



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 3, 2024

From: Todd Gross
Director, Parks Services

File: 11-7200-20-01/2023-
Vol 01

Re: 2024 Environmental Enhancement Grants

Staff Recommendation

1. That the 2024 Environmental Enhancement Grants be awarded for the recommended amount of \$37,303 as identified in Attachment 1 of the staff report titled "2024 Environmental Enhancement Grants", dated January 3 2024, 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 Department	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<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 2024 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.

1.3 Increase the reach of communication and engagement efforts to connect with Richmond's diverse community.

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.

6.4 Support vulnerable populations through collaborative and sustainable programs and services.

Background

2024 Environmental Enhancement Grant Budget

The 2024 Environmental Enhancement Grant (EEG) budget is \$37,303. 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 2023, 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 2024 City Grant Program from September 13 to October 18, 2023. 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 that the online application system was open for submissions.

In the Environmental Enhancement category, a total of 18 applications were received for an aggregate request of \$38,150. The following table provides a summary of the number and type of applications received and approved for the past two years, along with the number of grants recommended for 2024.

Table 1: Applications, Requests, Grants Approved and Recommendations

2022–2023 Applications, Requests, Grants Approved and Recommendations*			2024 Recommendations*
Year	2022	2023	2024
Total number of applicants	21	26	18
New applicants	21	15	2
Non-profit applicants	19	19	16
Individual applicants	2	7	2
Grant not recommended (did not meet criteria)	4	0	0
Partial amount of request recommended	2	20	1
Full amount of request recommended	15	6	17
Total amount requested	\$44,400	\$50,250	\$38,150
Total budget	\$35,000	\$36,393	\$37,303
Total EEG funds recommended	\$35,000	\$36,393	\$37,303

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

A table outlining the 2024 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.

Individual/Non-profit Organizations Grant Requests

There are two application streams for EEG:

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

This year, two individuals and 16 non-profit organizations applied for the grant.

Analysis

Application Review Process

The Environmental Enhancement Grant (EEG) Review 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.

2024 Grant Recommendations

All 18 grant applicants are recommended for the 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 amount requested by all applicants was only slightly higher than the 2024 EEG budget, full assistance has been recommended for a majority of the applicants with partial funding recommended for one.

Reasons for recommending partial funding include, but are not limited to, the following:

- Insufficient community benefit demonstrated;
- Other funding partners have not been sought;
- Lack of partnerships; and
- Quality, including completeness, of the application.

Financial Impact

The 2024 Environmental Enhancement Grants budget of \$37,303 was approved as part of the City's 2024 Operating Budget. A total of \$37,303 in allocations is being recommended for the 2024 EEG, subject to City Council's approval.

Conclusion

The Environmental Enhancement Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations and individuals that seek to enhance Richmond's environment. The projects proposed serve to improve Richmond's parks and open spaces and directly connect residents to the importance of creating and maintaining an environmentally healthy city.

Staff recommend that the 2024 Environmental Enhancement Grants be allocated as indicated in Attachment 1, for the benefit of Richmond residents.



Emily Sargent
Coordinator – Nature Park
(604-238-6184)

- Att. 1: 2024 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations
- 2: 2024 Environmental Enhancement Grant – Applications
- 3: 2024 Environmental Enhancement Grant – Scoring Criteria
- 4: 2024 Environmental Enhancement Grant – Guidelines

2024 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations					
Applicant	2023 Grant	2024 Request	2024 Recommended	Application Summary	See Att. 2 Page No.
Richmond Nature Park Society	\$2,500	\$2,500	\$2,500	Engage Richmond residents in hands-on environmental education activities and improve bog habitat by removing invasive blueberry shrubs from conservation areas. 3D art pieces will be commissioned by a local artist out of the pulled blueberry branches to sustainably create a vibrant display for all to enjoy.	Pages 3–9
Garden City Conservation Society	N/A	\$2,500	\$2,500	Three environmental enhancement projects: <ol style="list-style-type: none"> 1. Conduct a baseline bird diversity survey at Terra Nova Rural Park on the newly planted Miyawaki forest. 2. Removal of high bush blueberry and European birch trees from the natural areas at Garden City Lands. 3. Engage Richmond residents in a Citizen Science Natural Dye workshop at Garden City Lands. 	Pages 10–16
London Heritage Farm Society	N/A	\$2,500	\$2,500	Support for pollinator species will be provided by expanding the hives onsite at London Heritage Farm. The grant will support four new nucleus colonies, educational signage for the public, improvements to existing hives and better supplies to prevent disease.	Pages 17–22
The Minoru Seniors Society	\$843	\$2,500	\$2,500	Engage members of Minoru Seniors Society by adding raised garden beds on the	Pages 23–29

2024 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations					
Applicant	2023 Grant	2024 Request	2024 Recommended	Application Summary	See Att. 2 Page No.
				west plaza for pollinator habitat, food production and environmental stewardship activities. This project expands on the Environmental Enhancement grant provided in 2023.	
East Richmond Community Association	\$2,200	\$2,500	\$2,500	Creation of additional raised garden beds and a community clean-up kit to support intergenerational programs that have a focus on agricultural sustainability and the local park environment.	Pages 30–36
Urban Bounty	\$1,250	\$2,500	\$2,500	Creation of a pilot hedgerow program at Cook Community Garden to increase biodiversity and carbon sequestration, provide landscape connectivity and character maintenance, and regulate water flux. Educational workshops on hedgerow gardening practices will be offered to the public.	Pages 37–43
Hamilton Community Association	\$1,500	\$2,500	\$2,500	A series of interactive and educational Earth Day workshops will be offered to the Hamilton Community. Programming will be offered to all ages and will focus on environmental protection, conservation, and upcycling,	Pages 44–50
Green Teams of Canada	\$2,500	\$2,500	\$2,500	Engage Richmond residents in hands-on environmental education activities and improve a natural area/park of the City's choosing	Pages 51–57

2024 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations					
Applicant	2023 Grant	2024 Request	2024 Recommended	Application Summary	See Att. 2 Page No.
				through the removal of Himalayan Blackberry bushes in order to increase biodiversity and promote responsible usage of the area.	
Rabbitats Rescue Society	N/A	\$2,500	\$2,500	Advocacy and educational campaign focusing on containment of domestic rabbits in Richmond to reduce abandonment. Education will focus on low-maintenance care and housing options for both rural and urban settings.	Pages 58–64
Thompson Community Association	\$2,400	\$1,200	\$1,200	Continued work on the micro food forest adjacent to the Edwardian Cottage in Terra Nova Rural Park through native tree and shrub plantings and removal of invasive species. Plans also include a small woodchip path through the established plantings, educational signage and equipment to facilitate food harvesting.	Pages 65–71
The Sharing Farm Society	\$1,900	\$2,500	\$2,500	As a working farm, the Sharing Farm’s harvests are intimately linked to the health of pollinator populations. The project would increase plantings of cover crops and pollinator-friendly species and includes interpretive signage about soil health, benefits to pollinators, and sequestering carbon. Educational workshops for volunteers and community	Pages 72–78

2024 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations					
Applicant	2023 Grant	2024 Request	2024 Recommended	Application Summary	See Att. 2 Page No.
				members on native plant and beneficial insect habitat have also been proposed.	
10th Richmond Sea Scouts	\$2,400	\$1,000	\$1,000	Enhance Richmond’s natural environment through the planting of 60–80 native trees in a Richmond park resulting in increased shelter, food and security for local birds and animals.	Pages 79–85
WS Immigrant & Multicultural Services Society	\$1,000	\$2,500	\$1,653	Invite members of the community to actively participate in 10 cleanups comprising of both shorelines and streets throughout Richmond to enhance coastal ecological health and create awareness of Richmond’s parks and open spaces.	Pages 86–92
Greenseeds Music Society	\$750	\$2,500	\$2,500	Provide community engagement programming in Richmond parks focused on local wildlife and environmental stewardship, with an emphasis on pollinators. Activities include educational workshops, art installations, live performances, and storytelling.	Pages 93–99
Richmond Garden Club	\$1,800	\$2,500	\$2,500	Enhance habitat for wildlife and pollinators in Paulik Park by planting native and drought-resistant plants. This project supports increased stewardship opportunities as the prep work, planting and ongoing maintenance of the newly	Pages 100–106

2024 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations					
Applicant	2023 Grant	2024 Request	2024 Recommended	Application Summary	See Att. 2 Page No.
				planted areas that will be done by volunteers.	
Birds Canada	\$2,350	\$2,450	\$2,450	Enhance monitoring and education of shorebirds in Richmond by Indigenous community members through organized bird surveys and data collection events. Bird survey data will be shared with the City and will help create a baseline for future monitoring of Richmond’s river channels.	Pages 107–113
Steveston-London Secondary Eco Team	N/A	\$500	\$500	Creation of a pollinator garden at Steveston-London Secondary to engage youth in environmental stewardship activities, contribute to a healthy, diverse and functioning ecosystem, and to build awareness for the vital role that pollinators play in our environment.	Pages 114–119
Sue Tian	N/A	\$500	\$500	Educational opportunity for Richmond residents to participate in a one-day workshop focusing on hands on activities about nature and urban wildlife. Participants will learn ways to go paperless through eco-friendly actions and green-living recommendations to support the City’s circular economy principles.	Pages 120–125
Totals for 2024		\$38,150	\$37,303		
2024 EEG Grant Budget			\$37,303		
Remaining Funds			\$0		



2024 ENVIRONMENTAL ENHANCEMENT GRANT APPLICATIONS

Table of Contents

Richmond Nature Park Society.....	3
Garden City Conservation Society.....	10
London Heritage Farm Society.....	17
Minoru Seniors Society.....	23
East Richmond Community Association.....	30
Urban Bounty.....	37
Hamilton Community Association.....	44
Green Teams of Canada.....	51
Rabbitats Rescue Society.....	58
Thompson Community Association.....	65
The Sharing Farm Society.....	72
10 th Richmond Sea Scouts.....	79
WS Immigrant & Multicultural Services Society.....	86
Greenseeds Music Society Society.....	93
Richmond Garden Club.....	100
Birds Canada.....	107
Steveston London Secondary Eco Team.....	114
Sue Tian.....	120



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: Artful Blueberry Removal Project **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 Richmond Nature Park faces a challenge as domestic blueberry shrubs have overrun the area, crowding out indigenous plants like Labrador Tea, Bog Laurel, Wild Blueberry, Sundew, and Bog Cranberry. However, dedicated staff and volunteers are determined to restore and conserve these remnants from the last Ice Age.

