



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 13, 2025

From: Todd Gross
Director, Parks Services

File: 03-1085-07/2024-Vol
01

Re: 2025 Environmental Enhancement Grants

Staff Recommendations

1. That the 2025 Environmental Enhancement Grants be awarded for the recommended amount of \$38,086 as identified in Attachment 1 of the staff report titled "2025 Environmental Enhancement Grants", dated January 13, 2025, from the Director, Parks Services; and
2. That the grant funds be disbursed accordingly following Council approval.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
Climate and Environment	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The City Grant Program was established to assist non-profit community organizations and individuals in the delivery of programs and services that primarily benefit Richmond residents. Richmond City Council has the authority to provide financial assistance to community organizations and individuals under the *Local Government Act*.

This report outlines the 2025 Environmental Enhancement Grant Program process, and provides grant recommendations.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.

This report supports Council's Strategic Plan 2022–2026 Focus Area #5 A Leader in Environmental Sustainability:

5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.

5.2 Support the preservation and enhancement of Richmond's natural environment.

5.4 Support agriculture and local food systems to enhance food security.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.

6.2 Enhance the City's network of parks, trails and open spaces.

Background

2025 Environmental Enhancement Grant Budget

The 2025 Environmental Enhancement Grant (EEG) budget is \$38,086. This includes a Cost of Living increase over last year's budget as per City Grant Program Policy 3712.

Application Process and Applications Received

In September 2024, announcements were posted on the City's website, social media channels, Community Services e-newsletter and in a press release, advising the public that applications were being accepted for the 2025 City Grant Program from September 11 to October 23, 2024. A link to the City's website was provided for further information, including access to the EEG

application. Previous grant applicants from the past two years were also directly notified by email that the online application system was open for submissions.

On October 23, 2024, City Staff determined that the grant application deadline would be extended by one week and applications would be accepted until October 30, 2024. Updates were posted on the City’s Website and social media channels. Additionally, past EEG applicants were notified of the extension by direct email.

There are two application streams for the EEG:

- Individual requests (\$500 or less); and
- Non-profit organizations requests (\$2,500 or less).

This year, four individuals and 20 non-profit organizations applied for the grant for a total of 24 applications with an aggregate request of \$50,250. The following table provides a summary of the number and type of applications received and approved from the past two years, along with the number of grants recommended for 2025.

Table 1: EEG Applications, Requests, Grants Approved and Recommendations

2022–2024 Applications, Requests, Grants Approved and Recommendations*			2025 Recommendations*
Year	2023	2024	2025
Total number of applicants	26	18	24
New applicants	15	2	9
Non-profit applicants	19	16	20
Individual applicants	7	2	4
Grant not recommended (did not meet criteria)	0	0	3
Partial amount of request recommended	20	1	21
Full amount of request recommended	6	17	0
Total amount requested	\$50,250	\$38,150	\$50,250
Total budget	\$36,393	\$37,303	\$38,086
Total EEG funds recommended	\$36,393	\$37,303	\$38,086

*Some categories overlap, numbers are not intended to be totaled.

A table outlining the 2025 grant requests and recommended grant allocations is provided in Attachment 1. Summary sheets of each application, as well as staff recommendations are provided in Attachment 2. As the contents of these summary sheets are generated verbatim from the applicants’ submissions, they replicate any errors or omissions made by the applicants.

Analysis

Application Review Process

The EEG Review Committee (the Committee) reviewed the applications against scoring criteria (Attachment 3) that were developed based on the existing City of Richmond EEG Guidelines (Attachment 4), as well as the City Grant Program. Each application was pre-screened for eligibility and evaluated on 20 Likert scale statements, specifically a five-point range from “Strongly Disagree” to “Strongly Agree”, regarding the applicant and its grant proposal’s impact on the environment, community impact and engagement, budget, and the quality of the application itself.

2025 Grant Recommendations

The committee recommends 21 grant applicants for EEG funding based on the City Grant Program Policy 3712, City of Richmond EEG Guidelines and previous final reports from repeat applicants. As the total funding request exceeded the 2025 EEG budget, the committee proposes partial assistance for all 21 applicants. For the remaining three applications, the proposed initiatives align closely with the existing Partners for Beautification Program. Therefore, the committee recommends offering support in the form of working directly with City staff, loaned supplies and equipment, rather than EEG funding, to help implement their proposed initiatives.

To ensure a fair distribution of the allocated funds, the committee used application scores as a basis for determining funding amounts. High-scoring applicants are recommended for funding proportional to their scores, while lower-scoring applicants are recommended for a reduced amount, relative to their requests.

Lower scores on applications may result from, but are not limited to, the following factors:

- Limited community benefit and/or support demonstrated;
- Insufficient capacity to implement the proposed initiative; and
- The overall quality and completeness of the application.

Financial Impact

The 2025 EEG budget of \$38,086 was approved as part of the City’s 2025 Operating Budget. A total of \$38,086 in allocations is being recommended for the 2025 EEG, subject to City Council’s approval.

Conclusion

Staff recommend that the 2025 Environmental Enhancement Grants be allocated as indicated in Attachment 1, for the benefit of Richmond residents.

A handwritten signature in black ink, appearing to read 'Alex Kurnicki', with a horizontal line underneath.

Alex Kurnicki
Manager, Parks Programs
(604-276-4099)

- Att. 1: 2025 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations
- 2: 2025 Environmental Enhancement Grant – Applications
- 3: 2025 Environmental Enhancement Grant – Scoring Criteria
- 4: 2025 Environmental Enhancement Grant – Guidelines

2025 Environmental Enhancement Grant (EEG) – Outline of Requests and Recommended Allocations					
Applicant	2024 Grant	2025 Request	2025 Recommended	Application Summary	See Att. 2 Page No.
Ferris Elementary School – Garden Club	N/A	\$500	\$260	Engage students in the rejuvenation and enhancement of the school’s garden planters. Including the planning, design and maintenance of the garden.	3–8
Rachel Qian	N/A	\$500	\$433	Three initiatives focused on education and connecting residents with nature: <ol style="list-style-type: none"> 1. Maintenance of the Seed Library that was installed using 2023 Environmental Enhancement Grant funding. 2. Expansion of the library to include books to educate on urban gardening. 3. Rock-painting workshop to engage the community in gardening and connecting kids with nature. 	9–14
East Richmond Community Association	\$2,500	\$2,500	\$2,142	Intergenerational programming that focuses on agricultural sustainability and local biodiversity. Participants will plant and maintain garden plots, clean the park space and learn about sustainable gardening practices.	15–21
Richmond Garden Club	\$2,500	\$2,500	\$2,142	Establish a butterfly garden at Paulik Park by planting host and nectar plants. Seeds will be collected from these plants and shared with visitors to expand butterfly gardens into the community. This will provide the opportunity to educate on the impacts on the environment.	22–32

Applicant	2024 Grant	2025 Request	2025 Recommended	Application Summary	See Att. 2 Page No.
Garden City Conservation Society	\$2,500	\$2,500	\$1,992	<ol style="list-style-type: none"> 1. Perform a baseline insect research project at the Miyawaki site on the Garden City Lands and provide a framework for annual data collection to track change over time. 2. Utilize and activate a Citizen Science monitoring project that was developed through the UBC's Sustainability Scholar program. 	33–39
Urban Bounty	\$2,500	\$2,500	\$2,183	Community outreach and environmental education in Hamilton Community Park, focusing on habitat enhancement through planting native species and engaging local residents, schools, and community organizations. The project aims to involve the community in environmental stewardship and expand educational opportunities, particularly for students at Hamilton Elementary School.	40–46
City Centre Community Association	N/A	\$2,500	\$2,075	The creation of a Youth Leadership Team – EcoRise – aimed at empowering youth (ages 13–18) to become leaders in environmental sustainability and climate action. Through hands on workshops, youth will gain knowledge in sustainability, climate actions and environmental advocacy.	47–60
Diefenbaker Elementary School	N/A	\$2,500	\$2,042	Revitalization of the school garden through school and community involvement. Participants will be involved in the planting of indigenous plants, as well as education and work towards reconciliation in our community.	61–67

Applicant	2024 Grant	2025 Request	2025 Recommended	Application Summary	See Att. 2 Page No.
RCP Palmer Eco Team	N/A	\$1,000	\$0	Scheduled park clean ups at Garden City Park.	68–74
The Sharing Farm Society	\$2,500	\$2,500	\$2,225	Support will focus on two initiatives in 2025: <ul style="list-style-type: none"> 1. The enhancement of beneficial insect and bird habitat through increased planting of cover crops and flowers through community participation. 2. Equipping a new propagation space, following the closure of their previous facility, where wider variety of plants and seedlings will be grown for ongoing enhancement projects, education programs and future food harvests for donations. 	75–81
Minoru Seniors Society	\$2,500	\$2,500	\$2,117	A program that engages community members (mostly seniors) to maintain garden beds at and around the Minoru Seniors Centre. Funds will also support educational workshops.	82–88
Richmond Nature Park Society	\$2,500	\$2,500	\$2,125	Enhancement of the bird feeding station at Richmond Nature Park, addressing the competition for feed between birds and rodents and reducing health risks. This project includes the installation of bird baffles and seed saucers/catcher and a trial to use mess-free seed to minimize waste and deter rodents. Additionally, rodent-detering shrubs will be planted through a volunteer engagement event.	89–96
Benguet Society of British Columbia	N/A	\$2,500	\$0	Public land clean up, focusing on streets and storm drains.	97–103

Applicant	2024 Grant	2025 Request	2025 Recommended	Application Summary	See Att. 2 Page No.
Sue Tian	\$500	\$500	\$427	A free, low-barrier one-day workshop with eco-friendly activities and education. Activities may include nature walk, wildlife storytelling, environmental art and craft making, interactive learning and sharing about biodiversity and the local ecosystem.	104–109
Hamilton Community Association	\$2,500	\$2,500	\$2,067	A workshop series in recognition of Earth Day 2025 focused around the theme of “Our Power, Our Planet”. The workshops would include educational talks on renewable energy sources and how the community can make a great impact on climate change; bicycle safety and repairs; birding; and gardening.	110–116
Green Teams of Canada	\$2,500	\$2,500	\$2,258	Funding will support one hands-on environmental education activity removing invasive plants and/or planting native species in a natural area/park on public land, in order to increase biodiversity and promote responsible usage of the area.	117–123
Steveston Community Society	N/A	\$2,500	\$2,150	A variety of intergenerational “Think Green” initiatives throughout the year to educate and encourage the community to take positive action on the environment and provide opportunities for residents to enhance, restore and conserve Richmond’s unique island natural environment.	124–130
Nature Kids BC	N/A	\$2,500	\$2,008	The launch of a new Richmond-based club offering monthly family nature experiences. This initiative aims to reconnect families with nature, promote environmental stewardship, and build stronger community networks, while	131–138

Applicant	2024 Grant	2025 Request	2025 Recommended	Application Summary	See Att. 2 Page No.
				addressing the growing disconnection children have from the natural world.	
Thompson Community Association (Nature School)	\$1,200	\$2,500	\$1,992	The development of a Food Forest and the removal or invasive Himalayan blackberry near the Edwardian Cottage in Terra Nova Rural Park. Volunteers will partake in planting trees and shrubs, improving soil, and tackling invasive species like Bindweed and English Ivy.	139–145
Greenseeds Music Society	\$2,500	\$2,500	\$2,100	This hands-on community event at Garden City Lands combines art, nature exploration, and cycling to promote environmental stewardship and sustainability. The event includes eco-friendly art workshops, nature walks, cycling tours, and live music, fostering a deeper connection to Richmond's natural spaces and encouraging active participation in local ecological efforts.	146–152
Rabbitats Rescue Society	\$2,500	\$2,500	\$1,983	In an effort to address the issue of invasive feral European domestic rabbits in Richmond, Rabbitats is developing and implementing an educational and awareness campaign highlighting the problems caused by unsprayed or unneutered pet rabbits.	153–159
Tomekichi Homma Elementary School	\$2,500	\$2,500	\$1,305	Hands-on learning about Richmond's Natural environment, sustainability and food cultivation. The focus of the initiative is the enhancement of the school garden, including relocating plants, expanding the bug hotel and adding indigenous plants to support pollinators.	160–166

Applicant	2024 Grant	2025 Request	2025 Recommended	Application Summary	See Att. 2 Page No.
Richmond Secondary School Green Team	N/A	\$400	\$0	Minoru Park litter pick up event.	167–172
Scouts Canada – 10th Richmond Sea Scouts	\$1,000	\$2,350	\$2,060	Activities focused on environmental stewardship for youth aged 8–18 years. Activities include shoreline clean ups and tree planting opportunities.	173–179
Totals for 2025		\$50,250	\$38,086		
2025 EEG Budget			\$38,086		
Remaining Funds			\$0		



2025 ENVIRONMENTAL ENHANCEMENT GRANT APPLICATIONS

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For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Ferris Elementary School - Garden Club

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Aniela **Last Name:** Daum

Title/Society Role (Optional): Administrative Assistant

Address: 7520 Sunnymede Cres.

City: Richmond **Province:** BC **Postal Code:** V6Y 2V8

Phone No.: (604) 668-3538 **Email:** adaum@sd38.bc.ca

Co-Applicant

First Name: Nona Navin **Last Name:**

Title/Society Role (Optional): Vice Principal

Address: 7520 Sunnymede Cres.

City: Richmond **Province:** BC **Postal Code:** B6Y2V8

Phone No.: (604) 668-3538 **Email:** nnavin@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To \$500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Garden Club Amount Requested: \$ 500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Hi,

We have started a garden club at our school and we are asking for funds to enhance the front entrance of our school. There are currently cement planter blocks with old dirt and scattered grasses.

We are hoping to fill it with appropriate items as there is limited sun and under cover so little rain.

The students would like to design and take care of the garden to help beautify the school.

They are excited to work together on a creative project but also the responsibility of taking care of our garden and watching things grow and getting their hands dirty!

We have discussed different options of plants that would work and how some plants look different during the different seasons. We have discussed keeping a journal of our plants.

I look forward to hearing from you!

Where in Richmond will your project take place?

Ferris Elementary School

Anticipated Start Date: 10/01/2024 Anticipated End Date: _____

Number to be Served: 700

How many will be Richmond residents? All

How will these numbers be determined?

We have 634 students and app. 75 staff

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: Fun for the kids! Enjoyable for everyone!

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 325.00	plants, soil
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 100.00	garden tools, watering can
Marketing and Promotion		
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):	\$ 75.00	Sign to be made for garden
Total:	\$ 500.00	

Financial Assistance From Other Sources

Are you applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

Soil and plants

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 500.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 0.00
Total:	\$ 500.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

promoting Garden club to studetns to encourange to join.

Describe your capacity and your partner(s)' capacity and experience in hosting similar projects.

we love to garden and want our school to look nice

How will you measure the short-term and long-term effects of your project?

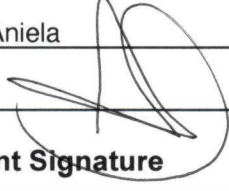
we will gather to take care and nurtuer our garden by watering and weeding

Step 5: Verification & Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: Aniela Last Name: Daum

Signature:  Date: 9/19/24

Co-Applicant Signature

First Name: Nona Last Name: Navin

Signature:  Date: 09/19/2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Rachel Qian

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Rachel **Last Name:** Qian

Title/Society Role (Optional): Ms.

Address: 10531 Hollymount Dr.

City: Richmond **Province:** BC **Postal Code:** V7E 4Z3

Phone No.: 778 866 7659 **Email:** rachelqian7@outlook.com

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To \$500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Seed Library Maintenance and Workshop **Amount Requested:** _____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

In 2022-2023, I applied this grant to establish a seed and plant library and host a Seeds workshop at Railway 3 Community Garden with other volunteers. The library has since become a valued community asset, benefiting numerous residents and inspiring greater interest in gardening. It’s now time for some maintenance and the introduction of a new community event.

1. Seed Library Maintenance:

We are seeking funds to preserve the library’s exterior with wood sealer and paint. Additional supplies, such as pencils, erasers, seed bags, and labeling stickers, are needed to ensure the library remains organized and user-friendly.

2. Urban Gardening Education:

We plan to purchase a few books on urban farming and gardening to place in the library. These educational resources will help foster sustainable gardening practices within the community. Even during the cold winter months, the library can stay active, continuing to benefit residents by providing useful knowledge and inspiration.

3. Rock-Painting Workshop:

The grant will also support a rock-painting workshop for kids, where they can paint plant/environment-themed designs on rocks. These decorated rocks can be used to label plantings in the garden, inspiring kids to observe nature and blending creativity with practical functionality.

Where in Richmond will your project take place?

Railway 3 Community Garden (Intersection of Railway 3 & Hollymount Gate)

Anticipated Start Date: Winter of 2024 **Anticipated End Date:** April or May of 2025

Number to be Served: 100+

How many will be Richmond residents? 100+

How will these numbers be determined?

Based on its past usage, the seed library has benefited hundreds of local gardeners and passersby. If gardening books are added in the future, even more people will gain knowledge from the library. As for the workshop itself, we estimate that over 30 people will attend.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: Inspire more creativity and love in nature

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$90	Wood sealer, paint
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$380	Library supplies, books about urban farming/gardening, acrylic pens/draft papers for workshop
Marketing and Promotion	\$30	Posters
Honorarium (up to \$350)	0	All maintenance and workshop work will be done by volunteers
Insurance	0	
Other, provide details (optional):	0	
Total:	\$500.00	

Financial Assistance From Other Sources

Are you applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

If grants are provided less, we would purchase fewer books and prepare fewer supplies for workshop.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	500
Amount Requested from Other Funders	0
Amount You Will Provide	0
Total:	\$500

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

I've had some experience in previous projects. If it's approved, I will post on social media, print and put posters at the community gardens, ask gardeners and neighbors to spread words etc.

Describe your capacity and your partner(s)' capacity and experience in hosting similar projects.

I did a successful project in 2022-2023 with Environmental Enhancement Grants. I also successfully led 3 Neighborhood Small Grants projects for local community in the past years. Besides, I am an active volunteer with Urban Bounty and Touch Stone Society. I've participated in and supported a lot of community events.

How will you measure the short-term and long-term effects of your project?

1. Short-Term Effects:
Increased Community Engagement: More residents participate in workshops and library activities.
Enhanced Knowledge: Immediate access to gardening resources improves practical skills.
Improved Library Resources: Maintenance and new supplies enhance usability and appeal.

2. Long-Term Effects:
Sustainable Practices: Continued adoption of eco-friendly gardening methods in the community.
Stronger Community Bonds: Ongoing events foster lasting connections among residents.
Ongoing Education: The library evolves into a hub for continuous learning about gardening and sustainability.

