond Community Orchestra and Chorus	
2.	Grant Request	\$1300	For: Programs and Services
3.	Summary of Request	To offset cost of putting of events. The orchestra performs concerts throughout the year at senior facilities and other community events	
4.	Category	1	
5.	No. of Richmond residents served by group	2150	
6.	Services received from City	None	
7.	Amount of Previous Year Grant and Spending Details	\$700 Funds were used to putting on various events in the community	
8.	Reason for any increased grant request	Cost of doing special events	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$43571	\$
	Total Expenses	\$64153	\$
	Surplus or (Deficit)	\$(20582)	\$
	Accumulated Surplus or (Deficit)	<u>\$19976</u>	<u>\$</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$700	\$
	Other Grants (Federal, Provincial, Municipal)	<u>\$1500</u>	<u>\$</u>
	Total Grants	<u>\$2200</u>	<u>\$</u>
	Surplus:	<u>\$</u>	
	Justification for Surplus:		
10.	Grant Recommendation	\$700	
11.	Assessor	Anne Stevens Manager, Customer Services	



1.	Applicant	Richmond Curling Club	
2.	Grant Request	\$3510	For: Project
3.	Summary of Request	Funds to be used to buy supplies to paint the front of the building. Labour is voluntary.	
4.	Category	2	
5.	No. of Richmond residents served by group	1200 use curling club	
6.	Services received from City	Property tax relief.	
7.	Amount of Previous Year Grant and Spending Details	\$None	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$285174	\$
	Total Expenses	\$293538	\$
	Surplus or (Deficit)	\$(8364)	\$
	Accumulated Surplus or (Deficit)	\$(33218)	\$
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	\$	\$
	Total Grants	\$	\$
	Surplus:	\$1.7 million	
	Justification for Surplus:	These funds are restricted for their building	
10.	Grant Recommendation	\$0 The lease between the City and the Winter club states that the winter club is responsible for the maintenance of the building and therefore staff are not recommending a grant.	
11.	Assessor	Anne Stevens Manager, Customer Services	



1.	Applicant	Richmond Homeless Cats	
2.	Grant Request	\$3000	For: Programs and Services
3.	Summary of Request	The money would be used to bring groups of seniors and mentally challenged to visit the shelter and interact with cats. The grant would allow the shelter to have safety equipment and first aid equipment for the visitors.	
4.	Category	2	
5.	No. of Richmond residents served by group	400-500	
6.	Services received from City	none	
7.	Amount of Previous Year Grant and Spending Details	\$none	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$164,847	\$127000
	Total Expenses	\$135,386	\$127000
	Surplus or (Deficit)	\$29461	\$
	Accumulated Surplus or (Deficit)	\$	\$0
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	\$	\$
	Total Grants	\$	\$
	Surplus:	\$	
	Justification for Surplus:		
10.	Grant Recommendation	\$1000	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant		The Richmond Singers																																		
2.	Grant Request	\$1000	For:	Project																																	
3.	Summary of Request		The funds would be used to purchase a new key board to replace our outdated one																																		
4.	Category	2																																			
5.	No. of Richmond residents served by group	4100																																			
6.	Services received from City	Rental space at the Cultural Centre																																			
7.	Amount of Previous Year Grant and Spending Details	\$700 Funds were used for guest artists for the 30 th anniversary concert																																			
8.	Reason for any increased grant request																																				
9.	<table border="0"> <thead> <tr> <th>BUDGET AND FINANCIAL SUMMARIES by Area Specified</th> <th>Most Recent Completed Fiscal Year</th> <th>Budget for Current Fiscal Year</th> </tr> </thead> <tbody> <tr> <td>Total Revenue</td> <td>\$38,605</td> <td>\$2500</td> </tr> <tr> <td>Total Expenses</td> <td>\$38,188</td> <td>\$2500</td> </tr> <tr> <td>Surplus or (Deficit)</td> <td>\$417</td> <td>\$</td> </tr> <tr> <td>Accumulated Surplus or (Deficit)</td> <td>\$18,200</td> <td>\$</td> </tr> <tr> <td colspan="3">Grants Included in Total Revenue</td> </tr> <tr> <td>Richmond Grant</td> <td>\$700</td> <td>\$</td> </tr> <tr> <td>Other Grants (Federal, Provincial, Municipal)</td> <td>\$1000</td> <td>\$1000</td> </tr> <tr> <td>Total Grants</td> <td>\$1700</td> <td>\$</td> </tr> <tr> <td>Surplus:</td> <td>\$</td> <td>\$</td> </tr> <tr> <td colspan="3">Justification for Surplus:</td> </tr> </tbody> </table>				BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year	Total Revenue	\$38,605	\$2500	Total Expenses	\$38,188	\$2500	Surplus or (Deficit)	\$417	\$	Accumulated Surplus or (Deficit)	\$18,200	\$	Grants Included in Total Revenue			Richmond Grant	\$700	\$	Other Grants (Federal, Provincial, Municipal)	\$1000	\$1000	Total Grants	\$1700	\$	Surplus:	\$	\$	Justification for Surplus:		
BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year																																			
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Total Grants	\$1700	\$																																			
Surplus:	\$	\$																																			
Justification for Surplus:																																					
10.	Grant Recommendation	\$700																																			
11.	Assessor	Anne Stevens Manager, Customer Services																																			