To clear space for native bog plants to thrive, they require essential supplies such as industrial-strength tarps and tools for uprooting the invasive blueberry shrubs. The objective is not only to clear the area but to do so efficiently and sustainably, avoiding waste of valuable resources.

In a creative and community-focused move, the Richmond Nature Park Society plans to commission an artist. The artist will transform the removed blueberry branches and twigs into whimsical 3D art pieces. This unique initiative aims to engage the community, making the park a vibrant space for all to enjoy.

The project represents an innovative approach to conservation, fostering a stronger bond between the natural environment and the people who appreciate and cherish it. By combining restoration efforts with art and community involvement, the Richmond Nature Park Society hopes to create a harmonious balance between nature and human interaction.

Where in Richmond will your project take place?

Richmond Nature Park

Anticipated Start Date: 04/01/2024 **Anticipated End Date:** 09/30/2024

Number to be Served: 200

How many will be Richmond residents? 200

How will these numbers be determined?

Staff will keep track of number of volunteers and number of hours.

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).

No other CoR 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: Creation of whimsical art pieces led by an artist and park visitors.

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	Art supplies (twine, construction paper ...)
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 1,450.00	Tarps, tools and refreshments for volunteers.
Marketing and Promotion	\$ 100.00	Posters
Honorarium (up to \$350)	\$ 350.00	Instructor honorarium
Insurance	\$ 0.00	
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?

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	\$ 86,472.79	\$ 62,182.47
Total Expenses	\$ 88,109.71	\$ 93,489.70
Annual Surplus or (Deficit)	(\$ 1,686.92)	(\$ 31,257.23)
Accumulated Surplus or (Deficit)	\$ 200,849.50	\$ 169,592.27

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Small deficit resulting from lower revenues due to the pandemic.

Current Year

This is only 3/4 through our year, there are lots of revenues yet to be recorded.

Explanation for Accumulated Surplus or (Deficit)

Over time the Richmond Nature Park Society (RNPS) has carefully set aside funds to help create new programs and initiatives.

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 Instagram postings. Richmond Nature Park posters and 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 various community events like school education programs, public nature presentations, and artist-in-the-park workshops.

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

Blueberry Clearing: Measure of short term effect by how much area is cleared of blueberry shrubs. Measure of long term effects by marking of initially cleared area, then observation and documentation of growth of bog plants versus blueberry shrubs.

Art Project: Measure of short term effect by number of art installations completed, and participation numbers from park visitors. Measure of long term effect by observation of the longevity of art installation.

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: _____

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the Artful Blueberry Removal Project.



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 (GCCS)

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:** V6Y2R9

Phone No.: (604) 618-8866 **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: Bird Diversity Baseline Survey/other **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.

Project 1. Bird Diversity Baseline Survey
Baseline survey of bird activity on two (almost) side by side sites at Terra Nova Rural Park: one is a biodiverse Miyawaki forest planting, the other is a traditional tree planting. Four visits by Birds Canada to perform baseline bird surveys and deploy one remote camera at each site to detect birds and mammals: May, July, November and January @ \$250 each = \$1,000. Two days of data analysis and production of a bird and mammal diversity report: \$500. Total: \$1,500. (In-kind match by Birds Canada: 2 x Remote trail camera, batteries, cameras and lock, and memory card @ \$500 each = \$1,000).

Project 2. Invasive Removal on Garden City Lands (GCL) Bog
Removal (clipping) of high bush blueberry and European birch from the un-mowed area of the bog, west of the dyke. The work would be undertaken by the 10th Sea Scouts and be directed by the GCCS and KPU (Dr. Mike Bomford). Materials: \$500

Project 3. Citizen Science Natural Dye Workshop on the GCL
Purpose: to protect a blue-listed rare plant, the Vancouver Island Beggars-tick, on the GCL by harvesting its common variety competitor, the Devil’s Beggars-tick. Then using its flowers to produce a natural dye and the teaching of how to dye (natural) fabric.
Materials: \$250

Where in Richmond will your project take place?

Terra Nova Rural Park and the Garden City Lands

Anticipated Start Date: 01/05/2024 **Anticipated End Date:** 01/01/2025

Number to be Served: P#1. all stakeholders P#2. 40 persons P#3. 20-30 persons

How many will be Richmond residents? all/majority will be Richmond residents

How will these numbers be determined?

Count of participants

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: Creates a baseline survey of biodiversity as it relates to bird populations in Richmond

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)	\$250	white vinegar, cream of tartar, iron mordant, dye fixative, natural fabric
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$500	hand clippers, large pot, electric element
Marketing and Promotion	\$250	visual record of the three projects, and social messaging
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):	\$1500	Birds Canada baseline survey and bird diversity report
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?
		<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?

That would be dependant on the amount that was given and which project would be prioritized.

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	\$1451	\$14,019
Total Expenses	\$1534	\$14,452
Annual Surplus or (Deficit)	-83	-433
Accumulated Surplus or (Deficit)	\$3150	\$4,916

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Received less donations and memberships.

Current Year

Since May 2023 donations and memberships have increased. 2022 to 2023 we had a Tree Canada grant and a smaller grant from Earth Literacies (Miyawaki forest project).

Explanation for Accumulated Surplus or (Deficit)

Our balance to date is \$5,785.29.

Note: Our society does not have an operating budget. We are 100% volunteer run and do not have ongoing overhead costs nor any paid staff.

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:** 15/02/2008

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).

Birds Canada, Kwantlen Polytechnic University, 10th Sea Scouts

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

Social messaging, Richmond News, newsletters, GCCS FB, and partner's social messaging.

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

2019, Earth Day ceremonial tree-planting event on the GCL (44 participants). Have hosted Birds Canada workshops and bird walks. Citizen Science sphagnum moss workshops on the GCL with KPU (transplanting and propagation of sphagnum moss). Planted a Miyawaki forest in collaboration with Richmond High School 2022 that included three public engagement events. 10th Sea Scouts have invasive removal experience and Birds Canada is an expert in bird surveys and research.

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

We're fortunate to have such great partners to work with. KPU is facilitating research as various initiatives take place around restoration of the GCL bog. This is research helpful to both Richmond but also a wider community. Birds Canada is a research organization so we are confident that the data they provide to us (and stakeholders) will be of long-term value. We feel it's important to have baseline data to fully understand how we are doing in our efforts to restore, enhance and protect Richmond's unique island natural environment.

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: 15/10/2023

Signing Officer 2

First Name: Nica Last Name: Derakhshannia

Society Role: Communications

Signature:  Date: 15/10/2023

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 communityservices@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

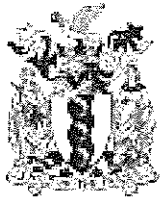
City of Richmond
5599 Lynas Lane, Richmond, BC V7C 5B2
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for all three environmental enhancement projects: Baseline Bird Survey, Invasive Pull and Citizen Science Workshop.



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: London Heritage Farm Society

Contact: Christopher Maddock

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

Main Applicant

First Name: Last Name: Christopher Maddock

Title/Society Role (Optional): Director and beekeeper

Address: 6511 Dyke Road, Richmond, B.C. V7E 3R3

Phone No.: 604 852 6900.

Email: cdrmaddock@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.

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

deadline. – End of Application for Individual Applicants –

7248712 v5 6

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

The following section includes questions about the Proposal.

Grant Information

Proposal Title: 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.

London Heritage Farm (“LHF”) recently reopened its beehouse and apiary, which had been closed for several years. With assistance of a previous grant from the City of Richmond, we were able to establish 7 beehives, on the site which was subsequently built by the city. Unfortunately, 4 of those hives did not survive last winter, resulting in a cost of \$1,450 to replenish those hives with new bees. Partly as a result of 2 unexpected swarms leaving their hives in May, we now have 6 healthy hives going into this winter. To avoid further attrition (50% is not unusual), we need to improve and insulate the existing hives. We also hope to buy better equipment and chemicals for treatment of varroa mites, which are an unfortunate but inevitable reality in all apiaries.