Step 5: Verification & Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: Rachel Last Name: Qian

Signature: Rachel Qian Date: Sep. 22, 2024

Co-Applicant Signature

First Name: _____ Last Name: _____

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

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No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: East Richmond Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Anna **Last Name:** Rienstra

Title/Society Role (Optional): Community Development Coordinator

Address: 12800 Cambie Road

City: Richmond **Province:** BC **Postal Code:** V6V 0A9

Phone No.: (604) 238-8382 **Email:** arienstra@richmond.ca

Co-Applicant

First Name: Ryan **Last Name:** Murao

Title/Society Role (Optional): Community Facilities Coordinator (Cambie Community Centre)

Address: 12800 Cambie Road

City: Richmond **Province:** BC **Postal Code:** V6V 0A9

Phone No.: (604) 238-8374 **Email:** rmurao@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Intergenerational Envi. Programming Amount Requested: \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

The East Richmond Community Association (ERCA) looks to continue building on the projects implemented and expanded at Cambie Community Centre through the Environmental Enhancement Grant in 2023 and 2024. Intergenerational programming provides the framework to do this. With a focus on agricultural sustainability and the local park environments’ biodiversity ERCA would like to implement programs that focus on education and actionable sustainability efforts in the community. This includes single-day workshops with take-home elements for participants so that they may continue the practices learned in their own homes.

The current garden plots allow for intergenerational programming as they are maintained by both seniors and children’s programs throughout the year as the programs run. (I.e. Preschool programs may plant and tend to seeds in the school year, but garden beds will be maintained by seniors programs in the summer months).

Planned projects include the following:

- Seniors gardening program expansion
- Preschool in-program gardening
- Preschool take-home planting activity
- Preschool and Out of School Care fall pumpkin activities
- Collaborative Preschool education with Urban Bounty
- Seniors and Community Development intergenerational workshops for seniors and adults
- Community Development clean-up kit maintenance

Participants will see the impact they can have on the environment by learning tangible steps they can take to lead by example, demonstrating environmental stewardship. Real-time results will include take-home pieces for both preschool and adult/seniors programming.

In addition, programs will teach participants how to create beautiful and functioning spaces with preschool planting and adults/seniors composting take-home activities. Adult and seniors workshops will be centered around at-home gardening and sustainable urban agricultural practices, and preschoolers will learn about agriculture and food security. The circular economy will also be highlighted in some of the planned workshops (sewing, recycling and composting), and the use of pumpkins by the preschool and out of school care programs.

Finally, the Clean-Up Kits have been used by Preschool Programs, volunteer Earth Day activities and various Youth programs - we look to continue this momentum in 2025.

Where in Richmond will your project take place?

Programs will take place at Cambie Community Centre, East Richmond Community Hall, Cambie Community Gardens and in Cambie Community/King George Community Parks.

Anticipated Start Date: 04/01/2025 Anticipated End Date: 10/31/2025

Number to be Served: 500

How many will be Richmond residents? 450

How will these numbers be determined?

Program registration metrics.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Subsidized space, heat and light, community centre staffing, maintenance on a percentage basis with the City of Richmond and Richmond School District 38. Estimated value is \$735,695.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 750.00	Seniors/Preschool/Out of School Care program materials (plants, pumpkins, soil, etc.).
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 350.00	Seniors/Preschool program supplies (tools), clean-up kit maintenance and expansion.
Marketing and Promotion	\$ 0.00	N/A
Honorarium (up to \$350)	\$ 200.00	Honorarium for workshop facilitator (through City of Richmond Environmental Programs).
Insurance	\$ 0.00	N/A
Other, provide details (optional):	\$ 1,200.00	Education - facilitators + supplies for 2 Urban Bounty Workshops (\$300/workshop) and Sewing Circle through Environmental Programs (\$600 - experts bring sewing machines and all repair materials with them).
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
Community Prosperity Fund	\$300	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Put towards any Earth-Week activities in April 2025.
TD Park People Grant	\$2000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	To offset costs of planned activities.
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 2,300.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

Monies will be used to offset proposed program costs. If partial funds are received some planned activities may be scaled back.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 2,300.00
Amount You Will Provide	\$ 0.00
Total:	\$ 4,800.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 1,267,088.24	\$ 1,470,401.32
Total Expenses	\$ 1,255,499.72	\$ 1,322,076.50
Annual Surplus or (Deficit)	\$ 11,588.52	\$ 148,324.82
Accumulated Surplus or (Deficit)	\$ 427,830.55	\$ 606,518.72

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Increase of program registrations as programs expand with public health regulations.
(Noted draft statements for the 2022/23 fiscal year.)

Current Year

Increase of program registrations as programs expand and grow.
(Noted draft statements for the 2023/24 fiscal year.)

Explanation for Accumulated Surplus or (Deficit)

For projects and community initiatives still in progress - there are still pending transactions for the 2023/24 fiscal year ending August 31, 2024.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S18934

Charitable Number (Optional): N/A **Date of Incorporation** 02/23/1984

Society Website (Optional): https://www.richmond.ca/parks-recreation/centres/cambie.htm

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

City of Richmond's Environmental Programs, and Urban Bounty (have not been contacted yet).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Registration for workshops will be age-appropriate, dependent on the content of the workshop. Marketing will include print and digital media, including in-centre posters, handbills, TV slides and social media. Materials will also be distributed to community partners for advertisement.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Cambie Community centre has hosted workshops or drop-in programs in partnership with both the City of Richmond's Environmental Programs and Urban Bounty in the past year. Children's and preschool programs include nature exploration and licensed preschool programs utilize Cambie's community garden raised beds. Cambie has successfully used our Clean-Up Kits this past year with a variety of programs and age groups.

How will you measure the short-term and long-term effects of your project?

Measuring the immediate impact of the project will include metrics and registration numbers from the workshops and programs provided as well as successful stationary projects produced from the workshops and take-home products.

Long-term effects of this project will include the maintenance and continuation of the community garden projects and initiatives taken on by the project. This project will also foster positive intergenerational relationships between members of the East Richmond Community.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Mari e Last Name: Murtagh

Society Role: President, Board Member

Signature: M. Murtagh Date: Oct 2, 2024

Signing Officer 2

First Name: Simon Last Name: Lau

Society Role: Board Member

Signature: [Signature] Date: Oct 1, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Richmond Garden Club

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Lynda **Last Name:** Pasacreta

Title/Society Role (Optional): President

Address: 8631 Myron Court

City: Richmond **Province:** BC **Postal Code:** V6Y 3K2

Phone No.: 604-275-2105 **Email:** lyndap@shaw.ca

Co-Applicant

First Name: Jill **Last Name:** Wright

Title/Society Role (Optional): Bulik Park Coordinator

Address: 8660 Allison Street

City: Richmond **Province:** BC **Postal Code:** V6Y 3J4

Phone No.: 604-649-7428 **Email:** Jill.wright@shaw.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Butterfly Interpretive Gardens Amount Requested: \$2500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Richmond Garden Club adopted Paulik Neighbourhood Park in 2008. Our goals continues to focus on creating healthy soil/healthy habitat, planting pollinator-friendly plants, drought-resistant plants, trees and shrubs to feed birds through all seasons. In 2025 we will focus on attracting and keeping butterflies in the park through planting of host and nectar plants. We will be converting gardens right across from the children's playground in the park to showcase and increase our butterfly population. Establishing a focused garden will help us to educate visitors to the park. We will be collecting seeds from both host and nectar plants and will offer little packets to our visitors later in the season to promote expansion of butterfly gardens into our community. We plan on partnering with a local artist (interviewing right now) to add an element of design and attention to the gardens. We recognize that we will have to fundraise to ensure we compensate the artist fairly following the minimum fee schedule from Canadian Artist Representation. We are also partnering with Men's Shed, Steveston to create colourful butterfly houses to add another design element. We will add QR codes so that visitors can upload and record sightings of butterflies in the park onto iNaturalist.

Where in Richmond will your project take place?

Paulik Neighbourhood Park

Anticipated Start Date: January 2025 Anticipated End Date: December 2025

Number to be Served: We attract approximately 100 visitors per day to park

How many will be Richmond residents? 80%

How will these numbers be determined?

We volunteer in Paulik Park two times per week, minimum 6 hours so will measure word of mouth from the visitors. We speak to many visitors each of our shifts. We

continually lead tours from other garden clubs, walking groups, schools, Master Gardeners, and regular visitors to the park.

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Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Richmond Garden Club receives free meeting space in exchange for the work we do to take care of the Richmond Cultural Centre rooftop garden.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: Supports the Partners in Beautification project

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$1500	plants - host and nectar, materials for Men's Shed
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion	\$500	signage identifying host, nectar plants
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):	\$500	Local artist
Total:	\$ 0.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

plant material and signage

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2500
Amount Requested from Other Funders	
Amount You Will Provide	\$100
Total:	\$ 0.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$18,060	\$18,185
Total Expenses	\$15,143	\$17,400
Annual Surplus or (Deficit)	\$2,900	\$785
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Surplus due to successful plant sale

Current Year

Lower revenue from 2024 plant sale

Explanation for Accumulated Surplus or (Deficit)

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S0015589

Charitable Number (Optional): _____ **Date of Incorporation:** October 15, 2002

Society Website (Optional): www.richmondgardenclub.ca

Richmond Garden Club Income Statement For Period Covering 2022-11-01 to 2023-10-31

Revenues

<u>Advertising Revenue</u>	\$840.00
<u>Bank Interest</u>	\$43.73
<u>Calendar Revenue</u>	\$0.00
<u>Christmas Party Revenue</u>	\$0.00
<u>Door Prize Donations</u>	\$733.02
<u>Environmental Enhancement Grant Income</u>	\$1,800.00
<u>Event Revenue</u>	\$0.00
<u>Garden Tour Revenue</u>	\$0.00
<u>Membership Dues</u>	\$2,500.00
<u>Misc fundraising revenue</u>	\$460.00
<u>Misc. Donation Revenue</u>	\$0.00
<u>Other Income (Business)</u>	\$0.00
<u>Paulik Park Revenue</u>	\$1,843.28
<u>Plant Sale Revenue</u>	\$8,070.00
<u>Port Authority Revenue</u>	\$1,500.00
<u>Port Authority Revenue 2024</u>	\$0.00
<u>Grant Revenue</u>	\$270.00
Total Revenue	\$18,060.03

Expenses

<u>Advertising</u>	\$0.00
<u>Bank Fees</u>	\$0.00
<u>Calendar Expenses</u>	\$0.00
<u>Christmas Party Expenses</u>	\$0.00
<u>Door Prize Expenses</u>	\$211.47
<u>Dues and Insurance</u>	\$372.00
<u>Environmental Grant Expenses</u>	\$1,333.84
<u>Event Expenses</u>	\$0.00
<u>Garden Tour Expenses</u>	\$0.00
<u>Gifts & Donations Expenses</u>	\$1,880.25
<u>Grant Expense</u>	\$273.61

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<u>Meeting Expenses</u>	\$159.25
<u>Misc fundraising expenses</u>	\$0.00
<u>Misc.</u>	\$160.00
<u>Paulik Park Expenses</u>	\$1,918.28
<u>Plant Sale Expenses</u>	\$4,931.33
<u>Port Authority Expense</u>	\$1,299.31
<u>Port Authority Expense 2024</u>	\$0.00
<u>POstage and Printing</u>	\$390.42
<u>Prizes and Trophies</u>	\$299.77
<u>Roof Top Garden Expenses</u>	\$0.00
<u>Speakers , Judges and Programs</u>	\$1,900.00
<u>Unspecified</u>	\$0.00
<u>Website</u>	\$12.99
Total Expenses	\$15,142.52
Net income for Period	\$2,917.51

Richmond Garden Club Income Statement For Period Covering 2023-11-01 to 2024-10-31

Revenues

<u>Advertising Revenue</u>	\$280.00
<u>Bank Interest</u>	\$137.40
<u>Calendar Revenue</u>	\$1,320.00
<u>Christmas Party Revenue</u>	\$0.00
<u>Door Prize Donations</u>	\$639.50
<u>Environmental Enhancement Grant Income</u>	\$2,500.00
<u>Event Revenue</u>	\$0.00
<u>Garden Tour Revenue</u>	\$0.00
<u>Membership Dues</u>	\$2,060.00
<u>Misc fundraising revenue</u>	\$0.00
<u>Misc. Donation Revenue</u>	\$325.00
<u>Other Income (Business)</u>	\$0.00
<u>Paulik Park Revenue</u>	\$1,300.00
<u>Plant Sale Revenue</u>	\$8,123.15
<u>Port Authority Revenue</u>	\$0.00
<u>Port Authority Revenue 2024</u>	\$1,500.00
<u>Grant Revenue</u>	\$0.00
Total Revenue	\$18,185.05

Expenses

<u>Advertising</u>	\$0.00
<u>Bank Fees</u>	-\$90.00
<u>Calendar Expenses</u>	\$1,353.36
<u>Christmas Party Expenses</u>	\$0.00
<u>Door Prize Expenses</u>	\$255.00
<u>Dues and Insurance</u>	\$440.00
<u>Environmental Grant Expenses</u>	\$3,270.59
<u>Event Expenses</u>	\$0.00
<u>Garden Tour Expenses</u>	\$153.06
<u>Gifts & Donations Expenses</u>	\$1,754.26
<u>Grant Expense</u>	\$0.00

GP - 507

<u>Meeting Expenses</u>	\$59.03
<u>Misc fundraising expenses</u>	\$0.00
<u>Misc.</u>	\$0.00
<u>Paulik Park Expenses</u>	\$1,620.44
<u>Plant Sale Expenses</u>	\$4,649.05
<u>Port Authority Expense</u>	\$200.73
<u>Port Authority Expense 2024</u>	\$1,069.88
<u>POstage and Printing</u>	\$461.88
<u>Prizes and Trophies</u>	\$33.59
<u>Roof Top Garden Expenses</u>	\$63.66
<u>Speakers , Judges and Programs</u>	\$1,700.00
<u>Unspecified</u>	\$0.00
<u>Website</u>	\$405.16
Total Expenses	\$17,399.69
Net income for Period	\$785.36

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

Men's Shed, Steveston
Public Art, City of Richmond - local artist

How will you and your partner(s) promote the project and reach out to/include people in the community?

Website promotion, social media, promotion on signage, and marketing material

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Richmond Garden Club has applied for and has been successful in obtaining other grants. We have created an incredible habitat in Paulik Park and other projects we manage - Richmond Cultural Centre rooftop garden, Steveston Harbour Authority boardwalk containers, Richmond Hospital Auxiliary Thrift Store garden. Our annual plant sale and regular invasive species removal events have been very successful.

How will you measure the short-term and long-term effects of your project?

Increase of butterfly population in the park, increase in data to iNaturalist database, increase of visitors to see the butterfly gardens.
Long term effects are an overall increase in the butterfly population which of course should result in increase of bird population who feed on them.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Lynda Last Name: Pasacreta

Society Role: President

Signature:  Date: October 18, 2024

Signing Officer 2

First Name: Jill Last Name: Wright

Society Role: Paulik Park Coordinator

Signature:  Date: October 18, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Garden City Conservation Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sharon **Last Name:** MacGougan

Title/Society Role (Optional): President

Address: 7411 Ash Street

City: Richmond **Province:** BC **Postal Code:** V6Y 2R9

Phone No.: 6046188866 **Email:** sharonmacg@telus.net

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Miyawaki baseline insect study Amount Requested: \$2 500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Our society would like to do a baseline insect research project at the Miyawaki site on the Garden City Lands and utilize and activate a Citizen Science project from UBC's Sustainability Scholar program, completed August 2024. Miyawaki forests are relatively new to Canada and very little research has been done as yet. Baseline studies are an important tool to measure effectively the changes that takes place in the forest as it grows. Our intention is to engage the citizens of Richmond in knowing, understanding and loving our natural world—through monitoring this forest's progress. Core outcomes: Document the baseline insect biodiversity at the Miyawaki forest site and at an adjacent, non-forested space. Provide a framework for annual data collection to track the change over time. Develop a site-specific plan for a citizen science ongoing monitoring of the forest.

Where in Richmond will your project take place?

Garden City Lands

Anticipated Start Date: May 2025 Anticipated End Date: December 2025

Number to be Served: A start up group of around 10 people; later those numbers will grow.

How many will be Richmond residents? All

How will these numbers be determined?

Once a Citizen Science monitoring program is in place the numbers of participants will be automatically tracked through the program.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

None

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$50	sticky traps, pitfall traps
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to \$350)		
Insurance	\$450	This would cover a years volunteer activities of the GCCS
Other, provide details (optional):	\$2,000	KPU research assistant
Total:	\$2,500	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

The project can't be completed without full funding.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2,500
Amount Requested from Other Funders	0
Amount You Will Provide	0
Total:	\$0.00 \$2,500.

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 9,360.	
Total Expenses	\$ 7,698	
Annual Surplus or (Deficit)	\$ 1,662	
Accumulated Surplus or (Deficit)	—	

Explanation for Annual Surplus or (Deficit)

Last Complete Year

See attached report

Current Year

—

Explanation for Accumulated Surplus or (Deficit)

n/a

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S-0053257

Charitable Number (Optional): _____ **Date of Incorporation:** February 15, 2008

Society Website (Optional): gardencityconservation.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

Kwantlen Polytechnic University: Set up monitoring protocols, data collection procedures, and database. Assist GCCS in setting up core volunteer groups to assist with monitoring insects beyond the peak season (May and June). A student KPU researcher will report to GCCS on a weekly basis and provide an end of project summary.want

How will you and your partner(s) promote the project and reach out to/include people in the community?

GCCS and KPU Farm volunteers will reach out to local high schools and other community groups (cubs and scouts, Bahai/other youth groups, birders, citizens interested in our natural environment) to implement the citizen science program on-site. Social messaging and direct invitations to community groups/other.

Describe your capacity and your partner(s)' capacity and experience in hosting similar projects.

GCCS and KPU are well experienced in undertaking similar projects. GCCS initiated the first Miyawaki forest in Western Canada, at Richmon Senior Secondary in 2022, and since then have acted as Community Partner with the City of Richmond on four more forests, most recently on the Garden City Lands. Our society often partners with KPU, particularly related to stewardship activites on the bog.

How will you measure the short-term and long-term effects of your project?