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	Richmond Weavers and Spinners Guild	
2.	Grant Request	\$2165	For: Programs and Services
3.	Summary of Request	Offset operating cost in order to purchase a harness loom	
4.	Category	2	
5.	No. of Richmond residents served by group	50	
6.	Services received from City	Rental space from the cultural centre	
7.	Amount of Previous Year Grant and Spending Details	\$0 as they were considered category 2	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$2369	\$2985
	Total Expenses	\$1441	\$2960
	Surplus or (Deficit)	\$928	\$25
	Accumulated Surplus or (Deficit)	<u>\$3649</u>	<u>\$3674</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	\$	\$
	Total Grants	<u>\$</u>	<u>\$</u>
	Surplus:	\$	
	Justification for Surplus:		
10.	Grant Recommendation	\$1000	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	Richmond Youth Concert Band	
2.	Grant Request	\$1500	For: Projects
3.	Summary of Request	A one day clinic for the students at Gateway. This request is the same as last year.	
4.	Category	2, for 2001 and 2002	
5.	No. of Richmond residents served by group	2500	
6.	Services received from City		
7.	Amount of Previous Year Grant and Spending Details	\$0	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus:	Most Recent Completed Fiscal Year \$18638 \$20408 \$(1769) 1 \$ \$ \$ \$ \$	Budget for Current Fiscal Year \$0 \$4945.00 \$ \$ \$ \$ \$ \$
10.	Grant Recommendation	\$0 as this group is designated Category 2 and will qualify in 2003	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	Scouts Canada –18 th Richmond	
2.	Grant Request	\$6700	For: Programs and Services
3.	Summary of Request	Camp fees; Annual Membership; Leader training;Supplies	
4.	Category	1	
5.	No. of Richmond residents served by group	26	
6.	Services received from City		
7.	Amount of Previous Year Grant and Spending Details	\$1000 Funds were used for camp fees for Cubs and Beavers	
8.	Reason for any increased grant request	Cost of doing business	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$6598	\$
	Total Expenses	\$6526	\$
	Surplus or (Deficit)	\$72.81	\$
	Accumulated Surplus or (Deficit)	\$4846	\$
	Grants Included in Total Revenue	\$1000	
	Richmond Grant		\$
	Other Grants (Federal, Provincial, Municipal)	\$6700	\$
	Total Grants	\$	\$
	Surplus:	\$	
	Justification for Surplus:		
10.	Grant Recommendation	\$1000	
11.	Assessor	Anne Stevens Manager, Customer Services	