We hope to expand our bee population by adding 4 new nucs in the spring (approximate cost \$1,500). Any remaining funds will be used for replacement hives and equipment.

Where in Richmond will your project take place?

London Heritage Farm

Anticipated Start Date: Anticipated End Date: November, 2023 to December, 2024.

Number to be Served: All visitors to LHF, and adjacent neighbourhood.

How many will be Richmond residents? Most

How will these numbers be determined?

LHF visitor records

7248712 v5 7

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 grounds and buildings at LHF are maintained by City of Richmond, which covers all those costs.

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.
- xContributes to healthy, diverse and functioning ecosystems.
- xSupports the development of a stewardship ethic in the community.
- Supports the City's circular economy principles.
- xOther: improve local understanding of the importance of bees and pollination.

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) \$1,000 (approx)

Program Supplies (e.g. equipment rentals, tools, safety equipment) Other, provide details

Marketing and Promotion Bees(\$1,500approx).(optional):

Honorarium (up to \$350) **Total:nil**

Insurance (all covered)

--

7248712 v5 8

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	How will the funding be used?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Yes 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?

As above, but scaled back.

Total Proposal Funding

Description Amount (\$)

Amount of City Grant Requested \$2,500
Amount Requested from Other Funders nil
Amount You Will Provide As needed, from general budget

Total:

Society Financial Information

GP - 211

Your Society's Budget Last Complete Year (\$) **Current Year (\$)** Total Revenue

36235

Total Expenses

36687

Annual Surplus or (Deficit)

Accumulated Surplus or

(Deficit)

2952

7248712 v5 9

Explanation for Annual Surplus or (Deficit)

Last Complete Year

See financial statements reviewed by
Greg Shepard Ltd.

Current Year

See financial statements to June 30
No annual budget prepared. See Feb. 15
2022 Treasurer's Report

Explanation for Accumulated Surplus or (Deficit)

Funds accumulated over the years.

Attach Financial Statements for last year. ~~Not~~

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: 12779

Charitable Number (Optional): Date of Incorporation: MV10/1998

Society Website (Optional):

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: Diane Brow Last Name: Brow

Society Role: Chair - Board of Directors

Signature: Diane Brow Date: Oct. 11, 2023

Signing Officer 2

First Name: Jay Last Name: Scott

Society Role: Treasurer - Board of Directors

Signature: Jay Scott Date: Oct 11, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the expansion of hives at London Heritage Farm.



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 Minoru Seniors Society

Contact

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

Main Applicant

First Name: Kathleen **Last Name:** Holmes

Title/Society Role (Optional): President

Address: Minoru Centre for Active Living 7191 Granville Ave

City: Richmond **Province:** BC **Postal Code:** V6Y1N9

Phone No.: (604) 238-8450 **Email:** seniors@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: The Minoru Gardeners Amount Requested: \$ 250.00

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" is a volunteer activity run by members of the Minoru Seniors Society. The program creates opportunities for community members, especially seniors 55+, and groups to get involved in the maintenance of existing garden beds and the planning and care of raised garden beds planted with a variety of vegetables and herbs. Volunteer activities include weed control, annual and perennial planting maintenance and general clean up, continued growth includes planting of vegetables and herbs that are used in the Minoru Seniors Society Cafeteria helping to reduce costs while providing nutritious meals to the community. The grant funds will support continued opportunities for seniors to learn new skills and for others to provide leadership through teaching. Involvement in this program encourages 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 will bring pollinators into the city's centre and provide an opportunity for seniors to tend to and enjoy the harvested food in this community garden.

Wellness is commonly viewed as having seven dimensions: intellectual, physical, social, emotional, spiritual, environmental, and vocational. This initiative aligns with many of the seven dimensions:
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 involvement for all who become interested. A place to learn a new skill, 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

Anticipated Start Date: 01/01/2024 Anticipated End Date: 12/31/2024

Number to be Served: 20+ Seniors

How many will be Richmond residents? 20+

How will these numbers be determined?

Connection with staff supporting 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).

The program is at the Seniors Center at Minoru Centre for Active Living and is supported by City 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: _____

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	Seasonal plants-flowers, bulbs,herbs, vegetables, soil and raised garden beds
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 400.00	Hand tools, hoses, disposal bins and buckets, safety equipment (gloves, eye wear)
Marketing and Promotion	\$ 200.00	Printing and advertising costs
Honorarium (up to \$350)	\$ 350.00	Workshop opportunities for volunteers, focus on community and home gardens.
Insurance		
Other, provide details (optional):	\$ 50.00	Community Leisure Transportation, learning opportunity for volunteers,visit other community gardens Richmond.
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 would use the grant funds in the same way but would just do less, may not be able to offer workshops and may not expand to add additional garden beds.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,500.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 500.00
Total:	\$ 3,000.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 530,293.00	\$ 1,077,312.00
Total Expenses	\$ 391,081.00	\$ 1,066,869.00
Annual Surplus or (Deficit)	\$ 98,530.00	\$ 10,443.00
Accumulated Surplus or (Deficit)	\$ 200,698.00	\$ 211,141.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The Minoru Seniors Society has not returned to full staffing levels since the Pandemic forced them to lay off staff. MSS are building up programs and services but haven't returned staff as they are cautious about finances and possible re-emergence of threats to seniors health which impacts attendance and revenue. The MSS Food Services had a really good year, despite staff shortfalls.

Current Year

MSS has only budgeted for a \$10K surplus for their current year as they look to hire new staff positions.

Explanation for Accumulated Surplus or (Deficit)

MSS has been very conservative with spending and staffing as they hope to rebuild some reserves lost during the pandemic.

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-21134

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).

The City of Richmond's Parks Department.
The COR Parks team will hopefully continue to support us in providing training, including education on choosing plants and caring for the existing environment around the facility.

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

Minoru Seniors Society newsletter, volunteer recruitment (icanhelp), Richmond News, social media, community partners, workshop opportunities and in-house promotions such as posters and brochures.

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

The Minoru Seniors Society provides a wide range of programming opportunities for seniors including over 35 weekly drop-in, low cost activities to Richmond seniors. The Society has a strong history of developing and providing seniors with opportunities to actively participate in community life. The City of Richmond's parks staff have supported us in the planning of this program. With their approval, we have explored the idea of seniors assisting in the care of the centres existing garden beds through the Adopt a Garden program.

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 continue to grow the program to expand garden beds and intergenerational programming in the future.

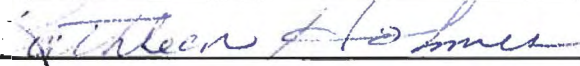
Step 5: Signing Officers

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: Kathleen Last Name: Holmes

Society Role: President

Signature:  Date: October 13, 2023

Signing Officer 2

First Name: Jim Last Name: Kojima

Society Role: Treasurer

Signature:  Date: Oct 13 / 23

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the Minoru Gardeners project.



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: Deanna **Last Name:** Mohr

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:** dmohr@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 enhance and build upon the environmental programming enacted in 2023 with the Environmental Enhancement Grant. 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
- 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 (recycling and composting), and the use of pumpkins by the preschool and out of school care programs.

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: 04/02/2024 Anticipated End Date: 10/31/2024

Number to be Served: 250

How many will be Richmond residents? 225

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)	\$ 850.00	Seniors/Preschool/Out of School Care program materials (plants, pumpkins, soil, etc.).
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 550.00	Seniors/Preschool program supplies (tools), clean-up kit maintenance and expansion.
Marketing and Promotion	\$ 100.00	Boosted social media posts and printed advertisements of public programs.
Honorarium (up to \$350)	\$ 250.00	Honorarium for workshop facilitator (through City of Richmond Environmental Programs).
Insurance	\$ 0.00	N/A
Other, provide details (optional):	\$ 750.00	Education - facilitators for workshops led by Urban Bounty (\$350/workshop), \$50 local travel for other workshop facilitator.
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?
TD Park People Grant	\$2000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Expand on program supplies and offerings.
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:	\$ 2,000.00		

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?

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	\$ 2,000.00
Amount You Will Provide	\$ 0.00
Total:	\$ 4,500.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 1,137,235.54	\$ 1,348,901.15
Total Expenses	\$ 1,116,659.56	\$ 1,346,321.43
Annual Surplus or (Deficit)	\$ 20,576.56	\$ 2,579.72
Accumulated Surplus or (Deficit)	\$ 382,834.15	\$ 385,413.87

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Increase of program registrations as programs expand with public health regulations.

Current Year

Increase of program registrations as programs expand with public health regulations.

Explanation for Accumulated Surplus or (Deficit)

For projects and community initiatives still in progress.

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 18934

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 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 utilizing Cambie's community garden raised beds.

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

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: Marie Last Name: Murtagh

Society Role: President, Board Member

Signature: M. Murtagh Date: Sept 29, 2023

Signing Officer 2

First Name: Erin Last Name: MacPherson

Society Role: Vice President, Board Member

Signature: Erin MacPherson Date: Sept. 29, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the Intergenerational Environmental Programs.