The idea is to have baseline research that can be measured against. Otherwise we can't track the changes in the forest that take place.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Sharon Last Name: MacGougan

Society Role: President

Signature:  Date: October 21, 2024

Signing Officer 2

First Name: Bruno Last Name: Vernier

Society Role: Treasurer

Signature:  Date: October 21, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –

GP - 517



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Urban Bounty

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Cheney **Last Name:** Creamer

Title/Society Role (Optional): Executive Director

Address: 7611 Ash Street

City: Richmond **Province:** BC **Postal Code:** V6Y 2S2

Phone No.: (604) 244-7377 **Email:** director@urbanbounty.ca

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Hamilton Habitat Enhancement **Amount Requested:** \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Urban Bounty is seeking funds to support community outreach, environmental education, and habitat enhancement works in Hamilton Community Park (HCP). Efforts would compliment the recent construction and operation of the Hamilton Community Garden and be in proximity to habitat enhancement works occurring at Hamilton Highway Park.

Proposed works would involve outreach (e.g., social media, posters, public announcements, direct communications, etc.) with City park’s staff, residents, community groups/organizations/businesses (e.g., Hamilton Community Centre, Bethany Baptist Church, etc.), as well as Hamilton elementary school. These communications would be designed to inform and encourage people’s participation in environmental education and habitat enhancement works.

Engaging teachers and students at Hamilton elementary would be a key focus given the school’s proximity to enhancement areas and the opportunity to provide important environmental education and hands on involvement in natural areas management. Such engagement would also help expand student connection to the Hamilton Community Garden.

The majority of enhancement works would focus on planting native species in an effort to shade out reed canarygrass. This would involve planting long cuttings of existing and appropriate local native species (e.g., willows, red-osier dogwood, hardhack, cottonwood) and large nursery stock shrubs (e.g., elderberry, salmonberry, rose sp.) and trees (e.g., spruce, alder, birch, cottonwood).

Invasive plants will be dug up immediately around nursery plants to aid their survival. Education around native and invasive species, habitat structure, ecological processes, and enhancement techniques will be provided. Participants will be asked to help pick up any garbage in the park. Small educational signs will be placed up to inform park’s users of enhancement works.

This project would bring together a diverse range of community members in local habitat enhancement works and provide for potential future projects (e.g., additional plantings, installation of habitat structures such as downed wood and/or bat boxes, creation of additional wetland habitat).

Where in Richmond will your project take place?

Hamilton Community Park

Anticipated Start Date: 01/06/2025 **Anticipated End Date:** 01/05/2026

Number to be Served: 775+

How many will be Richmond residents? 775+

How will these numbers be determined?

This is the number of Richmond residents who are currently enrolled as members in the Community Gardens Program, but we hope to involve additional members of the community and collaborate with other community associations as well.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

In-kind rental of our office space (\$24,575/year)
--

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 1,300.00	Native plants, soil amender, mulch
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 350.00	Safety equipment for volunteers
Marketing and Promotion	\$ 150.00	Poster creation, printing, and distribution (volunteer mileage)
Honorarium (up to \$350)	\$ 350.00	Honorarium for Terrestrial/Aquatic Biologist - subject matter expertise
Insurance		
Other, provide details (optional):	\$ 350.00	Volunteer support (snacks, beverages, handouts, etc)
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

We will reduce the number of areas we can restore (which will in turn reduce the amount of materials purchased).

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	\$ 2,500.00
Total:	\$ 5,000.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 426,601.00	
Total Expenses	\$ 353,944.00	
Annual Surplus or (Deficit)	\$ 72,657.00	
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Annual Surplus 2023: \$60,542. Fiscal management and responsibility have been steady based on last and current year reporting. Our annual budget had grown three and a half times in the last five years and the trajectory had been continuing upwards.

Current Year

Annual Surplus 2024: \$72,657. Despite an interesting year in 2024 whereby the Executive Director position was vacant for a portion of the year, the team at Urban Bounty remained diligent and continued to deliver on majority of its existing programs. The slight increase in surplus was a result of decreased in wages during the time the ED position was vacant offset by additional hours required to be spent by other employees during this period.

Explanation for Accumulated Surplus or (Deficit)

Accumulated surplus: \$264,740. From lessons learned during the pandemic, one of our key strategic initiatives has always been to work towards building a surplus to have three months of operating funds to protect the organization from unexpected events. In addition to this, the society has been building a separate reserve required for the replacement of sheds that are expected to take place in the coming years.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S0054738

Charitable Number (Optional): 816326094RR001 **Date of Incorporation** 02/19/2009

Society Website (Optional): www.urbanbounty.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

- 1) Greg Ferguson (local Terrestrial & Aquatic Biologist)
- 2) Hamilton Community Association (non-profit organization)

How will you and your partner(s) promote the project and reach out to/include people in the community?

Urban Bounty sends out a monthly newsletter as well as an additional monthly communication specifically for all of the members of our Community Garden Program (Digging In). We will also be utilizing social media, as well as printed posters. We also plan to directly reach out to organizations and school groups. To do the work, our Events & Volunteer Coordinator will be calling on a large team of volunteers, so many people will be included in the work as well as the promotion and learning.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Urban Bounty has been organizing and hosting similar events in the community for over 15 years. Our staff and partners have extensive experience in both organizing volunteer work parties and events, as well as in environmental restoration and habitat enhancement projects.

How will you measure the short-term and long-term effects of your project?

In the short term, success will be measured by community engagement (participant interest) and volunteer attendance (demonstrating sustainability potential). Long-term effects will be measured through environmental assessments and observations of the restored/enhanced areas (for example, wildlife and pollinator activity, new plant health, encroachment or return of invasive plants), as well as ongoing interest by local school groups and organizations.


Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Phil Last Name: Carriere


Society Role: President/Chair of the Board of Directors

Signature:  Date: October 14, 2024

Signing Officer 2

First Name: Luther Last Name: Sy

Society Role: Vice President/Vice Chair of the Board of Directors

Signature:  Date: October 14, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: City Centre Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Mary **Last Name:** Ortega

Title/Society Role (Optional): Acting Youth Development Coordinator

Address: 5900 Minoru Blvd

City: Richmond **Province:** BC **Postal Code:** V6X 0L9

Phone No.: (604) 204-8578 **Email:** mortega@richmond.ca

Co-Applicant

First Name: Kasie **Last Name:** Kwok

Title/Society Role (Optional): Youth Development Coordinator

Address: 5900 Minoru Blvd

City: Richmond **Province:** BC **Postal Code:** V6X 0L9

Phone No.: (604) 204-8578 **Email:** kkwok2@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: EcoRise Youth Leadership Team Amount Requested: \$2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

A study in 2020 conducted through a Climate Change Anxiety Scale that analyzed 2306 youth aged 15 to 18, reported that 48.7% have experiences of climate anxiety (Samji et al., 2023). Thus, this grant will fund the creation of a Youth Leadership Team - EcoRise - at City Centre Community Centre, aimed at empowering youth (ages 13-18) to become leaders in environmental sustainability and climate action. This opportunity will also provide youth with opportunities to attain the 40 Developmental Youth Assets through engaging with mentors, and collaborating on community-driven environmental projects. EcoRise will focus on three core areas: climate education, leadership development, and community impact. Through hands-on workshops, youth will gain knowledge in sustainability, climate action, and environmental advocacy. They will then apply this learning by leading community initiatives such as Earth Day events, environmental clean-ups, and climate anxiety awareness campaigns. The objectives of this proposal is to empower youth to take leadership roles in addressing environmental change and participating in climate action; enhance their self-esteem, confidence and leadership abilities; create purposeful community impact through initiatives that promote sustainability and social responsibility. Some proposed activities include attending workshops such as the Climate Works Lab through CityHive, Nature Stewards Workshop through Environmental Youth Alliance, and planning community events showcasing youth-led environmental initiatives. This project aligns with the Richmond Youth Strategy as it allows youth the opportunity to be valued and engaged members of the community and collaborate with other community organizations. Upon completion of the team's activities, we aim for youth members to continue empowering their peers, share what they learn, and continue to be positive climate action leaders beyond the spaces of City Centre Community Centre. In essence, climate action leadership should not end with this project. EcoRise will serve as the starting point.

Where in Richmond will your project take place?

Weekly meetings will occur at City Centre Community Centre; community events may take place at other public community spaces (ie. Richmond dyke, the Sharing Farm, Foundry)

Anticipated Start Date: 08/01/2025 Anticipated End Date: 09/01/2025

Number to be Served: 100+ youth (ages 13 to 18 years old)

How many will be Richmond residents? Majority since our meetings and events will be in Richmond

How will these numbers be determined?

There are approximately 110-120 annual youth leadership volunteers who engage with our programs at City Centre Community Centre on a weekly basis. Additionally, leadership members will track attendance of participants in all of their community events and document it on an online database.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

City Centre Community Association operates in partnership with the City of Richmond. There is no monetary value that the City provides for youth leadership team related initiatives.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: Supports the City's Youth Strategy - providing youth with voice, collaboration and opportunity.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 650.00	Miscellaneous supplies for workshops and events (markers, poster board)
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 0.00	Provided by City Centre Community Association
Marketing and Promotion	\$ 0.00	Provided by City Centre Community Association
Honorarium (up to \$350)	\$ 350.00	Guest speakers that are experts in the field (ie. Kristen Penhall from the Sharing Farm, individuals from City Hive)
Insurance	\$ 0.00	Provided by City Centre Community Association via the City of Richmond.
Other, provide details (optional):	\$ 1,500.00	Workshops (ie. through Youth4Action Metro Vancouver, Stanley Park Ecological Society, Nature Stewards); Transportation costs (translink BC)
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

The priority of funding will be used on educating the youth team through workshops and guest speakers. These workshops will then allow members to practice informed-event planning on the topic of climate adaptations and environmental health. Workshops often interest youth but are too costly. This grant will help remove that financial barrier. Specifically, youth could attend the Nature Steward workshop through Environmental Youth Alliance, the Climate Works Lab through City Hive and learn from guest speakers like Kristen Penhall from the Sharing Farm.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 0.00
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 1,353,633.00	\$ 1,401,370.00
Total Expenses	\$ 1,340,995.00	\$ 1,392,785.00
Annual Surplus or (Deficit)	\$ 12,638.00	\$ 8,585.00
Accumulated Surplus or (Deficit)	\$ 0.00	\$ 0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The annual surplus from the last complete year are results of City Centre Community Association's operations and its cash flows as conducted by the supervisory staff of the association. The financial statements ended in accordance with Canadian accounting standards for not-for-profit organizations.

Current Year

The annual surplus for the current year includes project net assets, operations and cash flows for the year.

Explanation for Accumulated Surplus or (Deficit)

Not applicable.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S0031435

Charitable Number (Optional): _____ Date of Incorporation 01/05/1994

Society Website (Optional): citycentrecc.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

Cailee Yonathan (J.N. Burnett High School Teacher, School District 38)
cyanoathan@sd38bc.ca

Rowan Gentleman-Sylvester (Executive Director, City Hive)
rowan@cityhive.ca

Natalie Caras (Youth Peer Support Worker, Foundry Richmond)
nataliec@rass.richmond.ca

How will you and your partner(s) promote the project and reach out to/include people in the community?

City Centre Community Centre will promote all the team's goals and all of its initiatives digitally on the following Instagram platforms: citycentrecyouth, citycentrec, and cityofrichmond youth, and place physical posters around the facility, high schools, and community partner sites. The members of this leadership team will brainstorm and plan new social media content such as creative Instagram Reels that appeal to youth to be posted on these accounts. Similarly, Foundry and City Hive will promote the teams initiatives on their social media platforms and with the youth they encounter.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

City Centre has had a vibrant youth leadership program with 110 youth participants annually for the past five years. There are currently 6 youth-led leadership teams that meet weekly to plan, coordinate, and facilitate a wide range of up to 20 community events. The youth development staff at City Centre Community Centre are well-equipped in supporting and supervising these teams to successfully facilitate their events. City Hive and Foundry have expertise and knowledge in areas such as environmentalism, climate action and climate anxiety resources. Cailee is also able to expand our outreach to more youth in schools who are not yet involved with their community centres. Our partners share experiences, knowledge and passion for teaching climate awareness. Altogether, they fill in the learning gaps and serve as excellent mentors and leaders.

How will you measure the short-term and long-term effects of your project?

In the short term, we will utilize pre- and post-program survey and feedback to assess changes in participants' knowledge of sustainability, confidence in leadership skills, and overall engagement. Attendance and participation metrics will track involvement in workshops and community events, while immediate feedback forms will capture participants' reflections after each session. Mentor evaluations will provide additional insights into individual growth and development. For long-term effects, we will conduct check-in discussions throughout the year to evaluate the sustained impact on participants' leadership roles and ongoing engagement in environmental initiatives. We will also measure the community impact of youth-led projects, such as the number of clean-ups organized and community members engaged and attendance numbers achieved in single-day events.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Jamil Last Name: Karim

Society Role: Board Director

Signature: Jamil A. Karim Date: Oct 22, 2024

Signing Officer 2

First Name: Venecia Last Name: Williams

Society Role: Board Director

Signature: [Signature] Date: October 22, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –

FINANCIAL STATEMENTS
RICHMOND CITY CENTRE
COMMUNITY ASSOCIATION

August 31, 2023



STATEMENT OF FINANCIAL POSITION

As at August 31

	2023	2022
	\$	\$
ASSETS		
Current		
Cash [note 3]	972,479	956,039
Investments [note 3]	127,597	123,229
Accounts receivable [note 4]	28,816	36,536
Prepaid expenses	3,759	28
Total current assets	1,132,651	1,115,832
Capital assets [note 5]	61,593	92,901
	1,194,244	1,208,733
LIABILITIES		
Current		
Accounts payable and accruals [note 6]	99,801	87,751
Canada Emergency Business Account loan [note 11]	40,000	40,000
Deferred revenues [note 7]	240,594	250,747
Total current liabilities	380,395	378,498
Deferred contributions related to capital assets [note 8]	58,807	87,831
Total liabilities	439,202	466,329
NET ASSETS		
Internally restricted - Contingency Fund	165,000	165,000
- Capital Reserve Fund	347,808	347,808
Unrestricted	242,234	229,596
Total net assets	755,042	742,404
	1,194,244	1,208,733

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director

Richmond City Centre Community Association

STATEMENT OF OPERATIONS

Year ended August 31

	2023	2022
	\$	\$
REVENUE		
Program operations <i>[schedule 1]</i>	1,320,240	994,335
Amortization of deferred contributions related to capital assets <i>[note 8]</i>	29,024	29,024
Interest	4,369	1,348
Canada Emergency Wage Subsidy	—	101,929
	1,353,633	1,126,636
EXPENSES		
Program operations <i>[schedule 1]</i>	1,221,810	1,054,336
Merchant fees and bank charges	33,862	25,562
Amortization of capital assets	31,309	31,233
Professional fees	28,138	26,552
Administration and office	17,462	11,487
Insurance	4,902	4,815
Advertising and promotion	3,512	1,780
	1,340,995	1,155,765
Revenue over (under) expenses for the year	12,638	(29,129)

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

August 31, 2023

1. PURPOSE OF THE ASSOCIATION

The Association is incorporated under the British Columbia Society Act, is a not-for-profit organization and is exempt from income tax. The purpose of the Association is to provide inclusive, social, cultural and recreational events, programs and services at welcoming places that build healthy individuals, families and community.

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") and include the following significant accounting policies:

Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the amounts of revenues and expenses reported during the year. The significant areas requiring the use of management estimate relate to the useful lives of equipment for calculating amortization, and the deferred portion of program revenues. Actual results could differ from these estimates.

Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions (donations and grants) are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Program operations revenue is recognized when the respective program or service is provided.

Interest revenue is recognized in the year it is earned.

Capital Assets

Capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Individual equipment items costing less than \$1,000 are expensed as acquired. Capital assets are subject to amortization based on their estimated life at the following rates:

- | | |
|--------------------------------------|------------------------|
| ▪ Furniture and office equipment | 10 years straight line |
| ▪ Computer and audio/video equipment | 3 years straight line |
| ▪ Fitness equipment - Cardio | 5 years straight line |
| ▪ Fitness equipment - Strength | 10 years straight line |
| ▪ Program equipment | 5 years straight line |

NOTES TO FINANCIAL STATEMENTS

August 31, 2023

3. CASH AND INVESTMENTS

	2023	2022
	\$	\$
Cash - operating	971,152	954,712
Petty cash and floats	1,300	1,300
Credit union shares	27	27
	972,479	956,039

The Association has invested \$127,597 [2022 - \$123,229] in a fully-cashable investment pool managed by the Treasury Department of the City of Richmond.

4. ACCOUNTS RECEIVABLE

	2023	2022
	\$	\$
Operations	28,816	36,536
Allowance for doubtful accounts	—	—
	28,816	36,536

5. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value
	\$	\$	\$
2023			
Furniture and office equipment	223,285	178,206	45,079
Computer and A/V equipment	42,975	41,702	1,273
Fitness equipment - Cardio	245,550	245,550	—
Fitness equipment - Strength	70,035	54,794	15,241
Program equipment	3,140	3,140	—
	584,985	523,392	61,593
2022			
Furniture and office equipment	223,285	155,784	67,501
Computer and A/V equipment	42,975	40,429	2,546
Fitness equipment - Cardio	245,550	245,550	—
Fitness equipment - Strength	70,035	47,791	22,244
Program equipment	3,140	2,530	610
	584,985	492,084	92,901

NOTES TO FINANCIAL STATEMENTS

August 31, 2023

9. INTERNALLY RESTRICTED NET ASSETS

The Board of Directors has designated \$347,808 of the Association's net assets as a capital reserve fund and \$165,000 for contingencies. Disbursements and transfers from these internally restricted funds are at the discretion of the Board of Directors.

10. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis provides a measure of the Association's risk exposure as at August 31, 2023:

Credit Risk

Credit risk is the risk that one party to the financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk with respect to its cash and accounts receivable. The Association limits its exposure to credit risk by placing its cash with a chartered Canadian financial institution.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk on its cash in bank and on its investments.

Liquidity Risk

Liquidity risk is the risk of being unable to meet cash requirements or fund obligations as they become due. It stems from the possibility of a delay in realizing the fair value of financial instruments.

The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows and financial liability maturities, and by holding assets that can be readily converted into cash.

11. CANADA EMERGENCY BUSINESS ACCOUNT LOAN

The Association applied for and received a \$60,000 loan under the Canada Emergency Business Account ("CEBA"). The loan is non-interest bearing until December 31, 2023, and then interest accrues at the prime rate until December 31, 2025, when the loan is due. If the loan is repaid on or before December 31, 2023, \$20,000 of the loan will be forgiven.

As the Association has met and expects to continue to comply with the loan's terms and conditions and expects to repay the loan on or before December 31, 2023, the 25% forgivable portion of the loan or \$20,000, was taken into 2021 income.