1.	Applicant	Steveston Community Society	
2.	Grant Request	\$10000	For: Event
3.	Summary of Request	The request is for the Steveston Salmon Festival	
4.	Category	1	
5.	No. of Richmond residents served by group	50000	
6.	Services received from City	Community with staffing and utilities, along with special events account of approx. \$10,000. t	
7.	Amount of Previous Year Grant and Spending Details	\$4000 On the festival in many areas	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$735615	\$
	Total Expenses	\$674897	\$
	Surplus or (Deficit)	\$52932	\$
	Accumulated Surplus or (Deficit)	\$208324.00	\$
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	\$	\$
	Total Grants	\$	\$
	Surplus:	\$208324	
	Justification for Surplus:	Some money is ear marked for parks(52,000),equipment replacement etc	
10.	Grant Recommendation	\$0 As the application was late	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	Steveston Historical Society	
2.	Grant Request	\$3000	For: Operating Assistance
3.	Summary of Request	The money would be designated for insurance costs ,business telephone and post office operations ,office supplies etc.	
4.	Category	1	
5.	No. of Richmond residents served by group	10,000	
6.	Services received from City	City owns the building and the cost of maintaining is the responsibility of the Society	
7.	Amount of Previous Year Grant and Spending Details	\$0	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$4607.99	\$4600
	Total Expenses	\$4373.63	\$5400
	Surplus or (Deficit)	\$	\$(800)
	Accumulated Surplus or (Deficit)	<u>\$234.36</u>	<u>\$</u>
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	<u>\$</u>	<u>\$</u>
	Total Grants	<u>\$</u>	<u>\$</u>
	Surplus:	<u>\$26733</u>	
	Justification for Surplus:	These funds were received form individuals donations and corporate grants and earmarked for specific projects.	
10.	Grant Recommendation	\$1500	
11.	Assessor	Anne Stevens Manager, Customer Services	



City of Richmond

2002 Grant Application Summary Sheet

1.	Applicant	West Richmond Soccer	
2.	Grant Request	\$2000	For: Projects
3.	Summary of Request	Two Teams to be entered in a soccer tournament in Anaheim, where the kids can experience playing many team from the US and England. This tournament does not fall in to the legacy fund criteria and therefore would not qualify for funds	
4.	Category	2	
5.	No. of Richmond residents served by group	68 team members	
6.	Services received from City	Playing fields	
7.	Amount of Previous Year Grant and Spending Details	\$0	
8.	Reason for any increased grant request		
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified Total Revenue Total Expenses Surplus or (Deficit) Accumulated Surplus or (Deficit) Grants Included in Total Revenue Richmond Grant Other Grants (Federal, Provincial, Municipal) Total Grants Surplus: Justification for Surplus:	Most Recent Completed Fiscal Year \$55072 \$44453 \$10619 \$ \$ \$ \$ \$ \$	Budget for Current Fiscal Year \$11550 \$13892 \$(2342) \$ \$ \$ \$ \$ \$
10.	Grant Recommendation	\$0	
11.	Assessor	Anne Stevens Manager, Customer Services	



1.	Applicant	City Centre Community Association	
2.	Grant Request	\$52000	For: Programs and Services
3.	Summary of Request	This request is for the Summer Programs. It is a collaboration of all community associations and managed by City Centre this year.	
4.	Category	1	
5.	No. of Richmond residents served by group	60,000	
6.	Services received from City	All Community Associations receive facilities, utility costs and staffing	
7.	Amount of Previous Year Grant and Spending Details	\$50,000 To pay for summer staff and supplies and expenses.	
8.	Reason for any increased grant request	Increase in cost	
9.	BUDGET AND FINANCIAL SUMMARIES by Area Specified	Most Recent Completed Fiscal Year	Budget for Current Fiscal Year
	Total Revenue	\$114853	\$
	Total Expenses	\$128796	\$
	Surplus or (Deficit)	\$13943	\$
	Accumulated Surplus or (Deficit)	\$	\$
	Grants Included in Total Revenue		
	Richmond Grant	\$	\$
	Other Grants (Federal, Provincial, Municipal)	\$	\$
	Total Grants	\$	\$
	Surplus:	\$	
	Justification for Surplus:	⊗	
10.	Grant Recommendation	\$51,000 This program touches a large number of youth throughout the summer months.	
11.	Assessor	Anne Stevens Manager, Customer Services	