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: Grace Last Name: Augustinowicz

Title/Society Role (Optional): _____

Address: 7611 Ash Street

City: Richmond Province: BC Postal Code: V4P 1C5

Phone No.: (604) 244-7377 Email: grace@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: Unlocking the climate potential of hedges **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.

Over the next two years, UB will be working in 17 community gardens around Richmond to create the Community Gardens Hedgerow Program. The initiative aims to create a network of garden hedgerows that will assist gardeners in:

- regulating water flux and availability
- increasing carbon sequestration
- landscape connectivity and character maintenance
- contributing to increased biodiversity

Our goal is to create a city-wide program that will support the establishment of narrow hedgerows around the perimeter of community gardens. The hedgerows will include low-maintenance annual and perennial varieties of native species and pollinator plants.

In the first year of the program, we will establish a number of plot trials outside the fences of Cook Community Gardens. The growing impact of the rabbit population and its detrimental effects on food production led to the selection of this site. We will be analyzing the effectiveness of using hedgerows as physical berreirs and the use of rabbit-deterrent plant species in addition to monitoring biodiversity parameters. Over the course of the following summer, we will use the findings from these initial trails to build and implement the hedgerow program in community gardens across Richmond.

We will actively involve the community in setup and maintenance duties during the duration of the program. Workshops and guest speakers will educate members to hedgerow gardening practices that are low-cost, easy to use and focuses on increasing resilience in urban gardens. The Community Gardens Hedgerow Program will be the first program of its sort in our region. We anticipate that the findings of these trials will be helpful in informing garden managers and planners about the potential benefits of using hedgerows as strategies for coping with climate change.

Where in Richmond will your project take place?

The project will take place in the 17 community gardens managed by Urban Bounty for the City of Richmond

Anticipated Start Date: 11/01/2023 **Anticipated End Date:** 11/01/2024

Number to be Served: 730

How many will be Richmond residents? 730

How will these numbers be determined?

This is the number of Richmond residents currently enrolled in the Community Gardens Program, but we hope to involve members of the community and community organizations 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).

\$0.00

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	Terralink Wildflower 1lb = \$61.65 plus tax, quantity needed: 20 lb
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to \$350)	\$ 350.00	Staff hours, executive director over site
Insurance		
Other, provide details (optional):	\$ 850.00	Two-three guest speaker, workshop costs (handouts, snacks and beverages), mileage
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?

Total Proposal Funding

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

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

Annual Deficit 2022: \$21875. We ended the last complete year with a deficit. From lessons learned during the pandemic we worked towards building a surplus to have three months of operating funds to protect the organization from unexpected events. We need to ensure financial stability and longevity to meet our obligations for growing food security demands in the community.

Current Year

Annual Surplus 2023: \$37541.29. Fiscal management and responsibility have been steady based on last and current year reporting. Our annual budget has grown three and a half times in the last five years, and it looks like the trajectory continues upward for 2024. After receiving our Federal Charity status, we opted to be audited by Sanders, Russell and Company, and this was to ensure that bookkeeping and accounting aligned

Explanation for Accumulated Surplus or (Deficit)

Accumulated Surplus 2022: \$3855. Accumulated Surplus 2023: \$110,072.47. From lessons learned during the pandemic we worked towards building a surplus to have three months of operating funds to protect the organization from unexpected events. This unrestricted financial surplus helps to ensure a quick response to community needs and financial and operational demands to tackle projects that are harder to fund.

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** 2/19/2009

Society Website (Optional): 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).

--

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: PHIL Last Name: CARRIÈRE
Society Role: President, Urban Bounty Board of Directors
Signature: [Signature] Date: October 16, 2023

Signing Officer 2

First Name: Luther Last Name: Sy
Society Role: VP, Urban Bounty Board
Signature: [Signature] Date: 10/16/2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the pilot hedgerow project at Cook Community Garden.



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: V6V 2W5

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

Co-Applicant

First Name: Brendan Last Name: Walker

Title/Society Role (Optional): Recreation Leader

Address: 5140 Smith Drive

City: Richmond Province: BC Postal Code: V6V 2W5

Phone No.: (604) 238-8052 Email: bwalker@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 Day Activities 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 is requesting funds to lead a series of Earth Day programs. Potential workshops would align with the theme for Earth Day 2024, Planet vs Plastics. Hamilton Community Association (HCA) feels it is important to support this theme and host workshops that are related to the overall consumption of plastics. Workshops will be hosted at Hamilton Community Centre for all ages to participate. Some ideas of workshops include upcycling classes on fast fashion, soap making and homemade beeswax wraps. By supporting Earth Day 2024, we are able to continue environmental protection and conservation in Richmond. Many plastics are dumped into local bodies of water. Hamilton Community Centre would like to provide the community with resources that can educate participants in the community. An educational presentation by an environmentalist would make participants aware of appropriate plastic disposal. Earthday.org suggests a sixty percent reduction in the production of all plastics by the year 2040. HCA would like to be apart of this movement to restore Richmond's natural environment and support a healthy planet at large. In spring of 2023, HCA engaged in Earth Day activities that supported conservation in the community of Hamilton. Hamilton Community Centre hosted terrarium building workshops, harvesting honey workshops, upcycling craft workshops and backyard composting. We continued to support community engagement through a community cleanup event hosted around the community of Hamilton. Community members cleaned up Hamilton Community Park, McLean Park and other areas of the Hamilton community. There were fifty-three participants registered to participate in these events. This year, we hope to increase our registration numbers to educate more people in our community on the conservation of Richmond. The HCA wants to be involved in the protection of our planet and how we can make an impact in our local community.

Where in Richmond will your project take place?

Hamilton Community Centre

Anticipated Start Date: 04/20/2024 Anticipated End Date: 04/22/2024

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 fifteen 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)	\$ 600.00	Materials that may be needed by contractors for the workshops.
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 600.00	This will include any supplies requested by contractors.
Marketing and Promotion	\$ 100.00	Boosted posts on Instagram and Facebook.
Honorarium (up to \$350)	\$ 1,200.00	To be split between contractors hired to run workshops.
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	\$ 736,510.87	\$ 733,585.60
Total Expenses	\$ 662,288.76	\$ 726,009.75
Annual Surplus or (Deficit)	\$ 74,222.11	\$ 7,575.85
Accumulated Surplus or (Deficit)	\$ 708,633.50	\$ 716,209.35

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 \$7,575.85.

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: S 020867

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: DANNY #1 Last Name: YU

Society Role: DIRECTOR

Signature:  Date: OCT 17, 2023

Signing Officer 2

First Name: Maggie Last Name: SZE

Society Role: Director

Signature:  Date: Oct. 17, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500
Recommendation: A grant is recommended to support with the full proposed budget for the Earth Day Activities for the Hamilton Community.



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): Program Manager, Lower Mainland Green Team

Address: Unit 218 - 676 West 6th Ave

City: Vancouver **Province:** BC **Postal Code:** V5Z 1A3

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: Building Community through Restoration **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.

Green Teams of Canada (GTC) is seeking support from the Richmond Environmental Enhancement Grant for its Lower Mainland Green Team (LMGT) to run one hands-on environmental education activity removing invasive plants in a natural area/park of the City's choosing. This project will instil 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 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. Past GTC activities have run in Richmond at Terra Nova Rural Park and Garry Point Park.

Anticipated Start Date: 05/01/2024 **Anticipated End Date:** 09/30/2024

Number to be Served: 20-50

How many will be Richmond residents? 50-85%

How will these numbers be determined?

Extensive outreach will result in large numbers of diverse community members engaged. Registration and check-in forms will determine the number of people engaged, where they live, their experience level and 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).

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: 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)	\$ 205.00	Shovels, loppers, pruners, rakes, gloves, refreshments, tarps
Marketing and Promotion	\$ 1,972.00	Includes community engagement work (plan and run activities, conduct outreach, provide education, manage volunteers, measure and report on impact)
Honorarium (up to \$350)		
Insurance	\$ 220.00	Activity administration including insurance and database management system for evaluation
Other, provide details (optional):	\$ 103.00	Transportation of tools and supplies to and from activities, site visit
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?

This project will not be able to run without the full requested amount. A GTC activity costs \$3,000+ to run. This grant will fund a portion of this project, with the remainder covered by GTC. GTC will also provide \$2,016+ of in-kind (photos, media, volunteers, thank you gifts for volunteers, etc.).

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	\$ 253,412.00	
Total Expenses	\$ 276,351.00	
Annual Surplus or (Deficit)	\$ 22,939.00	
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 our last completed audit for the Aug 1 2021-Jul 31 2022 fiscal year (audit attached). An audit is currently in progress for the Aug 1 2022-Jul 31 2023 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 2023 and ends on Jul 31 2024. Current budget is \$423,403. 83% 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 2021 - Jul 31 2022 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): Not enough space **Date of Incorporation:** 10/28/2013

Society Website (Optional): www.greenteamsCanada.ca. Charitable number: 809488448RR0001

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 LMGT's volunteer base of over 6,000 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 900+ activities in 120 green spaces and 30 municipalities
- Engaged 20,000+ community members of all ages, backgrounds and abilities
- Removed 4,800+ cubic metres of invasive plants (equivalent to 30,000+ bathtubs)
- Planted 26,000+ native trees, shrubs and herbaceous plants
- Removed 7,500+ pounds of garbage from shorelines and streets
- 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 (150+ times, including Global News, CBC Radio, and local newspapers)

GTC's community engagement model was first developed in 2011 in the Lower Mainland to address social isolation, sedentary lifestyles, and a lack of local opportunities for individuals, particularly youth, to make a positive tangible impact on the environment.