Operating Budget
 City Centre Community Association
 Budget Summary
 September 1, 2024 - August 31, 2025

Department	2024/2025 Budget Revenue	2024/2025 Budget Expense	2024/2025 Budget Net
Seasonal Programs:			
Fall	85,200.00	56,750.00	28,450.00
Winter	78,900.00	46,450.00	32,450.00
Spring	82,900.00	49,450.00	33,450.00
Summer	224,100.00	184,405.00	39,695.00
Total	471,100.00	337,055.00	134,045.00
Fitness	332,100.00	308,795.00	23,305.00
Preschool	274,105.00	270,905.00	3,200.00
Seniors	47,515.00	101,180.00	-53,665.00
Youth	181,650.00	154,900.00	26,750.00
Other Programs	22,800.00	12,700.00	10,100.00
Community Development	16,000.00	83,950.00	-67,950.00
General Admin	56,100.00	123,300.00	-67,200.00
Subtotal	1,401,370.00	1,392,785.00	8,585.00

Document Number: 6448480 Version: 4



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Diefenbaker Elementary

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Alli **Last Name:** Ridley

Title/Society Role (Optional): Teacher Consultant Indigenous Pedagogy and Curriculum

Address: 4511 Hermitage Dr.

City: Richmond **Province:** BC **Postal Code:** V7E4T1

Phone No.: (604) 668-6639 **Email:** aridley@sd38.bc.ca

Co-Applicant

First Name: Regina **Last Name:** Vosahlo

Title/Society Role (Optional): School administrator

Address: 4511 Hermitage Dr.

City: Richmond **Province:** BC **Postal Code:** V7E4T1

Phone No.: (604) 668-6639 **Email:** mververgaert@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Diefenbaker Garden Revitalization Amount Requested: \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

We are working to revitalize Diefenbaker Elementary School's garden. The garden requires new bed boxes, soil, manure, and plants. This garden is essential to the school community and neighbourhood as it provides learning opportunities and food security for our youngest Richmond residents. We plan to introduce local Indigenous plants, which is one way we can work towards reconciliation in our community. Outdoor learning helps students learn about and be aware of their "place". When students are invested in their surroundings they are more inclined to become stewards, protecting, and caring for the land.

Where in Richmond will your project take place?

Diefenbaker Elementary School

Anticipated Start Date: 03/01/2025 Anticipated End Date: 06/28/2025

Number to be Served: 400

How many will be Richmond residents? 400

How will these numbers be determined?

School population and community

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 2,500.00	garden bed refurbishing (wood, soil, manure, plants)
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):		
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

If we receive partial funding we will put this towards the total cost and look to other grants or the PAC to help us fund the remainder.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Current Year

Explanation for Accumulated Surplus or (Deficit)

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: _____

Charitable Number (Optional): _____ **Date of Incorporation:** _____

Society Website (Optional): <https://diefenbaker.sd38.bc.ca>

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

We will partner with the school PAC and apply for other grants if required.

How will you and your partner(s) promote the project and reach out to/include people in the community?

We will inform the school population through school newsletter and could inform the greater community via the Richmond News if necessary.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

I have created an Indigenous Healing garden at Blair and McKinney elementary schools. We have gardeners on staff who are excited to champion this work.

How will you measure the short-term and long-term effects of your project?

Refurbishing the garden will extend it's life and increase the opportunities for students to continue to use this space for years to come. The short term effects will be providing opportunities for students and community members to garden now and the long term effects will be this continuing into the future.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Regina Last Name: Vosahlo

Society Role: principal

Signature: [Signature] Date: Oct. 21/2024

Signing Officer 2

First Name: Tara Last Name: Chan

Society Role: Sr. Admin. Assistant

Signature: [Signature] Date: Oct 21/24

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: RCP Palmer Eco Team

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Annie **Last Name:** Ren

Title/Society Role (Optional): Treasurer

Address: 8160 St. Albans Rd

City: Richmond **Province:** BC **Postal Code:** V6Y2K9

Phone No.: 2369890092 **Email:** ren.annie2008@gmail.com

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Large Scale Garden City Clean Up Amount Requested: \$1000.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

The park of Garden City has been a staple for those of the community to spend time outside in the nature of Richmond. To preserve that environment, RCP Eco-Team is planning to launch a large scale park clean up program. Although there are trash cans around the area, wind can blow the garbage from surrounding areas, leaving litter on the grass. In the park, there is an abundant amount of wildlife, thus the garbage left by people and from surrounding areas (i.e the road) can impact the park negatively. By having a program that does scheduled clean-ups, we can ensure that the park is clean for wildlife and the community and have a positive influence on the nature of Richmond.

Where in Richmond will your project take place?

This will take place around Garden City Park.

Anticipated Start Date: November 17, 2024 Anticipated End Date: December 17, 2024

Number to be Served: 20 people

How many will be Richmond residents? All twenty will be Richmond residents.

How will these numbers be determined?

These numbers will be determined through online sign up forms.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

We do not have any from the City of Richmond.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)		
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$504.60	New and more trash tongs, buckets, garbage bags and gloves
Marketing and Promotion	\$2.50	For promotion poster printing costs.
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional): Transportation	\$60.00	For transportation from our school to the Garden City Park
Total:	\$566.50	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:			

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

It will be used in the same way but the program will be scaled down as the equipment will not be enough.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$1000.00
Amount Requested from Other Funders	\$0.00
Amount You Will Provide	\$0.00
Total:	\$1000.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	DNE	\$0
Total Expenses	DNE	\$ 267.55
Annual Surplus or (Deficit)	DNE	DNE
Accumulated Surplus or (Deficit)	DNE	DNE

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Our club is not given the specific current or past financial status, we only know if we do or do not have funds for the club, due to the school not letting us know the exact amounts. We do know that we do have funds but most are grants for other projects from previous years, so we cannot use them to help with our current programs and such.

Current Year

Our club is not given the specific current or past financial status, we only know if we do or do not have funds for the club. We do know that we do have funds but most are grants for other projects from previous years, so we cannot use them to help with our current programs and such.

Explanation for Accumulated Surplus or (Deficit)

The reason we are not in surplus or deficit is because because we still have grant money funds from previous years, however we can knly use those grants for their corresponding projects, not for our current one.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: _____

Charitable Number (Optional): _____ **Date of Incorporation:** _____

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: _____ Last Name: _____

Society Role: _____

Signature: _____ Date: _____

Signing Officer 2

First Name: _____ Last Name: _____

Society Role: _____

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: The Sharing Farm Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Leslie **Last Name:** William

Title/Society Role (Optional): Executive Director

Address: 2771 Westminster Highway

City: Richmond **Province:** BC **Postal Code:** V7C 1A8

Phone No.: (778) 322-1793 **Email:** leslie@sharingfarm.ca

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Habitat Enhancement & Education Proje **Amount Requested:** \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

The Sharing Farm Society seeks to continue and expand our commitment to environmental enhancement through sustainable agriculture in Terra Nova Park, a diverse ecological and environmentally sensitive area. In 2025, we would like to focus on two areas: Enhancing beneficial insect and bird habitats through increased planting of cover crops and flowers, and equipping a new propagation space following the closure of our previous facility. Many of the seedlings we will produce in the propagation house will provide important forage for many insects and birds. Based on conversations with Delta Farmland and Wildlife Trust, we are introducing efforts to support bird habitats as well. Birds play an important role in the pollination process by transferring pollen between flowers and assisting in the transfer of seeds. We will also collaborate with the Community Bat Programs of BC to educate about the five species of bats that are found in Terra Nova.

Cover crops and flowers are vital to our farm and the surrounding areas, as they improve soil health, increase biodiversity, and support a robust ecosystem of beneficial insects and birds. This activity directly contributes to the enhancement and conservation of Richmond’s unique island natural environment by ensuring the continued vitality of our local flora and fauna, which also benefits the broader ecological network of Terra Nova Rural Park. Our drop-in volunteer groups will assist with planting the cover crops and flowers. Our food crop success depends in large part on pollinators drawn to our flourishing flower gardens, which are maintained by a “Flower Power” volunteer team. We will also host another Pollinator workshop for Musqueam youth to teach about the role of pollination and identifying pollinators.

This season, our seedling nursery will no longer be usable due to a mold issue. We will be installing a new propagation greenhouse for plants and seedlings and are requesting funding for equipment needed within the nursery. The new facility will enhance our capacity to support local ecosystems. With improved infrastructure, we can grow a wider variety of plants and seedlings, crucial for our ongoing habitat enhancement projects, educational programs, and future food harvests for donation. We will also host a seedling sale of flowers and herbs grown in the propagation house, to encourage others in Richmond to grow plants that create habitat for beneficial insects and birds.

These initiatives are designed to foster a connected, thriving ecological network, promote community engagement through environmental stewardship, and educate the public on the importance of pollinators and sustainable agricultural practices. Through this project, the Sharing Farm will enhance the natural beauty and ecological health of Richmond, ensuring its resilience and diversity.

Where in Richmond will your project take place?

The Sharing Farm - Terra Nova Rural Park - 2771 Westminster Highway.

Anticipated Start Date: 03/01/2025 **Anticipated End Date:** 11/01/2025

Number to be Served: 6490

How many will be Richmond residents? 6000

How will these numbers be determined?

These numbers are based on 2024 statistics with slight expected increases: People served weekly by donated and purchased Harvest Baskets: 490; Volunteers at the farm: 510; Workshop participants: 170; Farm tour participants: 620; Customers at Farm Stand: 700; Garlic Fest attendees: 4000. These numbers do not include the daily visitors to the park, exposed to local, small-scale, sustainable agriculture.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Use of land in the Terra Nova Park (4 acres at est. \$500/year per acre = \$2,000); rental of Buemann house (\$1,400/month x 12 months = \$16,800/year utilities included); rental of the Red Barn 332 hours @ \$20 per hour = \$6,640

Total Estimated Value: \$25,440

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 1,500.00	Organic compost, seed amendments, seeds for bird and pollinator friendly plants
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 650.00	Equipment for inside the propagation house. (Lumber for seedling benches; hot water heater for germination; fans for ventilation.)
Marketing and Promotion		
Honorarium (up to \$350)	\$ 350.00	Facilitator for educational Pollinator workshop.
Insurance		
Other, provide details (optional):		
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
Local Food Infrastructure Fund	30000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Propagation house structure.
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 30,000.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

With partial funding we will focus on plantings and have to look for other sources to equip the new propagation house. We will need to plant cover crops no matter what, to improve nutrient cycling and protect the soil for our spring planting of vegetable crops, but the budget for this would take away from other important farm activities. Partial grants could mean fewer plantings of flowers and cover crops which could ultimately impact harvest yields.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 449,508.00	\$ 318,196.00
Total Expenses	\$ 421,324.00	\$ 294,316.00
Annual Surplus or (Deficit)	\$ 28,184.00	\$ 23,880.00
Accumulated Surplus or (Deficit)	\$ 412,870.00	\$ 436,780.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Expenses stayed within budget and we hosted a successful Richmond Garlic Festival.

Current Year

Expenses stayed within budget and we hosted a successful Richmond Garlic Festival.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus has been built up over many years. It is invested in working capital, operating assets and a contingency provision. The farm has been diligent in recent years in building up a contingency fund that will prevent us from having to scale back operations or lay off staff in the event of unforeseen circumstances. If contingency funds become surplus, they will eventually be invested in operational assets, expansion plans, and investment in human resources.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: 863238515RR0001

Charitable Number (Optional): S-0044350 **Date of Incorporation** 07/16/2002

Society Website (Optional): <https://www.sharingfarm.ca/>

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

Minoru Seniors Centre, Richmond Family Place, Musqueam, Delta Farmland and Wildlife Trust, Community Bat Programs of BC

How will you and your partner(s) promote the project and reach out to/include people in the community?

We will recruit volunteers for the nursery and flower growing programs through our volunteer network and social media platforms. We have spent a lot of time this year on improving our communications with current and potential volunteers. Promotions will also run through local channels such as Richmond Cares, I Can Help Richmond, Volunteer Connector, Charity Village, Urban Bounty, and the Native Bee Society of BC. This year, with the addition of a new nursery, we aim to engage more community groups to help with planting seedlings that support our pollination initiatives.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Our organization and our partners, Minoru Seniors Centre, Musqueam, and Richmond Family Place, have a long history of collaboration in community-oriented projects. Together, we have effectively managed numerous volunteer-driven events, including vegetable donation distributions and environmental workshops. The introduction of a new nursery will help increase community involvement in sustainable agricultural practices and education on pollination and ecosystem health.

How will you measure the short-term and long-term effects of your project?

Short-term and long-term effects will be measured by:

Number of volunteers involved in nursery operations and the flower growing program.
Attendance at any workshops focusing on sustainable agriculture and pollinator health.
Total square footage of cover crops, pollinator-friendly flowers, and bird friendly plants planted.
Number of seedlings grown and distributed to the community, enhancing local biodiversity and extending pollination beyond our farm.

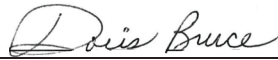
Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Doris Last Name: Bruce

Society Role: Board Chair

Signature:  Date: 10/21/2024

Signing Officer 2

First Name: Kyla Last Name: Hochfilzer

Society Role: Board Director

Signature:  Date: 10/21/2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Minoru Seniors Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Jim Last Name: Kojima

Title/Society Role (Optional): President

Address: 7191 Granville Ave

City: Richmond Province: BC Postal Code: V6Y1N9

Phone No.: (604) 238-8450 Email: seniors@richmond.ca

Co-Applicant

First Name: Amy Last Name: Yu

Title/Society Role (Optional): MSS Board Memeber

Address: 7191 Granville Ave

City: Richmond Province: BC Postal Code: V6Y1N9

Phone No.: (604) 238-8450 Email: seniors@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: The Minoru Gardeners Amount Requested: \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

“The Minoru Gardeners” project is a volunteer activity run by members of the Minoru Seniors Society. The program has created opportunities for community members, especially seniors 55+, and groups to become involved in the maintenance of existing garden beds around the centre as well as raised garden beds used for a variety of plants. Volunteer participants focus on a raised garden bed and planter at the entrance of the centre and four raised garden beds located in the garden area of the back patio. Volunteer activities include weed control, annual and perennial planting maintenance and general clean up.

This past season included the planting of vegetables and herbs that were used in the Minoru Seniors Society Cafeteria. There continues to be opportunities for seniors to learn new skills and for others to provide leadership through teaching. Involvement in this program has allowed members to become stewards of the area, taking pride in the role they play in contributing to the care and enhancement of the environment around the centre.

The additional growing space brings pollinators into the city's centre and provide an opportunity for seniors to tend to and enjoy harvested food.

This initiative aligns with many of the seven dimensions of wellness:
Emotional: gardening improves mood, boosts self esteem stress relief and improves concentration and memory.
Physical: gardening can be an activity that promotes overall health and physical strength, fitness and flexibility.
Social: connect with others in the community for a common purpose
Environmental: supporting the environment around us, integrating wellness into physical environments
Vocational: provides both leadership, learning opportunities and being productive by helping others.

Being a multi-use facility with Fitness, Aquatics and Senior Services the centre attracts approximately 3000 users each day, a program like this creates excitement and commitment for all. A place to get involved, an opportunity to connect, contribute to our environment, to be proud.

Where in Richmond will your project take place?

The Seniors Centre at Minoru Centre for Active Living.

Anticipated Start Date: 01/01/2025 Anticipated End Date: 12/21/2025

Number to be Served: 25

How many will be Richmond residents? 22

How will these numbers be determined?

Attendance taken at monthly meet ups and registration at workshops.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

The Minoru Seniors Society runs programs and services at the Minoru Centre for Active Living. City of Richmond staff also support the MSS programs and services.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 1,400.00	Gardening tools and replacements, additional raised beds, soil, plants.
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 75.00	Safety glasses, gloves and knee pads.
Marketing and Promotion	\$ 25.00	Printing of flyers and marketing materials
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):	\$ 1,500.00	Free gardening workshops for volunteers and members of the community.
Total:	\$ 3,000.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

We would use the funds received as noted but would do less, less planter boxes and plants, not as many educational workshops.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	\$ 500.00
Total:	\$ 3,000.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 857,718.00	\$ 1,222,012.05
Total Expenses	\$ 709,218.00	\$ 1,214,377.22
Annual Surplus or (Deficit)	\$ 110,703.00	\$ 7,638.83
Accumulated Surplus or (Deficit)	\$ 454,372.00	\$ 462,010.93

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Financial statements are for 2023. The CEBA loan will have to be paid by December 31,2025. The Society had a healthier year than expected last year. With the excess funds, they have already been planning new initiatives to better serve the seniors community and use the excess funds.

Current Year

Budget is for 2024/2025.

Explanation for Accumulated Surplus or (Deficit)

The Society's objective is to have sufficient liquidity to meet its liabilities when due. Liquidity risk exposure is dependent on the receipt of funds from membership fees, services provided, cafeteria and bistro sales, funds from certain government agencies and other miscellaneous receipts. The Society monitors its cash balances and cash flows generated from operations to meet its requirements and consistently analyses results compared to budgets.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S-0021134

Charitable Number (Optional): _____ **Date of Incorporation** 03/21/1986

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

We will measure the effects of the program based on registration numbers and by gathering testimonials from participants in order to understand how the program addresses social isolation and provides enjoyment for 55+ participants. We will track returning participants, track successful outreach initiatives to seniors in the community who may not have access to gardens, and will grow the program to include more garden beds and intergenerational programming.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Jim Last Name: Kojima

Society Role: President

Signature: [Signature] Date: October 23, 2024

Signing Officer 2

First Name: Amy Last Name: Yu

Society Role: Board Member

Signature: [Signature] Date: October 23, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Richmond Nature Park Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Brenda **Last Name:** Bartley-Smith

Title/Society Role (Optional): President

Address: 11851 Westminster Highway

City: Richmond **Province:** BC **Postal Code:** V6X 1B4

Phone No.: (604) 238-6188 **Email:** nature@richmond.ca

Co-Applicant

First Name: Reinaldo **Last Name:** Cheng

Title/Society Role (Optional): Director

Address: 11851 Westminster Highway

City: Richmond **Province:** BC **Postal Code:** V6X 1B4

Phone No.: (604) 238-6188 **Email:** nature@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Bird Feeding Station Habitat Upgrades **Amount Requested:** \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

We seek funding to enhance the bird feeding station at Richmond Nature Park, addressing the competition for food between birds and rodents and reducing health risks. This initiative aims to promote a healthier, more diverse ecosystem by implementing natural rodent and pest management techniques alongside targeted upgrades to the feeding station. The project includes the installation of bird baffles and seed saucers/catchers and a trial to use mess-free seed to minimize food waste and deter rodent access. Additionally, we will plant rodent-detering shrubs, which will not only reduce rodent presence but also provide essential habitat for various bird species. These upgrades will help create a more inviting environment for birds, thereby supporting their populations and enhancing biodiversity within the park. Community involvement is a key component of this initiative. We plan to engage local volunteers in planting the shrubs as part of our annual Earth Day activities, fostering a sense of stewardship and connection to the environment among participants. This hands-on approach will also educate community members about the importance of sustainable practices in wildlife management. The anticipated outcomes of this project include decreased rodent competition for bird food, improved bird feeding experiences, and strengthened community ties through volunteerism. Signage will be added to explain the rodent-reducing techniques used. By promoting healthy, functioning ecosystems, this initiative will contribute to the long-term sustainability of Richmond Nature Park and provide a model for residents to follow at their home residences. Thank you for considering our proposal to support the well-being of our avian friends and the environment they inhabit.