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 in 2020, 2021, 2022 and 2023, 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
- 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: _____ 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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the Building Community through Restoration Invasive Pull event.



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: _____

Contact

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

Main Applicant

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

Title/Society Role (Optional): _____

Address: _____

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

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

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: _____ 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.

Where in Richmond will your project take place?

Anticipated Start Date: _____ Anticipated End Date: _____

Number to be Served: _____

How many will be Richmond residents? _____

How will these numbers be determined?

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)		
Program Supplies (e.g. equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):		
Total:		

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?

Total Proposal Funding

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

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	290,590.09	371,068
Total Expenses	235,880.79	371,068
Annual Surplus or (Deficit)	54,709.30	0
Accumulated Surplus or (Deficit)		0

Explanation for Annual Surplus or (Deficit)

Last Complete Year

We saved up to purchase a small piece of land in Langley, we paid out \$100,000 to the Kindred Village project in mid-2023.

Current Year

We do not expect to have a surplus beyond a contingency account (ideally three months of operating expenses) for emergencies.

Explanation for Accumulated Surplus or (Deficit)

We do not expect to have a surplus beyond a contingency account (three months of operating expenses) for emergencies.

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 0001 Date of Incorporation: May 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).

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: Sorelle Saidman Date: October 18th, 2023

Signing Officer 2

First Name: _____ Last Name: _____

Society Role: _____

Signature: [Signature] Date: October 18th, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the Rabbit Containment Educational Project.



City of
Richmond

Environmental Enhancement
Grant Program Application
Community Services Division

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/Vara

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.

GP-256

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: \$ 1,200.00

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.

Having received the Environmental Enhancement grant in the past, we are eager to continue our work developing a small 'Food Forest' adjacent to the TNNS school vegetable gardens. We spent a year removing grasses, bindweed, and blackberry, then layered the soil with cardboard and wood chips to create a natural compost. This fall, three large fruit trees were planted, and then underplanted by school staff and youth (the Beyond4Walls: Trailblazers and B4W: Leaders in Training programs) with several shrubs. Additional shrubs, and then perennials and possibly climbers (weather dependent for planting times) are required to fill in the space. Species planted are chosen for their food value; in consideration of variable seasonal temperatures and precipitation due to climate change; and in consultation with City staff. Future plans include a small woodchip path through the established plantings; plant labels; and a portable sink/counter to facilitate harvesting.

As well, we are continuing our work of actively decolonizing an area of the park we refer to as 'Stormbreaker'. This is a favourite 'wild' space for children of all ages, often used for building and dismantling 'dens'; playing 'Eagle'; gathering stinging nettle; or just exploring. Unfortunately, the Himalayan blackberry continues to dominate the space. However, with persistence, we are clearing the area, giving numerous native oak seedlings, and a Japanese Maple planted decades ago by previous residents, a chance to survive. Parents, youth, staff of Thompson Community Centre, and volunteers from Deloitte Canada have all assisted with this endeavour over the seasons.

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: 11/23/2023

Anticipated End Date: 03/20/2004

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 square feet of garden beds, with support from West Coast Seeds (seed donations).

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)	\$ 800.00	purchase of additional shrubs, transplant solution, bone meal
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 200.00	purchase quality secateurs/pruners, gloves, garden waste bags
Marketing and Promotion	\$ 50.00	flyers
Honorarium (up to \$350)	\$ 150.00	in recognition of lead volunteer, who provides permaculture expertise and guidance; also assists with labour and writing of final report
Insurance		
Other, provide details (optional):		
Total:	\$ 1,200.00	

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?

towards the purchase of (fewer) plants and an honorarium

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 1,150.00
Amount Requested from Other Funders	\$ 0.00
Amount You Will Provide	\$ 50.00
Total:	\$ 1,200.00

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://richmond.ca/_shared/assets/2023_AGM_Package66203.pdf

Current Year

2023 statements are being prepared after year end of August, 2023 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:** 2/10/2073

Society Website (Optional): www.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).

Thompson Community Association provides office and infrastructure for financial transactions (business VISA), and staff hours for Emily and Kate to oversee and manage the project;

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

TNNS has a strong reputation in the community; regular attendees in both licensed preschool and seasonal programs (approx 170 children per week); the support of TCA; and active social media visibility thru blog, website, and instagram;

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

We have successfully hosted several blackberry cutting events. We are very familiar with the area and potential hazards; we provide materials (tools and gloves); liaise with Parks staff and City arborists; and have first aid and refreshments available if needed

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

We can see the Food Forest taking shape! We are making slow but steady progress removing the blackberry; families and community regularly notice the work and offer assistance; children, families, and staff are excited about harvesting food in years to come!

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: Jen Last Name: Dahl

Society Role: President, Thompson Community Association

Signature: Jennifer Dahl Date: 10/16/2023

Signing Officer 2

First Name: Stephen Last Name: Morris

Society Role: Vice President, TCA

Signature: Stephen Morris Date: Oct 16, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$1,200

Recommendation: A grant is recommended to support with the full proposed budget for the Food Forest expansion in Terra Nova Rural Park.



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:** Williams

Title/Society Role (Optional): Executive Director

Address: 2771 Westminster Highway

City: Richmond **Province:** BC **Postal Code:** V7A1A8

Phone No.: 604-227-6210 **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: Enhancing Beneficial Insect Habitat & In **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.

As a working community farm, the Sharing Farm’s harvests are intimately linked to the health of soil and beneficial insect populations. The first part of this project will increase our plantings of cover crops, a crucial aspect of regenerative farming. Signage will alert the public as to the essential role cover crops play in enhancing soil health and sequestering carbon. The second part of this project builds off of the last two year’s Environmental Enhancement grants. It focuses on increasing the habitat and survival of beneficial insects, including pollinators, while also increasing public awareness about the importance of these species and how to observe, protect and enhance their habitat and survival. Development, pesticide use, and the ongoing and increasing effects of climate change—severe weather events and unprecedented and unpredictable weather patterns—have combined to put all insects at severe risk. This part of the project will do the following: 1) support the existing volunteer-led flower growing program, to continue annual and perennial plantings of pollen and nectar-rich flowers favorable to native pollinators and other beneficial insects; 2) label these plants (including pollinator forage) so that the public is aware of what pollinator-friendly and beneficial insect-friendly plant species they might also grow in their own yards; 3) sow multiple plantings of pollinator forage, timed to flower throughout the growing season; 4) host 2 native plant and beneficial insect habitat workshops for volunteers and community members, through collaboration with Master Mellitologist Kristen Penhall.

Where in Richmond will your project take place?

The Sharing Farm, Terra Nova Park

Anticipated Start Date: March, 2024 **Anticipated End Date:** October, 2024

Number to be Served: 5820

How many will be Richmond residents? 4500

How will these numbers be determined?

Based on 2023 statistics: Known numbers: * People served weekly by donated and purchased Harvest Baskets: 456 * Volunteers at the farm: 502 * Workshop participants: 604 * Farm...

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)	900.00	organic compost, perennials, seed & amendments
Program Supplies (e.g. equipment rentals, tools, safety equipment)	1250.00	carts and wheelbarrows; hand & field tools; landscape fabric; netting
Marketing and Promotion		
Honorarium (up to \$350)	350.00	
Insurance		
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?
New Horizons for Seniors	25,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Volunteer Coordinator salary
		<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?

We will do as much as we can to complete the project; probably a reduced grant amount will result in fewer plantings.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	2500.00
Amount Requested from Other Funders	25000.00
Amount You Will Provide	3,000
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$408,138.00	\$383,525.00
Total Expenses	\$38,5594	\$366,744.00
Annual Surplus or (Deficit)	\$22,543	\$16,781.00
Accumulated Surplus or (Deficit)	\$324,686.00	\$341,467.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

We were able to mount a successful garlic festival after several years of being shutdown by the pandemic.

Current Year

We were again able to mount a successful garlic festival.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus has been built up over many years. It is invested in 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:** July 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 and Richmond Family Place

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 flower growing program from within our own volunteer network and social media (5000+ followers), as well as through Richmond Cares, Richmond Gives, I Can Help Richmond, Volunteer Connector, Charity Village, Urban Bounty and the Native Bee Society of BC. We will also look to partner with other non-profits in Richmond to bring to the Farm groups of people who might not otherwise join our program, including Minoru Seniors Centre and Richmond Family Place. +

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

We collaborate with both organizations to bring people to the farm for vegetable distribution and for volunteer activities. We have been hosting a successful volunteer program for many years. With this grant we are looking to support and expand a popular volunteer-led initiative to grow more flowers on the farm, which started in 2020, during the pandemic. We have hosted many workshops at the farm and have good attendance and response. +

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

Number of volunteers working on the flower growing program
Number of attendees to the beneficial insect & habitat workshops
Square footage of pollinator forage and cover crops planted

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 PLEASE SEE ATTACHED SIGNATURE PAGE

Signature: _____ Date: _____

Signing Officer 2

First Name: Shauna Last Name: Shortt

Society Role: Board Member PLEASE SEE ATTACHED SIGNATURE PAGE

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for enhancing pollinator habitat at Terra Nova Rural Park.



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: 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 10th Richmond Sea Scouts

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 10th Richmond Sea Scouts

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: Tree Planting Amount Requested: \$1000

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.

After two successful tree planting experiences last year. Two of our cubs (age 10 and 11) would like to help plan another one for this year. We will work with City staff to identify a location in need of help and work to do another planting. We are happy to work at Richmond Nature Park again, or a new location. We are based out of the Steveston area, but happy to help anywhere. We often explore Terra Nova, Richmond Nature Park, Woodward's Landing and surrounding area, and the South and West Dykes.

We would be careful to plant native plants that could provide shelter, food and security for our local birds and animals.

Where in Richmond will your project take place?

Park or public land in Richmond at the discretion of City Staff

Anticipated Start Date: April 1, 2024 Anticipated End Date: June 30, 2024

Number to be Served: up to 84 youth, 28 Scouters, and families

How many will be Richmond residents? 100%

How will these numbers be determined?

We have 35 cubs this year and 13 Scouters (Adult leaders). Depending on the scope of the project we could also include other older and younger youth. And families.

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)	\$1000	Should purchase 60-80 trees
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$0	Can be borrowed from Richmond Nature Park, Gear already owned
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):	\$50	For snack for the youth. Will be covered out of our own budget
Total:	\$1050.00	

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		

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. This budget is very flexible in terms of what the city needs.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$1000.00
Amount Requested from Other Funders	\$0.00
Amount You Will Provide	\$50.00
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 35,265.67	\$ 71,943.29
Total Expenses	\$ 36,243.64	\$ 84,912.74
Annual Surplus or (Deficit)	(\$977.97)	(\$12,969.45)
Accumulated Surplus or (Deficit)	\$21,673.70	\$ 6,908.14

Explanation for Annual Surplus or (Deficit)

Last Complete Year

We have an annual deficit due to the presence of legacy fundraising done partially when 10th Richmond had a hall at the West Richmond site and partially due to fundraising done pre - pandemic for a large international jamboree that didn't happen because of COVID-19 shut downs. We have been slowly using that money to make our programs better for our youth without burdening parents with the full costs.

Current Year

Our current year budget is more than double last years because we are finally able to travel to large events again. There will be a Pacific Jamboree for Scouts on Vancouver Island that we intend to attend, and an international Jamboree for our Vents (Grades 10-12) in Iceland this summer. We intend to spend our legacy "Jamboree Fund" and therefore are running a deficit.

Explanation for Accumulated Surplus or (Deficit)

We have an accumulated surplus from past fundraising. We are slowly using that accumulated surplus to subsidize our own programs and purchase shared equipment, leading to an annual deficit. This year will be our last with an accumulated surplus and we will be working towards making our future budgets revenue neutral and beginning to slowly build up a new "jamboree fund" for 3 years from now when we again have an opportunity for larger gatherings. These events tend to run every 3 to 4 years here in BC. Although international opportunities exist all the time, our goal is to allow each youth to go to one during their time with us. So we choose one every three years to send our Vents (Grade 10-12) on.

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 provide an area for us to plant trees

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 105 youth registered. Along with 32 volunteers to run the program. Depending on the scope of the tree planting we can either focus on just the cubs (35 youth) or expand to include all the youth. 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 and youth involved in the process.

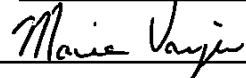
Step 5: Signing Officers

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 18, 2023

Signing Officer 2

First Name: Eileen Last Name: Chen

Society Role: Group Administrator

Signature:  Date: Oct 18, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$1,000

Recommendation: A grant is recommended to support with the full proposed budget for the tree planting event in a Richmond City park.



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: WS Immigrant and Multicultural Services Society _____

Contact

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

Main Applicant

First Name: Sophia Last Name: Zhang

Title/Society Role (Optional): Founding Chair

Address: 8764 Cook Cr

City: Richmond Province: BC Postal Code: V6Y 1X2

Phone No.: 778 863 5828 Email: zhang.sophia8@gmail.com

Co-Applicant

First Name: Lucy Last Name: Liu

Title/Society Role (Optional): Board Director

Address: 22031 Wilson Ave

City: Richmond Province: BC Postal Code: V6V 2P

Phone No.: 6047732856 Email: lucyliu777@protonmail.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: Green Richmond-Clean Shoreline and street 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.

Green Richmond-Clean Shoreline and street for 10 times in 2024

Where in Richmond will your project take place?

Various parks, beaches and streets

Anticipated Start Date: Jan 1, 2024 Anticipated End Date: Dec 31, 2024

Number to be Served: 10,000

How many will be Richmond residents? All of them

How will these numbers be determined?

We guess this would be the number by how many streets, parks and beaches.

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).

\$1,000 city grant for 2023

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)	1500	garbage picking related tools
Marketing and Promotion	300	
Honorarium (up to \$350)	200	
Insurance	200	
Other, provide details (optional):	800	
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?
		<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?

Reduce clean times and area

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	2500
Amount Requested from Other Funders	0
Amount You Will Provide	0
Total:	\$ 0.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	30,000	30,000
Total Expenses	30,000	30,000
Annual Surplus or (Deficit)	0	0
Accumulated Surplus or (Deficit)	0	0

Explanation for Annual Surplus or (Deficit)

Last Complete Year

n/a

Current Year

n/a

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-0066259} _____

Charitable Number (Optional): ^{no} _____ **Date of Incorporation:** ^{Oct 28, 2016} _____

Society Website (Optional): ^{www.wsisc.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?

Word of mouth, social media

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

We just completed the 2013 grant programs

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

By how much people love to walk in the places we just cleaned

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: Sophia Last Name: Zhang

Society Role: Founding Chair

Signature: *Sophia Zhang* Date: Oct 18, 2023

Signing Officer 2

First Name: Lucy Last Name: Liu

Society Role: Board Member

Signature: *Lucy Liu* Date: Oct 18, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$1,653

Recommendation: A grant is recommended to support with partial supplies, marketing, honorarium, and insurance costs for the 10 shoreline cleanups. The budget lacked details for what the "other" costs were so funding was not allocated for this line **GP - 283**



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 (Final ti **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.

Richmond Nature Discovery Fest is a single to multiple outdoor community engagement event(s) planned for 2024, primarily targeting residents of Richmond, B.C. Organized by GreenSeeds Music Society as a Richmond Climate Hub initiative, the event will educate attendees about local wildlife and environmental stewardship, with an emphasis on pollinators. Activities include educational workshops, art installations, live performances, and storytelling.

Where in Richmond will your project take place?

We have been invited by Urban Bounty to host these events in Paulik Park, but would also welcome hosting either event at Garry Point Park, new Minoru park or the Garden City Lands.

Anticipated Start Date: 03/01/2024 **Anticipated End Date:** 10/30/2024

Number to be Served: <40 per event

How many will be Richmond residents? 80-100%

How will these numbers be determined?

Through event lists and headcount

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	Materials for event setup and educational activities.
Program Supplies (e.g. equipment rentals, tools, safety equipment)	300	Rentals: tables, chairs, and safety equipment for up to 4 events.
Marketing and Promotion	90	Social media and poster ads
Honorarium (up to \$350)	1500	6 artists over 4 events: \$250 x 6 = \$1,500.
Insurance	310	Covering liability for all events throughout the year.
Other, provide details (optional):	100	Contingency fund for unforeseen expenses or event features
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		

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'll prioritize organizing one high-quality event, ensuring meaningful engagement with the community. While we can operate with reduced funding, additional support would significantly enhance our ability to support our initiative and compensate artists fairly.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	2,500
Amount Requested from Other Funders	
Amount You Will Provide	1,000 (in kind)
Total:	\$2500

Society Financial Information

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

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).

Pancakes and Puppetry, MC, art cart and puppets / poems and stories related to nature

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

To promote the project and engage the community, we'll use: 1. Social Media: Targeted ads to reach various age groups; 2. Local Newspapers: Announcements and updates ; 3. Partnerships: Work with local organizations to share info; 4. Posters: Displayed in high-traffic community spots; 5. School Involvement: Lantern-making workshops for our Winter Solstice parade; 6. Emails: Event details and updates via newsletter.

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

GreenSeeds Music Society was the organizer of the 2019, 100debates on the Environment event for the City of Richmond during the elections. We've also collaborated on multiple events with Climate Reality as hosts of Vancouver and Richmond Climate Hub initiatives and panel talk events as recently as August 2023. We've partnered with Pancakes and Puppetry for 10 community arts events between 2021-2023 and have a strong network of local artists and educators. We've built key

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

We'll use event pages to gather RSVPs for headcount purposes and initiate a #RichmondDiscovery social media campaign to collect attendee feedback and highlight memorable moments.

We look forward to contributing to Richmond's ecological enhancement through this event.

Thank you for considering our application.


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: 10/18/2023

Signing Officer 2

First Name: Norma Last Name: Institorisz

Society Role: Treasurer and Director of Education

Signature:  Date: 10/18/2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the educational workshops, art installations, live performances, and storytelling.