The bird feeding station is active October through April, annually, with hummingbird feeders active year-round. It is a big attraction at the Nature Park and we hope to continue to be known for the birds... and not the rats!

Where in Richmond will your project take place?

Richmond Nature Park - 11851 Westminster Highway, behind the Nature House in the bird feeding area.

Anticipated Start Date: 04/20/2025 **Anticipated End Date:** 05/31/2025

Number to be Served: Thousands of birds - hundreds of photographers

How many will be Richmond residents? Many!

How will these numbers be determined?

Staff will keep track of volunteers who participate in the planting. Visitors outside in the park are not captured (only those that come through the Nature House). Will also keep track of the rat population to see if the efforts work!

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Operating and License Agreement with the City of Richmond to run programs out of Richmond Nature Park.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 900.00	Shrubs, soil amender
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 1,000.00	Bird Baffles, seed saucers/catchers, mess-free bird seed (pre-shelled)
Marketing and Promotion	\$ 500.00	Permanent site signage to explain rodent reducing measures.
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):	\$ 100.00	Refreshments for volunteers
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

Fewer plants will be purchased and we will scale back the rest of the project accordingly.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 122,572.00	\$ 93,716.22
Total Expenses	\$ 107,155.00	\$ 94,206.20
Annual Surplus or (Deficit)	\$ 15,417.00	(\$ 489.98)
Accumulated Surplus or (Deficit)	\$ 270,379.00	\$ 269,888.86

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Surplus resulting from increased grants secured for summer staff and high program participation numbers.

Current Year

Budget is as of the end of August 2024. Still waiting on some of the summer grant revenue to come through.

Explanation for Accumulated Surplus or (Deficit)

The Richmond Nature Park Society has been cautious in it's spending over the past few years due to covid. They are now investing their money back into their events, programs and new exhibits for the Nature House.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S11581

Charitable Number (Optional): 898746938RR **Date of Incorporation** 05/09/1975

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Richmond Nature Park Society Facebook and City of Richmond Parks Instagram. Richmond Nature Park on site signage. City of Richmond's Richmond Nature Park website.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

We have a dedicated team of directors, staff, and volunteers. We have hosted many volunteer planting and invasive pull events in the past and have the supplies already required to plant the shrubs so no additional tools are needing to be purchased.

How will you measure the short-term and long-term effects of your project?

Short-Term Effects
Reduced Rodent Competition: Immediate implementation of bird baffles and seed catchers will decrease food competition between birds and rodents, enhancing bird feeding opportunities.
Increased Bird Activity: With improved feeding conditions, we expect to see an increase in bird visitation and activity at the feeding station.
Community Engagement: The involvement of volunteers in planting activities will foster community connection and raise awareness about local wildlife conservation.
Educational Opportunities: Signage will bring awareness to initiatives being used so that residents can mimic similar opportunities in their private residences.

Long-Term Effects:
Sustainable Ecosystem Health: By incorporating rodent-detering shrubs, we anticipate a more balanced ecosystem that supports healthy bird populations and minimizes pest issues naturally.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Brenda Last Name: Bartley-Smith

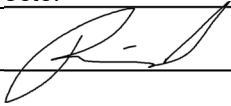
Society Role: President

Signature: _____ Date: _____

Signing Officer 2

First Name: Reinaldo Last Name: Cheng

Society Role: Director

Signature:  _____ Date: 10/23/2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Brenda Last Name: Bartley-Smith

Society Role: President

Signature: B. Bartley-Smith Date: Oct 22, 2024.

Signing Officer 2

First Name: Reinaldo Last Name: Cheng

Society Role: Director

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Benguet Society of British Columbia

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Judith **Last Name:** Santiago

Title/Society Role (Optional): Vice President

Address: 209-15140 29A Ave

City: Surrey **Province:** BC **Postal Code:** V4P3B1

Phone No.: (604) 536-3709 **Email:** 2020ayay@gmail.com

Co-Applicant

First Name: Mary Ann **Last Name:** Galasgas

Title/Society Role (Optional): Secretary

Address: 5769 Knight St

City: Vancouver **Province:** BC **Postal Code:** V5P2V4

Phone No.: (778) 317-8425 **Email:** magalagas@gmail.com

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: BSBC Adopt A Street Amount Requested: \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Benguet Society of BC is a non profit organization where members are immigrants from the province of Benguet, Philippines. Members are from the lower mainland. We started this activity (Adopt A Street) in June of 2017. Since then, we collected cigarette butts, plastics, straws, cardboard boxes, foams, mattresses and wood planks. These heavy items were dumped along River Rd. Our adopt a street activity is in alignment with the City of Richmond's ecological approach to sustain our environment. By cleaning our streets and storm drains, we can prevent pollutants travel from our streets to the river (Fraser River) and to the ocean. By having a clean water system, we can sustain healthy maritime fauna. Having this grant will help us sustain this volunteer program as a long term project of the organization.

Where in Richmond will your project take place?

River Road from Cambie to Gilbert Road

Anticipated Start Date: 06/01/2017 Anticipated End Date: _____

Number to be Served: 15

How many will be Richmond residents? 0

How will these numbers be determined?

Numbers will be determined by how many will volunteer on our day of activity.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

None

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 1,500.00	purchase of wheeled cart to carry heavy objects dumped along River Road, brooms and dustpan to clear the strom drain clogged by debris.
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to \$350)	\$ 1,000.00	samll amount to be spent after each activity for coffee until funds are exhausted, \$50.00/activity.
Insurance		
Other, provide details (optional):		
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
N/A		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 0.00
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	51,081	18,296
Total Expenses	51,384	19,769
Annual Surplus or (Deficit)	(303)	(1,474)
Accumulated Surplus or (Deficit)	7,237	5,764

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The organization's annual deficit is caused by the additional programs and activities of the organization. Example is the additional scholars under our Scholarship Program and donations of various items to schools and individuals. One of the organization's objectives is to provide educational assistance to our beneficiaries in our home country.

Current Year

As per how our performance is going, we see an annual deficit at the end of the current year due to the decrease in our fundraising activities. Furthermore, we were not able to get approved in one of our grant application for the organization's main annual festival, in which case our proceeds from our fundraisers and solicitations were hugely used for such event.

Explanation for Accumulated Surplus or (Deficit)

The organization's accumulated surplus partly came from fundraising and solicitations from the organization's members, donors and sponsors. Since its inception, the organization tries to maintain a certain amount or fund to cover contingencies, fixed costs or expenses needed to get the organization going. Since we don't have a regular source of revenue and we are only dependent on fundraising and donations from our members and supporters/partners, we saw it best to make sure we maintain an amount in the bank to ensure continuity with our programs.

x Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

x Attach Operating Budget for current

year. **Society Number:** S-0065936

Charitable Number (Optional): _____ **Date of Incorporation:** August 31, 2016

Society Website (Optional): benguetsociety.org

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

N/A

How will you and your partner(s) promote the project and reach out to/include people in the community?

By engaging to individuals we meet along the way, make them aware of this program by the city and we hope that it will encourage them to join us or adopt a portion of their street. Posting visible catchy posters and thru social media.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Benguet Society of BC started this activity in JUne 2017 with City of Richmond. We have been consistently allocating one weekend a month to pick up plastics, cigarette butts and garbage along the River Rd. The organization also has hosted multiple shore clean ups in Surrey, Coquitlam and Vancouver.

How will you measure the short-term and long-term effects of your project?

We started with just the officers doing this volunteer activity. Over the years, members and their families started joining us. Our aim is by advertising thru poster and social media, more individuals, members and non-members will join us with this great endeavour


Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Rafael Last Name: Chan

Society Role: Chairman of the Board

Signature:  Date: October 23, 2024

Signing Officer 2

First Name: Bruce Last Name: Ganase

Society Role: Board of Director

Signature:  Date: October 23, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Sue L. Tian

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sue **Last Name:** Tian

Title/Society Role (Optional): _____

Address: 7080, No. 3 Rd

City: Richmond **Province:** BC **Postal Code:** v6y0b5

Phone No.: 604-729-3711 **Email:** tianleilei@gmail.com

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To \$500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Make Today Greener workshop Amount Requested: \$500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

My project is an action-based workshop that focus on biodiversity and wildlife education in local neighbourhoods. It's a community event to be carried out as one-day workshop, which is free and open to all with in-person activities for eco-friendly experience and practices.

The project aims to create more opportunities and bring community members together for proactive climate action and environmental sustainability. By taking green together initiatives, some family-friendly programs can be planned and customized for a diverse audience to connect actively with eco parks and recreational spaces, such as nature walk, wildlife storytelling, environmental art and craft making, interactive learning and sharing about biodiversity and ecosystem.

I had a good experience to organize and complete the grant-funded project last time. In collaboration with nature park services, it's done as a hands-on workshop to engage a group of participants for waste reduction, green living and sustainable practices. Make today greener and make everyday greener, together we can take positive actions through community opportunities and leadership for the enhancement, restoration and conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

a public place in Central Richmond

Anticipated Start Date: 4/26/2025 Anticipated End Date: 4/26/2025

Number to be Served: 16-20 participants

How many will be Richmond residents? 80-100% of audience

How will these numbers be determined?

A limited capacity of 16-20 numbers is determined based on the event space, workshop materials and equipment.
 The project is primarily to inspire and engage local community members, their family members and friends from other communities are also welcome to join in a diverse and inclusive environment.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: support local climate action and biodiversity in urban green spaces

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	80	educational materials, plants, healthy food and drinks, prizes and giveaways
Program Supplies (e.g. equipment rentals, tools, safety equipment)	60	tables and chairs, papers and tags, color pens, projector and screen
Marketing and Promotion	80	posters and flyers, posting design and outreach
Honorarium (up to \$350)	160	research and presentation, event communication and organization
Insurance	90	event insurance related to the location and safety
Other, provide details (optional):	90	room rental, copy and printing, delivery
Total:	\$ 560	

Financial Assistance From Other Sources

Are you applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

It will be mainly used to cover material cost, rental and insurance fees.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	500
Amount Requested from Other Funders	
Amount You Will Provide	60
Total:	\$ 560

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

The partnership will be developed through the project planning process. The list is TBD for now with potential individuals and organizations:
- environmental expert and guest speakers
- Earth Week programs, Richmond Nature Park Society, Richmond Public Library and community centres

How will you and your partner(s) promote the project and reach out to/include people in the community?

We will work as part of green together initiatives to post and share the project info through outreach and promotion, spread the word and participate in Ecological Network activities to reach out people as many as possible across diverse communities.

Describe your capacity and your partner(s)' capacity and experience in hosting similar projects.

My last grant-funded project was held with a success. In partnership with Richmond Nature Park Society, it's hosted with indoor and outdoor activities to engage the local audience for a close connection of green nature and eco park. Interactive and interesting, it's designed and delivered with a multilingual program for a diverse group, including plant walk and environmental craft making for a hands-on experience and wildlife education.

How will you measure the short-term and long-term effects of your project?

My project is practical and actionable with a collaborative work of community participation and partnership. The short-term effects will result a direct and measurable environmental benefit, which encourages community members to get involved in green together activities and take away as a daily practice. The long-term effects will be measured with a positive outcome and ecological impact on our natural environment, while collaborating with public programs and local partners to develop a community stewardship and leadership in environmental protection and sustainability

Step 5: Verification & Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: Sue Last Name: Tian

Signature:  Date: 10/23/2024

Co-Applicant Signature

First Name: _____ Last Name: _____

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Hamilton Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sarah **Last Name:** Kennedy

Title/Society Role (Optional): Program Coordinator

Address: 5140 Smith Drive

City: Richmond **Province:** BC **Postal Code:** V6V2W5

Phone No.: (604) 238-8054 **Email:** skennedy@richmond.ca

Co-Applicant

First Name: Ethan **Last Name:** Haldeman

Title/Society Role (Optional): Recreation Leader

Address: 5140 Smith Drive

City: Richmond **Province:** BC **Postal Code:** V6V2W5

Phone No.: (604) 238-8052 **Email:** ehaldeman@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Earth Week at Hamilton **Amount Requested:** \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Hamilton Community Association (HCA) is requesting funds to run a series of workshops in recognition of Earth Day 2025. These workshops will run throughout the week to cater to a greater demographic and ensure a variety of community members are able to attend. HCA would like to run workshops related to Earth Day 2025's theme "Our Power, Our Planet". This would include various educational talks on renewable energy sources and how our community can make a greater impact on climate change. Other workshops include bicycle safety and repairs, bird watching, and gardening with Urban Bounty. Participants will gain hands-on experience in these workshops learning sustainable planting methods, composting and how to attract pollinators. A community garden was recently built at Hamilton Community Centre and currently all plots are filled. HCA would like to use additional funding to purchase supplies for the community to use in their garden plots. HCA's Preschool, Out of School Care and Seniors programs each have a plot and these supplies would support their work. HCA would like to offer a community hike to Rice Lake as it was popular in previous years. HCA would like to demonstrate it's commitment to the environment by conserving resources and reducing our carbon footprint. We are also interested in partnering with Terra Nova's Nature School Trailblazers program to educate our Preschool and OSC programs on wildlife in our neighbourhood and how they can do their part to support a greener planet. The goal of our workshops is to build connections between residents and educate them on the importance of environmental stewardship in our neighborhoods. In the past, we have had about fifty-five participants attend our workshop activities as a part of Earth Day. We would like to increase this number and recruit other members of the community this year.

Where in Richmond will your project take place?

Hamilton Community Centre

Anticipated Start Date: 04/21/2025 **Anticipated End Date:** 04/30/2025

Number to be Served: 70

How many will be Richmond residents? 70

How will these numbers be determined?

Registration will be required for all workshops.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Hamilton Community Association uses the Hamilton Community Centre for it's services. This is a city owned recreation facility. There are twenty city staff that work out of this facility. This includes front desk staff, programmers and building service workers.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 700.00	Soil, plants, seeds, light refreshments for workshops.
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 700.00	Bus, bus driver, and garden supplies
Marketing and Promotion	\$ 100.00	Boosted posts on Instagram and Facebook
Honorarium (up to \$350)	\$ 1,000.00	Contractors and workshop facilitators
Insurance	\$ 0.00	
Other, provide details (optional):		
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

If Hamilton Community Association receives part of the amount requested, Earth Day activities will still occur. The proposed workshops may have to be scaled down to ensure there are sufficient funds to run and support honorariums for contractors.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 0.00
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 873,696.01	\$ 837,986.85
Total Expenses	\$ 743,749.06	\$ 815,350.93
Annual Surplus or (Deficit)	\$ 129,946.95	\$ 22,635.92
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Licensed childcare, preschool, fitness, and seasonal programs generate revenue that has contributed to the annual surplus from the last complete fiscal year. Sport drop-in programs have increased in attendance since the pandemic. This has increased revenue from previous years and added to the associations overall surplus. The covid-19 pandemic had lowered sport drop-in attendance during previous fiscal years. The revenue generated in this program has helped offset the losses in other areas such as seniors programs, youth programs and community events.

Current Year

The increase in wages and hours for association staff has anticipated a reasonable surplus of \$22,635.92.

Explanation for Accumulated Surplus or (Deficit)

During each fiscal year the Associations surplus accumulates based on revenue generated in programs. The surplus is redistributed back into our programs and events. It helps offset losses in program areas such as events, seniors and youth. Accumulated surplus is also used towards upgrades within the facility. This past year, the surplus was used to purchase new sports equipment, treadmills and elliptical machines for the fitness centre. The association also invested in staff and increased the hours for the Program Coordinator position. Hours were increased from 20 to 35 hours a week, making it a full time position.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S0028587

Charitable Number (Optional): 139301451 Date of Incorporation 01/22/1992

Society Website (Optional): <https://www.richmond.ca/parks-recreation/centres/hamiltoncentre.htm>

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: _____ Last Name: _____

Society Role: _____

Signature: _____ Date: _____

Signing Officer 2

First Name: _____ Last Name: _____

Society Role: _____

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Green Teams of Canada

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Ashton **Last Name:** Kerr

Title/Society Role (Optional): Lower Mainland Green Team Partnerships Manager

Address: PO Box 31149 RPO Thunderbird

City: Langley **Province:** BC **Postal Code:** V1M 0A9

Phone No.: 778-968-2693 **Email:** ashton@greenteamsCanada.ca

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Improving Health & Inspiring Stewardship **Amount Requested:** \$2,500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Green Teams of Canada (GTC) is seeking funding from the Richmond Environmental Enhancement Grant for its Lower Mainland Green Team (LMGT) to go towards organizing one hands-on environmental education activity removing invasive plants and/or planting native species in a natural area/park of the City's choosing. The funding received from this grant will not cover the full costs of this activity.

This project will instill hope, connect and empower Richmond residents, including youth and those who are under-represented in stewardship, to become lifelong environmental stewards, prioritize health and well-being, and enable them to take care of each other and the places they live.

This project will provide direct benefits for Richmond including:

- More opportunities for Richmond residents, especially youth, to engage in inclusive, educational, community building activities that have a positive environmental impact
- Improvement of natural areas through the removal of 3+ cubic metres of invasive plants/planting of native species to increase biodiversity and promotion of responsible usage
- Increased public education and action on the threat of invasive plants and climate change
- Additional capacity for park staff to conduct conservation work
- Positive media exposure for the City
- Increased environmental stewardship among residents

20+ community members from various backgrounds, mostly aged 12-40 and from Richmond, will be engaged and contribute 60+ volunteer hours. It is estimated that 50% will be introduced to stewardship activities and 40% will be introduced to the natural area. These community members will:

- Develop a sense of belonging to community and place, enabling them to take care of each other and the places they live;
- Connect to nature, which cultivates a deeper respect for nature and leads to responsible environmental behaviour;
- Learn about environmental issues such as climate change and how it impacts local ecosystems;
- Have improved mental and physical health;
- Have increased confidence, resilience, and perseverance
- Build life skills such as critical thinking, leadership, and teamwork;
- Realize the power they have to make a difference as a group of people working together;
- Gain practical ecological restoration skills;
- Become aware of civic responsibility and the role they can play in improving the environment and strengthening their community;
- Increase biodiversity and restore habitats in Richmond, making them more resilient to climate change

Using an activity that enhances habitat, GTC is focusing on impacting and empowering people to help create healthy communities engaged in environmental stewardship.