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): Coordinator, Paulik Park

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: Habitat Revival **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 the maintenance and stewardship of Paulik Park in 2008. We spent the first years repairing soil and cleaning up and removing invasive plants in the perennial garden beds. Our focus now is on creating habitat for wildlife, pollinators and choosing drought-resistant plants. Any plant, tree, shrub that dies is replaced with pollinator-friendly, drought-resistant plants. We have created a meadow garden that is focused on native and exotic plants for pollinators. We also have a native garden bed that we use to educate our volunteers and the community at large. Currently we have a row of old holly trees planted in the past by the Paulik family. Our intention has always been to remove these invasive species and replace with native and exotic plants friendly to pollinators and birds (migrating and non migrating). We would like to use the grant to purchase berry-producing trees such as Hawthorn, pin cherries, Cornelian cherry dogwood tree, mountain ash. We plan to have an understory of berry producing shrubs such as silver buffalo berry (nitrogen fixer also), red gooseberry, red currants, service berries. We would require help from the urban forestry staff to remove the holly trees.

Where in Richmond will your project take place?

Paulik Neighbourhood Park, 7600 Heather Street

Anticipated Start Date: May 2024 **Anticipated End Date:** September 2024

Number to be Served: Paulik Park visitors, volunteers, birding enthusiasts

How many will be Richmond residents? The majority of visitors to Paulik Park are Richmond residents.

How will these numbers be determined?

Our focus will continue to be the community at large. We currently have 60 volunteers working in Paulik Park so will enlist the volunteers to help prepare our new habitat area

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 receive rent free space for our monthly meetings because of the work we do in the rooftop garden for Richmond Cultural Centre.
 We receive plants for our existing gardens in Paulik Park and for the rooftop garden annually.

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: contributes to enhancing environment and sustainable practices with our changing climate - soil improvement, planting drought-resistant and pollinator-friendly plants

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	4 trees @ \$200 each; 12 shrubs @ \$100 each
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$500	Large pruning tools
Marketing and Promotion	\$0	Word of mouth, social media
Honorarium (up to \$350)		
Insurance		
Other, provide details (optional):		
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?

We will purchase the trees only and large pruning tools to assist us in removing holly trees.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$2500
Amount Requested from Other Funders	\$0
Amount You Will Provide	\$100
Total:	\$ 0.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	19,409	17,175
Total Expenses	18,128	14,875
Annual Surplus or (Deficit)	1,280	2,300
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Higher expenses in plant sale costs - less revenue in 2022.

Current Year

Our 2023 plant sale netted a revenue of \$5000 after expenses. This is our major fundraiser every year.

Explanation for Accumulated Surplus or (Deficit)

Increase in membership, successful plant sale, advertising revenue.

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

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?

Article in Richmond News about the habitat work we are doing in Paulik - introducing berry-producing trees and shrubs into Paulik. Social media and posters in the park.

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

Richmond Garden Club has applied for and been successful in obtaining other grants. We have created an incredible habit in Paulik Park and in other projects we manage - the urban rooftop garden at Richmond Cultural Centre, Steveston boardwalk dozen containers for Steveston Harbour Authority, and Richmond Hospital Auxillary Thrift Store garden. All of our work in these projects contain a mix of native and exotic for pollinators and drought conditions. We have 13 master gardeners that volunteer with

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

Increase of migrating birds spending time in the park, winter habitat for over-wintering wildlife, drought-resistant plants surviving the extreme temperatures we are dealing with.

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, 2023

Signing Officer 2

First Name: Jill Last Name: Wright

Society Role: Coordinator, Paulik Park

Signature:  Date: OCT 18, 2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2,500

Recommendation: A grant is recommended to support with the full proposed budget for the Habitat Revival Project in Paulik Park.



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: Birds Canada

Contact

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

Main Applicant

First Name: David **Last Name:** Bradley

Title/Society Role (Optional): BC Director

Address: 4841 Delta St. #206

City: Delta **Province:** BC **Postal Code:** V4K 2T9

Phone No.: (604) 401-6850 **Email:** dbradley@birdscanada.org

Co-Applicant

First Name: Alicia **Last Name:** Krupek

Title/Society Role (Optional): Indigenous Bird Conservation Coordinator

Address: 4841 Delta St. #206

City: Delta **Province:** BC **Postal Code:** V4K 2T9

Phone No.: (250) 735-9384 **Email:** akrupek@birdscanada.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: Indigenous engagement in bird surveys **Amount Requested:** \$ 2,450.00

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.

This project is aimed at fostering Indigenous engagement in local bird surveys within the coastal habitats of the Fraser River Estuary. Focusing on the assessment of swallows and their insect prey, as well as surveys for coastal waterbirds during migration along the Pacific flyway, this endeavor supports ecological research and monitoring important to the conservation of this unique coastal environment.

The Fraser Estuary provides vital habitat for bird species, acting as a sanctuary for both resident and migratory populations. This area has recently been identified through a global lens as a Key Biodiversity Area due to its importance in terms of supporting a high abundance and diversity of species as well as crucial ecological functions. Its significance extends beyond its ornithological value, with deep cultural ties to the Indigenous communities who have stewarded this land for generations. Central to this project is the objective of providing opportunities for communities and youth to connect with their ancestral land and its wildlife. Through hands-on participation, locals will develop skills in conducting land and boat-based bird surveys, insect prey sampling, and bird banding.

Furthermore, this project seeks to empower Indigenous communities to assume their rightful role as custodians of this invaluable coastal ecosystem. By actively participating in surveys and data collection, they can gain information and understanding about the state of the local ecosystem and inhabitant wildlife to better inform their land stewardship efforts. By supporting Indigenous participation in this work, we can also build relationships foundational to the integration of traditional knowledge and modern science in conservation practices.

Ultimately, this project serves as a bridge between tradition, community, and modern science in terms of the monitoring and conservation of our local bird life. By nurturing these connections, we hope to contribute to flourishing avian life on Iona Spit and the Fraser Estuary.

Where in Richmond will your project take place?

This project will take place at Iona Beach Regional Park, Roberts Banks, and in the river channels around Richmond

Anticipated Start Date: 05/31/2024 **Anticipated End Date:** 12/01/2024

Number to be Served: 27

How many will be Richmond residents? TBD

How will these numbers be determined?

To determine the number of participants who are Richmond residents we will be asking all participants to fill out a sign-up sheet beforehand and follow-up survey after the project 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).

The City of Richmond is currently providing us with funding to develop an online "Learning Birds" course that will be shared widely with the community. This course will provide the basics on how to identify birds, how to use birding optical equipment, and tools for collecting bird-related data.

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)		
Marketing and Promotion		
Honorarium (up to \$350)	\$ 2,450.00	Honorarium for 7 participants @ \$350/day
Insurance		
Other, provide details (optional):		
Total:	\$ 2,450.00	

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?
TD FEF	3000	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Birds Canada staff time
YVR	2000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Birds Canada staff time
Metro Vancouver Parks	2000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Birds Canada staff time
Total:	\$ 7,000.00		

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?

If we receive less funding than requested this means we will have fewer honorariums to offer to Indigenous community members which may mean lower participation.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 2,450.00
Amount Requested from Other Funders	\$ 7,000.00
Amount You Will Provide	\$ 350.00
Total:	\$ 9,800.00

Society Financial Information

Your Society's Budget	Last Complete Year (\$)	Current Year (\$)
Total Revenue	\$ 9,610,683.00	\$ 9,945,699.00
Total Expenses	\$ 9,460,361.00	\$ 9,907,653.00
Annual Surplus or (Deficit)	\$ 150,322.00	\$ 38,046.00
Accumulated Surplus or (Deficit)	\$ 0.00	\$ 0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The surplus represents the residual of unrestricted funds from the year of operation.

Current Year

The surplus represents the residual of unrestricted funds from the year of operation.

Explanation for Accumulated Surplus or (Deficit)

The surplus represents the residual of unrestricted funds from the year of operation.

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: 119024313

Charitable Number (Optional): _____ **Date of Incorporation** 01/01/1967

Society Website (Optional): www.birdscanada.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).

In order to implement all parts of this grant Birds Canada would work in partnership with WildResearch, the Canadian Wildlife Service and BC Nature.

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

We will be promoting this project in several ways. First, we will be reaching out directly to local Indigenous Nations through existing connections or with facilitation from project partners. Additionally, we will be sharing survey information through an e-newsletter provided to an existing list of recipients.

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

Birds Canada has extensive experience in hosting workshops, training and collaborative projects with many different partners and stakeholders. We lead and conduct various types of bird surveys on monthly and annual basis that involve a large reach of volunteers and community members.

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

The short-term effects of this project will be measured by the number of participants, survey days and survey zones completed, and number of birds banded. We will also gain valuable insights into the effectiveness of this project and Indigenous involvement through the survey that we will offer to participants post-project.

To measure the long-term effects of the project, we will be keeping track of how Indigenous involvement changes year-to-year as we continue building relationships.

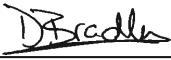
Step 5: Signing Officers

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: David Last Name: Bradley


Society Role: BC Director

Signature:  Date: 10/24/2023

Signing Officer 2

First Name: Silke Last Name: Nebel

Society Role: Vice President, Science and Conservation

Signature:  Date: 10/26/2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$2450

Recommendation: A grant is recommended to support with the full proposed budget for three bird surveys, as long as the one location, Roberts Banks, is changed to a location within Richmond instead.