Where in Richmond will your project take place?

This project will take place at a natural area or park in the City of Richmond, with the exact location to be determined by the City of Richmond. Recent GTC activities in partnership with the City of Richmond have run at Terra Nova Rural Park, the Richmond Nature Park and Garry Point Park

Anticipated Start Date: Mar 1, 2025 **Anticipated End Date:** Oct 31, 2025

Number to be Served: 20-50

How many will be Richmond residents? 60-85%

How will these numbers be determined?

Extensive outreach will result in large numbers of diverse community members engaged. Registration & check-in forms will determine the number of people engaged, where they live, their experience level & more.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

GTC currently has a fee-for-service partnership with the City of Richmond and is eager to strengthen and build a more robust, sustainable relationship that ensures ongoing community engagement.

If a planting activity is desired, GTC requests that the City of Richmond provide the native plants and trees.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: Supports Community Wellness Plan, Parks and Open Space Strategy, Trail Strategy & more

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)		
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$205	Shovels, loppers, pruners, rakes, gloves, refreshments, tarps
Marketing and Promotion	\$1,972	Community engagement work (plan, run activities, conduct outreach, etc.)
Honorarium (up to \$350)		
Insurance	\$220	Admin, insurance, database management system for evaluation
Other, provide details (optional):	\$103	Transportation of tools & supplies to/from activity, site visit
Total:	\$2,500	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
City of Richmond Parks	\$600	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	To cover additional costs to enable activity to run
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2,500
Amount Requested from Other Funders	\$600
Amount You Will Provide	\$2,500+
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	377,506	
Total Expenses	402,117	
Annual Surplus or (Deficit)	-24,611	
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

GTC's fiscal year is from August 1 to July 31. The above information under Last Complete Year is the information from GTC's last completed audit for the Aug 1 2022-Jul 31 2023 fiscal year (audit attached). An audit is currently in progress for the Aug 1 2023-Jul 31 2024 year. This audit can be sent to the City once it is complete in the next 1-2 months.

Current Year

GTC's current fiscal year started on Aug 1 2024 and ends on Jul 31 2025. Current budget is \$432,998. 54% of budget has currently been fundraised. The remainder of the budget is expected to be fundraised by the end of the fiscal year.

Explanation for Accumulated Surplus or (Deficit)

Please refer to attached audit for Aug 1 2022 - Jul 31 2023 fiscal year. All information about GTC's finances are in this document.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: XS-0063065

Charitable Number (Optional): 809488448RR0001 **Date of Incorporation:** October 28, 2013

Society Website (Optional): www.greenteamsCanada.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

GTC acquires in-kind products from sustainable businesses to give to volunteers as rewards. Some businesses include Green Beaver, Carina Organics, Camino Chocolate, Blume, Nelson Naturals, Holy Crap Cereal, Swedethings, West Coast Seeds, Tru Earth, Salt Spring Coffee, OLA Bamboo, Noochpop, LUSH and more.

How will you and your partner(s) promote the project and reach out to/include people in the community?

GTC's unique community engagement model includes conducting extensive outreach to everyone in the community, especially those under-represented in stewardship activities such as youth, newcomers, marginalized groups and more. This includes researching and contacting potential participants, schools, organizations and businesses, utilizing social media, media outlets (local newspapers, radio) and tapping into the LMG T's volunteer base of over 6,700 people, including Richmond residents. +

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Since 2013, Green Teams of Canada (GTC) has connected, built and empowered diverse communities through hands-on educational activities that promote health, well-being and environmental stewardship. Activities include invasive plant removals, planting of native species, litter clean-ups and more. GTC and its staff have won 12 social innovation awards (national, provincial and local) because it has reached and engaged a previously untapped young demographic aged 12-40. GTC's Lower Mainland and Greater Victoria Green Team programs are among the largest environmental volunteer groups in their respective regions. So far, the two programs have: Run 950+ activities in 120 green spaces and 30 municipalities, engaged 23,000+ community members of all ages, backgrounds and abilities, removed 4,900+ cubic metres of invasive plants, planted 27,000+ native species, removed 8,500+ pounds of garbage, worked with 65+ schools and 100+ government agencies, non-profit organizations, educational institutions, land trusts and stewardship groups, & raised environmental awareness to 2 million people through media coverage (200+ times, including Global News, CBC Radio, and local newspapers). The Lower Mainland Green Team (LMGT) has run activities in Richmond since its founding in 2011, and has recently run activities with the City of Richmond at Terra Nova Rural Park 2020-2024 and Garry Point Park in 2022.

How will you measure the short-term and long-term effects of your project?

To measure the effects of this project, GTC will: Use registration and check-in/out forms to track the number of participants, demographics, who was introduced to Terra Nova Rural Park and stewardship activities, and volunteer hours; Take 50+ photos of participants in action for the activity and post them online; Take videos of participants in action and sharing their experience; Conduct a post-activity survey to receive feedback on the activity and benefits experienced by participants; Measure the volume of invasive plants removed in cubic metres using a measuring tape; Measure the area of habitat revitalized in square metres using a GPS; and count the number of trees and shrubs freed from invasive plants. All data is inputted into a database management system to track and report on outcomes. A blog will be published on GTC's website within 36 hours of the completion of the activity reporting the outcomes and showcasing photos. A PDF report summarizing the activity will also be provided.

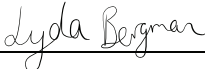
Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Lyda Last Name: Bergman


Society Role: Executive Director

Signature:  Date: 22 October 2024

Signing Officer 2

First Name: Tony Last Name: Guo

Society Role: Director - Board of Directors

Signature:  Date: 23 October 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Steveston Community Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Kendall **Last Name:** Herder

Title/Society Role (Optional): Community Facilities Coordinator

Address: 4111 Moncton Street

City: Richmond **Province:** BC **Postal Code:** V7E 3A8

Phone No.: (604) 238-8092 **Email:** kherder@richmond.ca

Co-Applicant

First Name: Isabel **Last Name:** Wong

Title/Society Role (Optional): Community Facilities Coordinator

Address: 4111 Moncton Street

City: Richmond **Province:** BC **Postal Code:** V7E 3A8

Phone No.: (604) 238-8091 **Email:** iwong2@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Think Green Amount Requested: \$ 2 500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Steveston Community Society would like to implement a variety of "Think Green" initiatives, programs, workshops, out-trips, etc. throughout the year to educate and encourage our community to take positive action on the environment and provide our community with ways to contribute to the enhancement, restoration and conservation of Richmond's unique island natural environment.

Our "Think Green" offerings will be inclusive to all and will also include opportunities for an intergenerational component with our licensed preschool, seniors and youth programs, as well as for families and members of the community. Our "Think Green" offerings will focus on an educational component and will provide tools, resources and learnings for our community to takeaway and continue to implement at home in order to provide a positive, ongoing and lasting impact on our environment.

Some of the "Think Green" proposed offerings include:

- programs and workshops to create items, crafts, etc. using recycled materials
- cooking programs and workshops using local products
- educational series component with topics including food waste, sustainable choices, etc.
- repair fairs (i.e. repairing and mending clothing, pop-use reuse event, etc.) to help reduce waste and support a circular economy, including extending the life of items rather than buying new, teaching our community how to repair and maintain items instead of them becoming waste
- intergenerational component with our preschool and seniors programs including opportunities to create crafts using recycled items and planting and plotting
- community clean up
- out-trips to the Nature Park

We would look to collaborate and partner with organizations that may be experts in these areas and/or can provide further contacts to reach out to, have suggestions on offerings, etc. to educate our community on simple, lasting ways they can make a positive impact and outcome on the environment they live in.

Where in Richmond will your project take place?

At Steveston Community Centre

Anticipated Start Date: 04/01 /2025 Anticipated End Date: 12/31/2025

Number to be Served: 500

How many will be Richmond residents? 450

How will these numbers be determined?

We will pull reports in our programming system to not only track how many patrons we served in all program offerings but also to determine how many were Richmond residents based on their account and postal code information.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

As we operate in a City facility, we receive subsidized space, utilities, maintenance, community centre staffing support, etc.

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 500.00	Plants, soil, recycled materials
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 500.00	Food ingredients, plotting items, gloves, bags, pickers, etc.
Marketing and Promotion	\$ 100.00	Use funds to boost social media advertising and promotion to reach more of our community members regarding our offerings and opportunities
Honorarium (up to \$350)	\$ 750.00	Honorariums for workshop facilitators
Insurance	\$ 0.00	N/A
Other, provide details (optional):	\$ 650.00	Educational Workshop Facilitators, Instructors, etc.
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

If partial funds are received, a review will take place on what we believe are the most important offerings to our community that would have the biggest impact as well as what offerings may not be as cost effective. This will allow us to make an informed decision on how best to move forward while providing as many initiatives to our community as possible. We would also look at creative ways to lessen the expenses of programs (i.e. use free resources where and if possible) in order to offer as many "Think Green" offerings as possible to our community.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 0.00
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 1,439,793.00	\$ 1,619,461.49
Total Expenses	\$ 1,375,430.00	\$ 1,594,957.41
Annual Surplus or (Deficit)	\$ 35,114.00	\$ 24,504.08
Accumulated Surplus or (Deficit)	\$ 1,091,195.00	\$ 1,115,699.08

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Increase of program offerings, registrations, etc. as we returned back to our normal pre-COVID times (Attached the 2022/23 fiscal year audited statements. 2023/24 fiscal year financial's are in process of being drafted and audited - can provide at a later date if needed, please let us know)

Current Year

We budget conservatively as you can't guarantee program registration and in turn revenue throughout the year, have seen a decrease in preschool school year registration which is impacting our overall budget this year as we still have expenses, etc. (Attached operating budget for current fiscal year, 2024/2025).

Explanation for Accumulated Surplus or (Deficit)

Society money is in contingency accounts that gain annual interest and still have pending transactions for the 2023/24 fiscal year that is currently being wrapped up.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S-3100

Charitable Number (Optional): N/A **Date of Incorporation** 08/31/1946

Society Website (Optional): stevestoncommunitysociety.com

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

City of Richmond Environmental Programs
Nature Park
Urban Bounty

Please note we have not reached out to these organizations/individuals yet but would look to once we hear back regarding this grant and planning continues.

How will you and your partner(s) promote the project and reach out to/include people in the community?

We will use a variety of promotion and marketing techniques including in-house brochures, posters and handbills available to community members, patrons and program participants at our Centre. We will also use social media platforms such as Instagram and Facebook to reach those that may not be coming into our Centre as well as the City of Richmond's calendar of events. Lastly we will try to promote in local, neighbouring schools and businesses.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Our organization provides the community with program and event offerings throughout the year therefore we have tons of experience in hosting similar events as to what we are proposing! We have a handful of staff that would be involved in executing these offerings therefore there is no concern with execution.

How will you measure the short-term and long-term effects of your project?

We would measure the short-term impact of our project by reviewing metrics and registration numbers from the offerings provided as well as gather testimonials from participants on what they learned, already knew, if the offerings were helpful and beneficial, etc. to determine if our project successfully impacted our community and patrons short-term.

As for long-term effects, we are hopeful that our offerings lead to positive environment results within the time frame of our project including a reduction of food waste, repairing instead of buying, buying used instead of new as well as finding alternative uses for recycled, used materials, positively benefiting our environment as a result.

We are also hopeful that patrons involved in these offerings may meet a new friend and find someone they can connect with and continue to positively impact the environment with outside of our offerings as well as provide learnings to those around them.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Alan Last Name: Sakai

Society Role: Director Past President

Signature: [Signature] Date: Oct 17, 2024

Signing Officer 2

First Name: Ampellia Last Name: Schuss

Society Role: Director

Signature: [Signature] Date: Oct. 17, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Young Naturalists' Clubs of British Columbia Society (NatureKids BC)

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Rebecca

Last Name: Law

Title/Society Role (Optional): Executive Director _____

Address: 1620 Mt Seymour Road _____

City: North Vancouver _____ **Province:** BC _____ **Postal Code:** V7G 2R9 _____

Phone No.: 604-220-6756 _____ **Email:** executivedirector@naturekidsbc.ca _____

Co-Applicant

First Name: Katelyn _____ **Last Name:** Bissat _____

Title/Society Role (Optional): Provincial Network Coordinator _____

Address: 1620 Mt Seymour Road _____

City: North Vancouver _____ **Province:** BC _____ **Postal Code:** V7G 2R9 _____

Phone No.: 250-819-1055 _____ **Email:** coordinator@naturekidsbc.ca _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Richmond NatureKids Intergenerational Club

Amount Requested: \$2500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

The NatureKids BC province-wide network has been without a Richmond-based club for over 10 years and yet we are observing Richmond-based families join the organization as members and attend Vancouver-based, Delta-based and Burnaby-based events.

With successful focussed recruitment efforts in early 2024, NatureKids has secured two local Richmond community leader volunteers, whom are preparing to launch the local Richmond NatureKids club and monthly family-based nature experiences this winter. We are pleased that one brings fluency in Mandarin language!

NatureKids BC brings families together for organized monthly Explorer Days in local natural greenspaces to help children explore and connect with nature at their doorstep, learn about BC's biodiversity, wildlife, plants and public green spaces, and take action for nature.

Our Richmond NatureKids Family Nature Club project engages LOCAL nature experts as mentors to lead the adventures and learning.

Each participating family receives supplemental at-home resources and programming through NatureWILD magazine and curated notes for the community, enabling families to attend NatureKids programming and empowering self-guided local opportunities with local collaborations that take action through local stewardship projects.

By increasing visibility and offering accessible, fun, and educational activities, we aim to inspire children and their families to engage with nature, fostering a sense of community and encouraging environmental stewardship.

The anticipated benefits include:

- Increased membership and active participation in the Richmond NatureKids club.
- Enhanced connection between families and nature, promoting well-being and outdoor learning.
- Creation of opportunities for community building and strengthened community networks, ensuring the long-term sustainability of the club.

The evidence is clear, children are becoming increasingly disconnected from nature and spend the majority of their time indoors, much of it on screens, and continue to cope with the effects of the pandemic.

This project directly supports Richmond’s Island Natural Environment plans related to the Ecological Network by creating opportunities for families to learn about Richmond’s natural environmental assets, participate in restoration and conservation activities with other families and enjoy a high quality of life through nature-based activities.

Where in Richmond will your project take place?

The 2025 plan is developed by our Community Leader Volunteers (to be confirmed). Here is a list of proposed locations for our monthly family-oriented nature learning experiences.

- Terra Nova Rural Area and nearby dike
- Richmond Nature Park and Nature House
- London Heritage Farm
- Iona Beach
- Garden City Park and Lands
- Steveston Harbour

Anticipated Start Date: December 2024 _____ **Anticipated End Date: December 2025** _____

Number to be Served: 35 – 50 families _____

How many will be Richmond residents? All _____

How will these numbers be determined?

There are currently 35 families that are members of NatureKids BC living in Richmond. It is anticipated that with additional promotion via our Metro Vancouver NatureKids social media platforms and our local Richmond-based environmental organization and educational organization partners, we will increase the number of enrolled and participating families in monthly activities.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

n/a

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other:

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

Our 1-2 hour monthly NatureKids events feature learning moments about the local biodiversity (place-based learning in practice). With an increased awareness of environmental spaces and sensitive areas, the participating families in Richmond can actively share their knowledge with others and take action to protect their nearby nature. Our impact measurement from our program has confirmed that NatureKids experiences lead to longer term stewardship ethic in the children and the participating families.

Our nature activity facilitation with local partners and knowledgeable nature mentors weave the Richmond community organizations and general public together. With local leaders, NatureKids activates the broader community in stewardship and conservation efforts already underway. (lands, waters, birding migration, etc).

NatureKids BC is known for its inclusive, culturally competent nature-based programming that focusses on creating equitable access to nature for families – with additional supports in place for serving families that are experiencing barriers to nature (newcomers to Canada, socio economic challenge, for example).

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	750	Startup Club Kit for Richmond NatureKids (outdoor education resources) Plant supplies for creating pollinator gardens Educational resources for participating families: i.e. FreshwaterWILD magazines
Program Supplies (e.g. equipment rentals, tools, safety equipment)	750	Tools, gloves for invasive plant removal and for beach clean ups Bird House building kits for families Bat Roost building kits for families
Marketing and Promotion	300	Social Media advertising to build profile for the club and the storytelling of environmental impacts achieved
Honorarium (up to \$350)	500	Nature Mentor (s) and Indigenous Knowledge Holders(s) – we have requested more than \$350 since there will be multiple guest mentors and knowledge holders.
Insurance	200	Portion of the organizational insurance linked to providing for Richmond NatureKids
Other, provide details (optional):		
Total:	\$ 2500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
Gaming Commission	1500	<input type="checkbox"/> xYes <input type="checkbox"/> No	Club Coordination, Membership support salaries.
Nature Canada	1500	<input type="checkbox"/> xYes <input type="checkbox"/> No	Club Coordination, Membership support salaries.
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 3000.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

Funds will support club-led Explorer Day events related to stewardship, conservation and environmental conservation. Examples of NatureKids Explorer Day events include:

- Bird identification walks, counts, bird house building, community science and bird banding
- Pollinator identification, learning to create pollinator-friendly spaces
- Salmon lifecycle and habitat exploration at hatcheries, riverbeds and nearby waterbodies
- Native planting, including trees and shrubs and also invasive plant species removal
- Intertidal walks to understand tides, estuaries, seashore wildlife and habitats and clean beaches

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	2500
Amount Requested from Other Funders – supporting NatureKids central coordination of family members, communication and community club coaching	3000
Amount You Will Provide – in Kind Community Volunteerism (2 professionals, 10 hours/month, 10 months of programming, \$20/hour)	4000
Total:	\$ 9500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	265,000	
Total Expenses	305,000	
Annual Surplus or (Deficit)	(40,000)	
Accumulated Surplus or (Deficit)		

GP - 613

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Invested in capacity building projects with multi-year surplus that had been accumulated.

Current Year

On track for a financially neutral year-end.

Explanation for Accumulated Surplus or (Deficit)

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S-50849 _____

Charitable Number (Optional): 84961 1926 RR0001

_____ **Date of Incorporation: 2006** _____

Society Website (Optional): www.naturekidsbc.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

City of Richmond – guidance on stewardship efforts currently in place, nature mentorship
Richmond Nature Centre – nature mentorship
Metro Vancouver Regional Parks – nature mentorship

How will you and your partner(s) promote the project and reach out to/include people in the community?

Social Media outlets of NatureKids BC and participating organizations

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

NatureKids BC is a recognized leader in family and youth environmental education in BC. Since 2000, we have created interactive, hands-on, in-nature experiences for families to learn about the natural sciences and connect with nature and each other.