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 London Secondary School (SLSS) Eco Team

Contact

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

Main Applicant

First Name: Brianna **Last Name:** Bayross

Title/Society Role (Optional): Green Team President

Address: 6600 Williams Road

City: Richmond **Province:** BC **Postal Code:** V7E 1K5

Phone No.: (604) 839-0361 **Email:** brianna.bayross17@gmail.com

Co-Applicant

First Name: Tim **Last Name:** Ubial

Title/Society Role (Optional): Green Team Sponsor Teacher

Address: 6600 Williams Road

City: Richmond **Province:** BC **Postal Code:** V7E 1K5

Phone No.: N/A **Email:** tubial@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: Pollinator School Garden **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.

In the London fields beside our school there is already an ecosystem that can be observed filled with pollinators buzzing around and vividly coloured flora. Seeing this space has inspired our green team to develop a school garden to enhance the spaces available for pollinators as well as to engage students. This in turn will build awareness about the core role that pollinators play in our environment. By strengthening the spaces for pollinators we can solidify the diverse nature of our surroundings. The members of the Green Team at SLSS have expressed a keen interest in this venture. By engaging youth, vital collaboration skills will be instilled in those who decide to get involved. In addition, the youth of today will have the capability to take stewardship of the land and acknowledge the importance of connecting the community. We intend to also plant flora that relates to Indigenous principles through the research that we have conducted thus far. We would like to reflect the importance of reconciliation through our garden by imparting the knowledge that we have gained from our school courses, with the support of our teachers. As members of the community we understand that it is our part to foster a sense of stewardship towards the land. Furthermore, this project will have a ripple effect on our air quality by ensuring that pollinators have access to spaces that are required for them to thrive which directly impacts the environment around us, allowing it to flourish as a result.

Where in Richmond will your project take place?

This project will take place at Steveston-London Secondary School (located at 6600 Williams Road) near the field that is directly beside the school grounds.

Anticipated Start Date: 5th of February 2024 **Anticipated End Date:** 29th of March 2024

Number to be Served: 1,250

How many will be Richmond residents? 1,000

How will these numbers be determined?

These numbers will be determined by having members of Green Team inform others about the garden through social media, announcements and word of mouth. We can try and keep a record of the numbers through a survey linked to a spreadsheet that can simultaneously track the numbers while also asking questions of our community in regards to the 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: _____

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) Cedar lumber, nails/screws, weed barrier cloth, garden soil and seeds	312	We will create raised garden beds with the lumber and nails/screws. The weed barrier will be used to ensure that the specific plants that are chosen for the garden will be able to thrive.
Program Supplies (e.g. equipment rentals, tools, safety equipment) Hose, hose nozzle, shovels, trowels and gloves	188	The hose and hose nozzle will be used to ensure that the garden is maintained. The shovels, trowels and gloves will be used by the team members to plant and deal with general upkeep of the garden.
Marketing and Promotion	0	
Honorarium (up to \$350)	0	
Insurance	0	
Other, provide details (optional):	0	
Total:	500	

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		

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 grant for some of the requested amount the money will be put towards creating a space that is not only beneficial for pollinators, but is also educational for our community. The money will applied to gather the necessary materials to construct raised garden beds that will be able to last as a long-term space for all to share and connect with. The money will grant students with the experience and the responsibility of caring for the environment around, while fostering priceless skills that can be applied in the future.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	500
Amount Requested from Other Funders	0
Amount You Will Provide	100
Total:	600

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 Green Team at SLSS is recognized by the Green Ambassador program and this allows us to gain insight into how other schools went about organizing their school gardens. This insight will also provide us with ways in which we can ensure the success and long-term viability of our school garden. With the effort of the entire Green Team we will work towards developing a successful garden for our community.

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

Our aim once our school garden has been successfully set up is to summarise our process through the symposium that we will present at. Through the presentation we hope to share the experiences that the Green Team had when building the garden and to invite others to visit our garden to impart knowledge that we have also been able to develop throughout the process regarding pollinators.

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

The majority of Green Teams already have experience in running their own gardens and oftentimes connect with other school clubs to better the long term outcome of the garden. This widens the scope in which the SLSS Green Team can gain feedback throughout the duration of this project.

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

The short-term effects of our project will be measured through surveys and questionnaires, some of which will be for the community as a whole and other would be more centered around the student community. This will share the positive aspects of the project and the areas for improvement. The long-term effects will be able to be supervised by the executive successors in the Green Team who will be able to uphold the meaning and legacy that the garden encapsulates. +

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: Brianna Last Name: Bayross

Signature:  Date: 18/10/2023

Co-Applicant Signature

First Name: Tim Last Name: Ubial

Signature:  Date: 18/10/2023

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$500

Recommendation: A grant is recommended to support with the full proposed budget for the Pollinator School Garden at Steveston-London Secondary.



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 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 Road

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:** \$ 500.00

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 proposal is an action-based project that focus on nature and wildlife education related to the enhancement, restoration and conservation of Richmond’s unique island natural environment. It’s a community event to be carried out as one-day workshop, which is free and open to all with in-person activities about green nature and urban wildlife. By bring people together to learn and share their environmental awareness and experience, the interactive workshop provides the opportunities for community members to be involved in biodiversity conservation and local ecosystem, such as discovering and protecting native plants, trees, urban agriculture and animals, taking sustainable actions and going electronic with digital technology to save papers and trees, exploring outdoors and documenting beautiful moments that are happening in parks, waterfront areas and neighborhoods to show and appreciate our unique island life and environment.

Make today greener and make everyday greener, the public event will use digital and recycled materials to promote paperless and protect our forests, encourage and engage the local participants to connect with nature and community through digital images and storytelling in a positive and active way.

This project is a part of community-based initiative with the environmental theme of Coastal life, Eco life that contribute to natural ecosystem and climate change for science engagement and outreach purposes, including interactive programs and hands on activities about waste reduction, reusing and recycling, greener home, sustainable environment and more. Let’s come together and build a resilient natural environment and strong biodiversity with eco friendly actions and green living everyday.

Where in Richmond will your project take place?

a public place in Central Richmond like Richmond Public Library

Anticipated Start Date: 04/26/2024 **Anticipated End Date:** 04/26/2024

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 space about 16-20 numbers is determined based on the workshop materials/equipment and capacity.
The project is primarily to serve and engage local community members, their family members and friends from other communities are also welcome to support accessibility and inclusiveness.

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 coastal biodiversity and local climate change

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)	\$ 80.00	educational materials, plants, healthy drinks and natural food
Program Supplies (e.g. equipment rentals, tools, safety equipment)	\$ 60.00	Name tags, recycled papers, color pens, ipads, projector and screen
Marketing and Promotion	\$ 60.00	posters and flyers, online postings and ads
Honorarium (up to \$350)	\$ 160.00	design work, educational talk, event communication and organization
Insurance	\$ 100.00	insurance related to safety and location
Other, provide details (optional):	\$ 100.00	room rental, copy and printing, delivery
Total:	\$ 560.00	

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?

It will be used and split up to cover material costs, rental and insurance fees.

Total Proposal Funding

Description	Amount (\$)
Amount of City Grant Requested	\$ 500.00
Amount Requested from Other Funders	
Amount You Will Provide	\$ 60.00
Total:	\$ 560.00

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).

The partnership will be developed through the project process. The list is TBD for now:
Individuals: environmental expert and guest speakers
Organizations: Richmond Public Library, local community centres, park services, non-profit organizations and community groups like garden and photo clubs
For profit businesses: local stores for natural food and recycled materials etc.

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 Ecological Network to post and share the project info across diverse communities, spread the word and participate in other events to promote it and reach out people as many as possible.

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

Previously I have worked with an UBC speaker to host an environmental project in collaboration with a local neighbourhood organization. It was a public event with free activities about landscape design and gardening education. We delivered it as a Culture Days workshop at a community place to include diverse community members in a connected and inclusive environment.

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


My project is realistic and achievable with a collaborative work of community participation and engagement. The short-term effects will result a a direct and measurable environmental benefit, which provides the opportunities for community members to actively engaged in the project activities and take away as a daily practice. The long-term effects will be measured with the positive outcomes and ecological impacts on the environment while collaborating with city-related sustainability initiatives and developing a community stewardship to support healthy, diverse and functioning ecosystems altogether.

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: 10/18/23

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 communityservices@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
Emily Sargent, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

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

Grant Recommendation

Recommended Amount: \$500

Recommendation: A grant is recommended to support with the full proposed budget for the Make Today Greener Workshop.

2024 Environmental Enhancement Grant – Scoring Criteria

Grant Advisor:

Individual/Organization:

<i>Scoring</i>		
<input type="checkbox"/>		
0	1	2
<i>No Answer</i>	<i>Strongly Disagree</i>	<i>Disagree</i>
	3	4
	<i>Neutral</i>	<i>Agree</i>
		5
		<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

Community Services Division
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.

The [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 \$2500 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.

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.
-

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; and
 - Projects only designed for recreation.
-

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.
-

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.
- 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.