Since 2000, we have supported over 25,000 children to learn about, take action for, and enjoy natural science in meaningful ways with their families, with awards recognizing this accomplishment, including

GP - 614

Canadian Wildlife Foundation's Youth Conservation Award.

How will you measure the short-term and long-term effects of your project?

In 2023, NatureKids BC engaged a UBC Scholar from the Sustainability HUB program, completing impact measurement to uncover evidence of how programming helped members experience or develop more curiosity or enthusiasm about natural sciences, and how it lays the foundation for taking responsible action related to environmental protection and climate change mitigation.

We measure our short-term effects with qualitative assessments of volunteer and family member surveys and quantitative effects monitoring the number of plants pulled or planted, square meters of land restored.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Rebecca _____ Last Name: Law _____

Society Role: Executive Director _____

Signature:  _____ Date: October 22, 2024 _____

Signing Officer 2

First Name: Alexander _____ Last Name: Grant _____

Society Role: President, Board of Directors _____

Signature:  _____ Date: October 23, 2024 _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's **GP 615**

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Terra Nova Nature School, Thompson Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Kate/Emily Last Name: Dawson/Vera

Title/Society Role (Optional): Coordinators, Terra Nova Nature School

Address: 5151 Granville Avenue

City: Richmond Province: BC Postal Code: V7C 1E6

Phone No.: (604) 238-8437 Email: natureschool@richmond.ca

Co-Applicant

First Name: _____ Last Name: _____

Title/Society Role (Optional): _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone No.: _____ Email: _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: FoodForest development and invasives re **Amount Requested:** \$ 2,500. 00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

We continue to work on two projects in areas adjacent to the Edwardian Cottage and within Terra Nova Rural Park: developing and maintaining a FoodForest, and removal of invasive Himalayan blackberry.

Over the past two years, we have planted trees and shrubs in the FoodForest. However, despite our 'lasanga method' of composting, the soil requires further enrichment and concerted efforts to remove Bindweed, Blackberry, and English Ivy before we continue underplanting the tree canopy with more shrubs, climbers and perennials. Following soil amendment and the removal of invasives, installation of a short woodchip path will define entrance and exit points, protecting the smaller plantings.

We continue to work with community volunteers (Deloitte Canada; local youth; and parents from the preschool program), to remove invasive species from the park, particularly around 'Stormbreaker', a favourite 'wild' space for children of all ages, often used for building and dismantling 'dens'; playing 'Eagle'; and gathering stinging nettle. As well, we continue to remove blackberry from around the Edwardian Cottage, particularly from historically significant fruit trees and ornamental shrubbery. In Spring, it is a delight to see patches of snowdrops and narcissus sprouting from previously impenetrable areas of blackberry.

Where in Richmond will your project take place?

Small grove of trees adjacent to TNNS school vegetable garden in Terra Nova Rural Park; additionally, an area the children of TNNS call 'Stormbreaker' in the centre of the park, north of Westminster Hwy.

Anticipated Start Date: 11/23/2024

Anticipated End Date: 06/30/2025

Number to be Served: 180

How many will be Richmond residents? almost all, see below

How will these numbers be determined?

170 children and families attend TNNS per week; additionally, we have partnered with a corporate group (5-10 volunteers) to regularly assist with removal of invasive Himalayan Blackberry (these volunteers come mainly from Richmond but also throughout the Lower Mainland)

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Terra Nova Nature School is operated jointly by Thompson Community Association (TCA) and the City of Richmond. TNNS is located in a city-owned and maintained heritage building within Terra Nova Rural Park. TCA operates a licensed preschool and numerous seasonal programs in and around the Edwardian Cottage, and covers the cost of all related equipment and staffing expenses. Children, staff and families all volunteer to maintain the 1100 sq feet of vegetables and flower garden beds, with generous support from West Coast Seeds (seed donation).

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: supports education of the families and community around species diversity and food security

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$ 1,800.00	plants and soil amendment
Program Supplies (e.g. equipment, rentals, tools, safety equipment)	\$ 650.00	secateurs: sharpening of existing tools
Marketing and Promotion	\$ 50.00	printing flyers and posters
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):		
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

tool maintenance rather than additional new tools; plants and soil amendment, just purchase fewer plants

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	\$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

https://www.richmond.ca/__shared/assets/Thompson_Community_Association_AGM_Package_202471041.pdf

Current Year

2024 statements are being prepared after year end of August, 2024 and will not be available in time for grant deadline

Explanation for Accumulated Surplus or (Deficit)

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses. audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S0010603

Charitable Number (Optional): _____ Date of Incorporation: 12/10/1973

Society Website (Optional): terranovanatureschool.com

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: STEPHEN Last Name: MORRIS

Society Role: President

Signature: Stephen Morris Date: OCT 22 2024

Signing Officer 2

First Name: Jennifer Last Name: Dani

Society Role: Vice President

Signature: Jennifer Date: Oct. 23, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –

GP - 623



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Greenseeds Music Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Erzsebet

Last Name: Institorisz

Title/Society Role (Optional): Executive Director

Address: #208-5700 Andrews Rd

City: Richmond

Province: BC

Postal Code: V7E 6N7

Phone No.: 604-306-4762

Email: erzsi@greenseedsmusic.org

Co-Applicant

First Name: _____

Last Name: _____

Title/Society Role (Optional): _____

Address: _____

City: _____

Province: _____

Postal Code: _____

Phone No.: _____

Email: _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Richmond Nature Discovery Fest 2025 **Amount Requested:** \$2,500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

“Eco-Art in Motion: Exploring Nature and Sustainability” is a hands-on community event at Garden City Lands, connecting environmental stewardship with sustainable practices through art, nature exploration, and cycling. The event will feature an eco-friendly art workshop, guided nature walks, and cycling tours around the expanding Miyawaki pocket forest and future therapeutic gardens by Urban Bounty.

Led by artist Desiree Patterson (or a similar eco-conscious artist), participants will create nature-inspired art using low-impact materials, promoting awareness of the local ecosystem. The event will also include a plant walk guided by Urban Bounty, showcasing the site’s ecological significance and plans for sustainable, therapeutic gardening practices.

To further engage the community, Hub Cycling will host a cycling tour around the area, encouraging active transportation and connecting participants with Richmond’s natural spaces. Live music and refreshments will foster a communal atmosphere, making this an inclusive and enriching experience for attendees.

By integrating art, environmental education, and sustainable transportation, this event promotes Richmond’s ecological network while inspiring participants to become stewards of their local environment.

Where in Richmond will your project take place?

Garden City Lands, Richmond, BC

Anticipated Start Date: May 2025 **Anticipated End Date:** May 2025

Number to be Served: 30-40 participants

How many will be Richmond residents? 98%, the focus is on Richmond residents, local cyclists, and nat

How will these numbers be determined?

Through eventbrite RSVP attendee list

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

none

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	200	Art workshop supplies
Program Supplies (e.g. equipment rentals, tools, safety equipment)	400	Venue rental
Marketing and Promotion	100	Social media, flyers, local news ad
Honorarium (up to \$350)	1,600	For 2 to 3 artists
Insurance	40	Event Insurance
Other, provide details (optional):	160	Contingency for event supplies/ snacks
Total:	0	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

If we receive only part of the requested amount, we will prioritize the core components of the event as follows:

1. Eco-Art Workshop: Primary funds will go to the artist's honorarium and materials, as it's the central activity.
2. Urban Bounty Plant Walk: If possible, we will include the plant walk, focusing on the Miyawaki forest and therapeutic gardens.
3. Cycling Tour: We may scale down the cycling tour or seek alternative support but will still promote sustainable transportation.
4. Refreshments & Marketing: We will adjust the budget for refreshments and focus on low-cost digital promotion.

This ensures core activities are maintained, with adjustments based on available funds.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2,500
Amount Requested from Other Funders	0
Amount You Will Provide	0
Total:	\$2,500

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$919.62	\$3,000
Total Expenses	\$1,028.86	\$2,786.86
Annual Surplus or (Deficit)	-\$109.24	
Accumulated Surplus or (Deficit)		\$213.14

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Small deficit due to higher website hosting fee.

Current Year

We haven't yet input all website renewal and hosting change expenses yet but are on budget.

Explanation for Accumulated Surplus or (Deficit)

Note that the 2013 account for Richmond Environmental Enhancement Grant Expenses shows \$2,486.86; however, all monies have been paid out. We'll review where the missing \$13.14 in our Sage Accounting software went.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S-0063613 _____

Charitable Number (Optional): _____ **Date of Incorporation:** 02/05/2015 _____

Society Website (Optional): www.greenseedsmusic.org _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

- * Desiree Patterson (Artist): Leads the eco-art workshop.
- * Urban Bounty: Organizes the plant walk and highlights future therapeutic garden plans at Garden City Lands.
- * Hub Cycling: Hosts a cycling tour, encouraging participants to explore the area sustainably.
- * GreenSeeds Music Society: Organizes, provides live music, and promotes the event.

How will you and your partner(s) promote the project and reach out to/include people in the community?

The event will be promoted via social media, local newsletters, and posters in community hubs like Garden City Lands and local schools. Collaborations with Urban Bounty and Hub Cycling will help reach a broader audience, including the cycling community, families, and local environmental groups.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

- * Desiree Patterson: As Artist in Residence at Richmond Nature Park, she has led numerous eco-art workshops focused on sustainability.
- * Urban Bounty: With experience in community gardening, they are expanding therapeutic gardens implementation in Richmond and regularly host educational events.
- * Hub Cycling: Frequently organizes cycling events that promote sustainable transportation and community engagement.
- * GreenSeeds Music Society: We have successfully coordinated community events that combine music, environmental stewardship, and art, collaborating with both Urban Bounty and Desiree Patterson, as well as, Hub Cycling.

How will you measure the short-term and long-term effects of your project?

We will track participation through Eventbrite RSVPs, gather feedback via post-event surveys, and use the hashtag #RichmondEcoArt2025 on social media to encourage participants to share their experiences. This will help us measure both the immediate and long-term environmental and community impact.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Erzsebet Last Name: Institorisz

Society Role: Executive Director

Signature:  Date: 10/30/2024

Signing Officer 2

First Name: Norma Last Name: Institorisz

Society Role: Director of Education and Treasurer

Signature:  Date: 10/30/2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Rabbitats Rescue Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sorelle **Last Name:** Saidman

Title/Society Role (Optional): President

Address: 9231 No. 6 Rd

City: Richmond **Province:** BC **Postal Code:** V6W1E5

Phone No.: (604) 608-1300 **Email:** sorelle@rabbitats.org

Co-Applicant

First Name: Alison **Last Name:** Babichuk`

Title/Society Role (Optional): Advocacy Coordinator

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: (780) 910-5264 **Email:** alisonb@rabbitats.org

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Spay/Neuter Awareness Campaign **Amount Requested:** \$ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Rabbitats has been dealing with the invasive feral European domestic rabbits that populate Richmond for well over a decade, and we’re seeing first hand the problems caused when pet rabbits are not spayed or neutered.

We know that rabbits can and do give birth every 31 days and they are very often mis-sexed. We know that very few vets will provide spay/neuter services for rabbits, and fewer still are affordable.

We are experiencing many people in Richmond ‘rescuing’ babies they believe to be in need from the streets and parks and being totally unprepared for proper sexing and adolescent behaviour changes. These rabbits are often returned to the area they were first found sexually mature.

We are still seeing advertisers on Craigslist and Kijiji offering baby bunnies and unsterilized adults for sale or ‘free to good home’ rabbits for sale, unsterilized.

These sellers rarely sex rabbits properly, get them sterilized, provide proper education or take the rabbits back if the buyer has a change of heart or circumstance.

Accidental and unwanted litters are often abandoned as a group causing very fast and prolific reproduction that can quickly overwhelm a whole neighbourhood.

The rabbits, not native to North America, are prolific burrowers and chewers and very damaging to the environment. All efforts need to be made to stop the breeding behaviours that lead to more rabbits being turned loose.

We need to aggressively share our knowledge to prevent as many unwanted litters and rabbits as possible. We will be distributing signage and other educational materials through Richmond pet stores, veterinary offices, social media, traditional media and other sources.

We will also be keeping a close eye on pet rehoming and sales sites to do what we can to intervene when intact rabbits are being advertised, including educating about the associated risks and behaviours, providing lists of low-cost vets who sterilize rabbits, facilitating discounts, etc.

We will be applying to other funders for spay/neuter support allowing us to offer financial assistance to those with affordability issues, however the educational program can operate without this support.

Where in Richmond will your project take place?

All Richmond residents, businesses and institutions will benefit.

Anticipated Start Date: 01/01/2025 **Anticipated End Date:** 12/30/2025

Number to be Served: 200000

How many will be Richmond residents? all

How will these numbers be determined?

All residents in areas facing rabbit issues now or who may be in the future will be served.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

We received an Environmental Enhancement Grant of \$2500 for 2024 to address rabbit containment and increased capacity, and that project is still ongoing until January. (A weather-related extension to April is being requested).

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)		
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 200.00	printing, signage
Marketing and Promotion	\$ 1,800.00	creative, editorial, media, social media
Honorarium (up to \$350)	\$ 350.00	Alison Babichuk (coordination)
Insurance		
Other, provide details (optional):	\$ 150.00	fuel, transportation
Total:	\$ 2,500.00	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
PetValu (in kind)	200	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	in-store promotion costs
Canadian Sign Supply	800	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	printing assistance
Unknown (spay/neuter grant(s))	2000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	spay/neuter support
Total:	\$ 3,000.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

We will produce fewer materials, simplify and do less outreach.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 3,000.00
Amount You Will Provide	\$ 1,000.00
Total:	\$ 6,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 371,068.00	\$ 326,000.00
Total Expenses	\$ 417,191.65	\$ 195,763.38
Annual Surplus or (Deficit)	(\$ 24,121.56)	(\$ 29,119.52)
Accumulated Surplus or (Deficit)	\$ 251,737.92	

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Last Complete Year 2023 deficit mainly due to acquisition of property & increased construction and other costs.

Current Year

Current Year 2024 Jan-Jul surplus due to increase in donation and seasonal costs - more costs in the latter half of the year.

Explanation for Accumulated Surplus or (Deficit)

Our total Equity saved all these years are for relocation and expansion plans.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: S0067441

Charitable Number (Optional): 715079695 RR 00 **Date of Incorporation** 05/17/2017

Society Website (Optional): www.rabbitats.org

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

PetValu - the pet store chain will supply in-store support including poster displays, flyer distribution and small events hosting.
Petsville Veterinary Hospital and other veterinarians - will be offering discounted services with a Rabbitats referral.
Canadian Sign Supplies - will contribute printing
Richmond Auto Mall - is supplying fuel support

How will you and your partner(s) promote the project and reach out to/include people in the community?

The best direct connections to people with rabbits are through pet stores. We will be designing and printing materials that will be distributed and/or displayed at various PetValu outlets (Bosley's and Tisol branded stores). The stores will also host awareness events.
We will also be distributing educational materials and information through veterinary offices, social media, traditional media and other sources.
Direct communication will be key as well as we keep a close eye on pet rehoming and sales sites and reach out directly when intact rabbits are being advertised.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Rabbitats has had a robust educational mandate since its inception. We have previously staged a multitude of campaigns and events centering on rabbit education to prevent abandonment, although this will be our first major spay/neuter campaign. PetValu, a retailer of pet supplies, is a welcome addition that expands and targets our reach.

How will you measure the short-term and long-term effects of your project?

As we refer people to rabbit-savvy veterinarians, we will be monitoring the results of our referrals. We will also monitor the rabbits on our radar on social media, buy/sell sites, etc. With an educational campaign, it is difficult to log tangible results re: the prevention of litters, etc, even though we expect the influence to make a notable difference.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Sorelle Last Name: Saidman

Society Role: President

Signature: Sorelle Saidman Date: 10/30/2024

Signing Officer 2

First Name: Terence Last Name: Wong

Society Role: Treasurer

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Tomekichi Homma Elementary School

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sarah **Last Name:** Regan

Title/Society Role (Optional): Outdoor Classroom and School Garden Teacher

Address: 5100 Brunswick Drive

City: Richmond **Province:** BC **Postal Code:** V7E6K9

Phone No.: 604-668-7844 **Email:** sregan@sd38.bc.ca

Co-Applicant

First Name: Mark **Last Name:** David

Title/Society Role (Optional): Principal

Address: 5100 Brunswick Drive

City: Richmond **Province:** BC **Postal Code:** V7E6K9

Phone No.: 604-668-7844 **Email:** mdavid@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Growing our Garden Classroom **Amount Requested:** \$2,500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

The school garden and outdoor classroom at Tomekichi Homma Elementary School offers an extraordinary opportunity for all learners in our school community to connect with Richmond’s unique island and natural environment on a daily basis. From Kindergarten to the end of grade 4, students in the garden classroom learn about the history of Richmond from being outside and learn on the land. Our garden classroom is certainly home to rich learning across the BC curriculum, but also includes intentional opportunities for understanding where our food comes from, how it grows, and our responsibilities as stewards of the environment. Students practice being active stewards of our local environment, and demonstrate the importance of reciprocity in actionable ways by caring for the space throughout the years.

For this project, we plan to continue to enhance and grow our existing school garden. A few specific initiatives for this year include relocating our raspberry plants to a metal bottom trough, laying more woodchip mulch throughout the space, expanding our bug hotel, replanting a few trees that didn’t survive summer, and continuing to plant indigenous plants and shrubs throughout our pollinator focused garden beds.

Where in Richmond will your project take place?

Tomekichi Homma Elementary School grounds

Anticipated Start Date: December 2024 **Anticipated End Date:** June 2025

Number to be Served: Approx. 550 students and local community

How many will be Richmond residents? All

How will these numbers be determined?

Population of the school

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

-garbage & compost collection -water shut off and on (hose and ground sprinklers)
--

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$2150	metal planters, mulch, trees, shrubs, bug hotel materials, soil, signage
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to \$350)	\$350	TTOC time to organize projects
Insurance		
Other, provide details (optional):		
Total:	\$2500	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
School District Grants	\$1000.00	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Eco-Wise initiatives
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

It will be used to help pay for the ongoing projects and maintenance of the outdoor classroom and garden at our school. Project priorities will be soil, mulch, pollinator garden plants

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2500.00
Amount Requested from Other Funders	\$1000.00
Amount You Will Provide	PAC Funds not yet allocated
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Sorry - I am a teacher at my school and don't have access to this information if it is even applicable.

Current Year

Explanation for Accumulated Surplus or (Deficit)

no financial statements available - Public School

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: _____

Charitable Number (Optional): 107961302 RR 000 **Date of Incorporation:** _____

Society Website (Optional): https://homma.sd38.bc.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

Farm to School BC

How will you and your partner(s) promote the project and reach out to/include people in the community?

Farm to School supported our school garden in previous years and has shared our successes with thier community. <https://www.instagram.com/farmentoschoolbc/>

We also share our projects and learning with our school community through our school newsletters

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

Not an event, but an ongoing project.

We have had a successful school garden for almost 10 years that is maintained by a teacher, me, who works all year outside in the space with students.

How will you measure the short-term and long-term effects of your project?

Learning outdoors and in the garden classroom transforms many children's experiences of school and we are encouraged by the universally positive feedback we have received from our parent community and the community at large. Over the long term, we measure success in the relationship children build with the land. This is reflected in how they develop an ethic of care for the land and make daily decisions that impact our local ecosystems in positive ways.


Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Mark Last Name: David


Society Role: Principal

Signature:  Date: October 21st, 2024

Signing Officer 2

First Name: Ginny Last Name: Lee

Society Role: Vice-Principal

Signature:  Date: October 21st, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Richmond Secondary School Green Team

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Jeff **Last Name:** Liu

Title/Society Role (Optional): Treasurer

Address: 7167 Minoru Blvd

City: Richmond **Province:** BC **Postal Code:** V6Y1Z3

Phone No.: (604) 353-1680 **Email:** liujeff328@gmail.com

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To \$500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: High School Green Team Tri-Monthly Gar **Amount Requested:** \$ 400.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

Where in Richmond will your project take place?

Minoru Park

Anticipated Start Date: 10/25/2024 **Anticipated End Date:** 10/25/2024

Number to be Served: 30-40

How many will be Richmond residents? 30-40

How will these numbers be determined?

Current signed up members currently are at 33

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)		
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 275.00	Garbage tongs (225) reusable garbage bags (30) Gloves (20)
Marketing and Promotion	\$ 25.00	Photoshop Subscription fee for promotional videos
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):	\$ 70.00	Pizza and drinks and other foods
Total:	\$ 370.00	

Financial Assistance From Other Sources

Are you applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Total:	\$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

The budget would be stretched to accomodate the participants by this following priority (Higher the less priority)

1. The amount of Tongs purchased
2. Food
3. Subscription for promotion
4. Safety equipment

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 400.00
Amount Requested from Other Funders	
Amount You Will Provide	\$ 0.00
Total:	\$ 400.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

How will you and your partner(s) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification & Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: _____ Last Name: _____

Signature: _____ Date: _____

Co-Applicant Signature

First Name: _____ Last Name: _____

Signature: _____ Date: _____

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –



For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Organization Name: Scouts Canada - 10th Richmond Sea Scouts

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Maria **Last Name:** Varju

Title/Society Role (Optional): Group Commissioner

Address: 9440 Chapmond Cres

City: Richmond **Province:** BC **Postal Code:** V7E 1M5

Phone No.: 604-805-2517 **Email:** maria@varju.ca

Co-Applicant

First Name: Eileen **Last Name:** Chen

Title/Society Role (Optional): Group Administrator

Address: 6331 Coltsfoot Drive

City: Richmond **Province:** BC **Postal Code:** V7C 2J5

Phone No.: 604-807-3333 **Email:** cheneileen3333@gmail.com

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Individual – Up to \$500

Non-profit Organization – Up to \$2500

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you're an individual applicant, please turn to page 2. If you're an organization, please turn to page 7.

Step 3: Grant Proposal – Non-profit Organization – Up To \$2,500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Beaver/Cub/Scout/Vent Service Projects **Amount Requested:** \$2500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond’s unique island natural environment.

We wish to involve more youth this year in our environmental enhancement service projects.

Beavers: 24 youth Age 5-7 Are going to continue doing their shoreline cleanup garbage walks. They are requesting money for heavy duty garbage bags so they can do the collections more safely.

Cubs: 32 youth Age 8-10 These cubs have very much enjoyed getting to do tree plantings each year. Their plant from 2 years ago at the Richmond Nature Park is looking amazing. They would like to continue and plan another one for this year.

Scouts: 31 youth Age 11-14. The Scouts will take on the Richmond Nature Park project of planting rodent resistant, and non invasive plants around the bird feeder station. To allow the public a chance to meet the birds in Richmond without increasing the rodent population.

Vents: 4 youth age 15-18. These youth would like to plant a special tree at Woodward's Landing.

Where in Richmond will your project take place?

Various parks around Richmond

Anticipated Start Date: March 2025 **Anticipated End Date:** June 2025

Number to be Served: up to 91 youth, 32 adult volunteers, and their families

How many will be Richmond residents? 100% Richmond families

How will these numbers be determined?

When events are scheduled we will inform all members of the group and allow them to sign up.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

School bookings at Manoah Steves and Lord Byng Elementary school
Storage location at Richmond City Works yard for 2 SeaCan Containers of equipment

Community Benefits

Explain how your grant will meet the following objectives (check all that are applicable).

- Activities will lead to positive environmental results within the timeframe of the project.
- Opportunities for community members to be involved.
- Consistent with and support of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City’s Ecological Network Management Strategy and Public Tree Management Strategy.
- Contributes to healthy, diverse and functioning ecosystems.
- Supports the development of a stewardship ethic in the community.
- Supports the City’s circular economy principles.
- Other: _____

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount (\$)	Details
Materials (e.g. plants, soil, amender)	\$2000	Trees, Rodent resistant Plants
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$200	Heavy Duty Garbage Bags Repair supplies for Garbage Pickers
Marketing and Promotion	\$0	Internal email communications
Honorarium (up to \$350)	\$0	Not needed. We freely volunteer our time.
Insurance	\$0	Covered by Scouts Canada \$2 million liability per event.
Other, provide details (optional):	\$150	For snack for the youth. Will be covered out of our own budget
Total:	\$2350	

Financial Assistance From Other Sources

Is your society applying for funding from other sources (e.g. other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

Yes No

If yes, please provide information below:

Funder Name	Amount (\$)	Have they confirmed funding?	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

Yes No

If you receive a grant for part of the amount requested, how will it be used?

If we receive a partial grant, we will simply plant fewer trees, or smaller trees, fewer rodent resistant plants. This budget is very flexible in terms of what the city needs.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2200
Amount Requested from Other Funders	
Amount You Will Provide	\$150
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$64,031.14	\$39,040.00
Total Expenses	\$74,604.72	\$39,632.50
Annual Surplus or (Deficit)	\$(10,573.58)	(\$592.50)
Accumulated Surplus or (Deficit)	\$11,101.62	\$10,509.12

Explanation for Annual Surplus or (Deficit)

Last Complete Year

We ran a deficit last year as we used legacy funding for trips postponed due to Covid-19 and finally did 2 major camping trips.

Current Year

Current year we expect to be close to net zero.

Explanation for Accumulated Surplus or (Deficit)

We do not expect to have an accumulated surplus or (deficit) this year, but end the year in approximately the same financial position we started the year with.

Attach Financial Statements for last year.

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why not.

Attach Operating Budget for current year.

Society Number: _____

Charitable Number (Optional): 1077-616-94 RR00 **Date of Incorporation:** Oct 1957

Society Website (Optional): www.scouts.ca www.10thrichmond.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

Yes

No

If yes, please list your partner(s).

City of Richmond - to identify park spaces to do tree planting
Richmond Nature Park - Rodent resistant plantings
Woodwards Landing - Girl Guides of Canada to arrange spot for planting at that site

How will you and your partner(s) promote the project and reach out to/include people in the community?

Our primary reach will be to our members and families. We currently have 111 youth registered. Along with 32 volunteers to run the program. Our communication is largely via email to parents and in person with the children.

Describe your organization's and your partner(s)' capacity and experience in hosting similar events.

This will be our 4th Tree planting activity with the City of Richmond. But definitely not our only environmental project. We've been involved in invasive species removal, shoreline clean ups, and educational projects of many types. We are capable of organizing multi day events, and programs for our youth and always welcome questions from the public when we are out and about.

How will you measure the short-term and long-term effects of your project?

We will measure our success in terms of number of trees planted, trees planted that survive the first year and youth involved in the process.

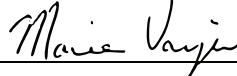
Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Maria Last Name: Varju

Society Role: Group Commissioner

Signature:  Date: Oct 23, 2024

Signing Officer 2

First Name: Eileen Last Name: Chen

Society Role: Group Administrator

Signature:  Date: Oct 23, 2024

Terms & Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff at parksprograms@richmond.ca.

Recuperation of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

No Appeal

Due to the high number of applications for limited funding, and since applicants may apply again the following year, there is no appeal of Council's decision.

Do you accept these terms and conditions?

Yes

No

Contact Information

City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please e-mail the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Organizations –

2025 Environmental Enhancement Grant – Scoring Criteria

Grant Advisor:
Individual/Organization:

<i>Scoring</i>	
<input type="checkbox"/>	←—————→
<i>0</i>	<i>1</i>
<i>No Answer</i>	<i>Strongly Disagree</i>
<i>2</i>	<i>3</i>
<i>Disagree</i>	<i>Neutral</i>
<i>4</i>	<i>5</i>
<i>Agree</i>	<i>Strongly Agree</i>
Grant Guidelines	
1	The application includes activities that will lead to positive environment results within the timeframe of the project.
2	The application includes opportunities for Richmond residents to be involved.
3	The application clarifies the specifics of the positive environmental impact the initiative will yield.
4	<p>The application is consistent with and supportive of the City’s environmental goals as presented in Chapter 9.0 Island Natural Environment of the OCP as follows:</p> <ul style="list-style-type: none"> • protect, enhance and expand a diverse, connected and functioning Ecological Network; • promote green infrastructure and the Green Infrastructure Network and their underlying ecosystem services; • proactively implement practices to protect and improve water, air and soil quality; • develop Partnerships for “Ecological Gain”; • fostering Environmental Stewardship; and • achieve long-term protection for ESAs through the implementation of the 2012 ESA Management Strategy. <p>Note: during evaluation, applicants only have to address one of these goals, however, they should receive a higher score relative to the number of goals that they address.</p>
5	<p>The application includes innovative projects that will contribute to a connected and functioning Ecological Network as presented in the City’s ENMS and PTMS as follows:</p> <ul style="list-style-type: none"> • manage and enhance ecological assets; • strengthen city infrastructure; • create, connect and protect diverse and healthy spaces; • engage through stewardship and collaboration; • preserve and protect the public urban forest;

	<ul style="list-style-type: none"> • manage and maintain a healthy and safe public urban forest; • enhance and expand the extent and health of the public urban forest; and • educate and engage with the community on the benefits of the public urban forest and provide opportunities for community stewardship. <p>Note: during evaluation, applicants only have to address one of these goals, however, they should receive a higher score relative to the number of goals that they address.</p>	
6	The application contributes to healthy, diverse and functioning ecosystems.	
7	The application supports the development of a stewardship ethic in the community.	
8	<p>The application supports the City's circular economy principles:</p> <ul style="list-style-type: none"> • maximize the value of resources, by design, through responsible consumption, minimizing waste and reimagining how resources flow in a sustainable, equitable, low-carbon economy. 	
Applicant		
9	The applicant demonstrates efficiency and effectiveness.	
10	The applicant has sufficient organizational capacity to deliver the proposed project or service.	
Core Considerations		
11	The grant will be used to improve quality of life for Richmond residents, build community and enhance, restore or conserve Richmond's unique environment.	
12	<p>The application addresses the following items outlined in Council's Strategic Plan 2022-2026: <i>A Leader In Environmental Sustainability</i>:</p> <ul style="list-style-type: none"> • demonstrate leadership in proactive climate action and environmental sustainability; • preservation and enhancement of Richmond's natural environment; • waste reduction and sustainable choices in the City and community; and • agriculture and local food systems to enhance food security. 	

13	The application includes objectives that are realistic, achievable and measurable.	
14	The project has clear goals and objectives.	
15	The application contains a clear action plan.	
16	The application includes evidence of community support.	
17	The application includes evidence of an evaluation plan to measure the project effectiveness.	
Financials		
18	The applicant requires financial assistance to implement the proposed project or service (could this project still happen without full funding).	
19	The budget is reasonable and realistic for the proposed project or service.	
20	The financials are complete and provide detailed explanations in a clear, coherent and convincing manner.	

Notes:



City of Richmond

Environmental Enhancement Grant Guidelines

Parks, Recreation and Culture
Parks Programs

Program Overview

The Community Environmental Enhancement Grant provides financial support to individuals and registered non-profit organizations for action-based projects that have measurable, positive outcomes on the environment in Richmond. Projects must be inclusive and focus on initiatives that contribute to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Program Requirements

All projects must demonstrate that initiatives are measurable and will result in positive environmental impacts. All applications will be reviewed and prioritized according to the following criteria:

- Activities that will lead to positive environment results within the timeframe of the project;
- Opportunities for community members to be involved;
- A clarification on the specifics of the positive environmental impact that the initiative will yield;
- Consistent with and supportive of the City's environmental goals as presented in chapter [9.0 Island Natural Environment of the Official Community Plan](#);
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's [Ecological Network Management Strategy](#) and [Public Tree Management Strategy](#);
- Contributes to healthy, diverse and functioning ecosystems;
- Supports the development of a stewardship ethic in the community;
- Supports resident activation in environmental enhancement; and
- Supports the City's [circular economy principles](#).

Core Considerations

A successful project should address [Council Strategic Plan 2022-2026: A Leader In Environmental Sustainability](#):

1. Demonstrate leadership in proactive climate action and environmental sustainability;
2. Preservation and enhancement of Richmond's natural environment;

3. Waste reduction and sustainable choices in the City and community; and
4. Agriculture and local food systems to enhance food security.

Richmond's [Ecological Network Management Strategy](#) is the long-term ecological blueprint for the collaborative management and enhancement of the natural and built environments throughout the city, within neighbourhoods, and across land uses and development types in order to achieve ecologically connected, livable and healthy places in which residents thrive. The ecological network is built upon the following four primary goals:

- Goal 1: Manage and enhance our ecological assets;
 - Goal 2: Strengthen City infrastructure;
 - Goal 3: Create, connect and protect diverse and healthy spaces; and
 - Goal 4: Engage through stewardship and collaboration.
-

Eligibility

1. Individuals are eligible for a \$500 Environmental Enhancement Grant.
2. Registered non-profit societies (society incorporation number must be provided) are eligible for a \$2,500 Environmental Enhancement Grant. These groups include:
 - Environmental groups;
 - Community groups;
 - Youth and seniors groups;
 - Community-led associations; and
 - Service clubs.

Note: Non-profit organizations operating outside of Richmond are eligible to apply for grant funding for projects occurring in Richmond, however these projects will receive lower prioritization than Richmond based organizations.

Political parties and organizations are not eligible to apply.

Purposes Eligible for Funding

Grants may be used for the following purposes:

- Materials (e.g., plants, soil, amender);
 - Supplies (e.g., equipment rentals, tools, safety equipment);
 - Marketing and promotion;
 - Education;
 - Honorarium (up to \$350); and
 - Insurance.
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What Type of Projects will be Considered for Grant Funding?

The following are examples of eligible projects under the Community Environmental Enhancement Grant. These projects may be part of a larger initiative, or be carried out as one-day events:

- Invasive species pulls;
- Native tree and shrub planting;
- Create or enhance bird habitat;
- Create or enhance pollinator and beneficial insect habitat;
- Watercourse enhancement;
- Shoreline and street clean-up's;
- Wildlife education;
- Fruit tree gleaning;
- Projects that expand programs such as [Richmond's Bat Friendly City Certification](#), [Barn Owl Box Program](#), [Pollinator Programs](#);
- Reduce light pollution in natural areas;
- Citizen science engagement and outreach initiatives;
- Water quality monitoring; and
- Green infrastructure projects (e.g., rain gardens, bioswales).

Note: Projects based on private property will only be considered after all public property based projects have been considered and awarded.

Projects are not limited to the above examples, if you have questions on whether or not your project is eligible for grant funding, please contact the grant administrator.

What Type of Projects are not Eligible for Grant Funding?

The following are examples of projects that are not eligible under the Community Environmental Enhancement Grant:

- Projects designed only to beautify an area for cosmetic purposes;
- Projects primarily focused on and/or expenses associated with the construction of infrastructure with the exception of projects related to natural infrastructure;
- Purchase of a vehicle or other non-grant related items;
- Lobbying, advocacy or fundraising activities;
- Further disbursement of funds to a third party recipient;
- Projects that take place outside of Richmond;
- Projects only designed for recreation;
- Political activities including, but not limited to:
 - Promoting or serving a political party or organization; and
 - Lobbying of a political party, or for a political cause; and

- Programs and services delivered in partnership with political parties and organizations. For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding provided by the Province of British Columbia and the Government of Canada.
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What Makes for a Strong Application?

- Enhances, restores, conserves and/or protects the environment;
 - Includes objectives that are realistic, achievable and measurable;
 - Demonstrates direct and measurable environmental benefit;
 - Provides an opportunity for community members to become actively engaged in the project activities and educates them on environmental issues;
 - Clearly demonstrates the ability to carry out the project successfully;
 - Clear project goals and objectives;
 - Clear action plan, which is realistic and attainable in terms of timing and resources;
 - Evidence of community support and inclusiveness;
 - Evidence of an evaluation plan to measure project effectiveness;
 - Evidence of financial need and fiscal responsibility; and
 - Willingness to work in collaboration with other City-related sustainability initiatives.
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Awarding of Grants

1. Council Decision

- City Council reviews recommendations forwarded by the General Purposes Committee and makes the final decisions.
- Generally, City Council will decide on grant allocations in the first quarter of the year. Please contact staff to confirm the date.

2. Grant Disbursement

- Applicants may receive full, partial, or be denied funding for their application.
- Applicants who receive partial funding will have the opportunity to confirm if their project can still be implemented.
- Grants are distributed with a cover letter indicating the amount and purpose of the grant, a brief explanation of increase, decrease or denial if applicable, and to contact staff if further information is required.

3. Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide evaluation results either at year-end or by the time you submit your application for the following year, if you plan to apply again.

- Successful applicants must complete and submit the Environmental Enhancement Grant Final Report, which will be disseminated upon application approval.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff.

4. Recuperation of Grant

- If the grant will not be used for the stated purpose, the full amount must be returned to the City.

5. No Appeal

- There is no appeal to Council's decision.

6. Final Report

- A final report, which will be provided to successful applicants, must be submitted upon project completion.

How to Apply

To apply, visit <https://www.richmond.ca/culture/citygrant.htm>.

Contact Information

For any information regarding the Environmental Enhancement Grant, contact Parks Programs at parksprograms@richmond.ca or call 604-244-1250.