



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 3, 2024

From: Todd Gross
Director, Parks Services

File: 03-1085-01/2023-Vol
01

Keith Miller
Director, Recreation and Sport Services

Re: 2024 Parks, Recreation and Community Events Grants



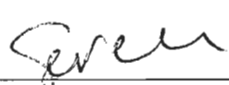
Staff Recommendation

1. That the 2024 Parks, Recreation and Community Events Grants be awarded for the total recommended amount of \$123,017, as identified in Attachment 1 of the staff report titled "2024 Parks, Recreation and Community Events Grants", dated January 3, 2024, from the Director, Parks Services, and the Director, Recreation and Sport Services; and
2. That the grant funds be disbursed accordingly, following Council approval.

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

Keith Miller
Director, Recreation and Sport Services
(604-247-4475)

Att. 4

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

Staff Report

Origin

The City Grant Program was established to assist non-profit community organizations 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 under the *Local Government Act*.

This report outlines the 2024 Parks, Recreation and Community Events 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:

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

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

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

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

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

6.3 Foster intercultural harmony, community belonging, and social connections.

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

Background

2024 Parks, Recreation and Community Events Grant Budget

The 2024 Parks, Recreation and Community Events Grant budget is \$123,017. 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, access to the City's online application system and registration details for an online public grant information session held on

September 25, 2023. Previous grant applicants from the past five years were also directly notified that the online application system was open for submissions.

In the Parks, Recreation and Community Events category, a total of 16 applications were received for an aggregate request of \$245,895. The following table provides a summary of the number and type of applications received and approved for the past three years, along with the number of grants recommended for 2024.

Table 1: Applications, Requests, Grants Approved and Recommendations

2021–2023 Applications, Requests, Grants Approved and Recommendations*				2024 Recommendations*
Year	2021	2022	2023	2024
Total number of applications	10	15	12	16
New applicants	2	4	4	3
Minor requests received (\$5,000 or less)	3	7	6	10
Major requests received (over \$5,000)	7	8	6	6
Multi-year funding requests received	2	2	3	4
Grant not recommended (did not meet criteria)	1	4	2	4
Partial amount of request recommended	8	11	9	11
Full amount of request recommended	1	0	1	1
Total amount requested	\$200,374	\$222,595	\$169,158	\$245,895
Total budget	\$112,828	\$115,423	\$120,017	\$123,017
Total Parks, Recreation and Community Events Grant funds approved/recommended	\$112,828	\$115,423	\$120,017	\$123,017

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

A table outlining the 2024 grant requests and recommended grant allocations is provided in Attachment 1. Summary sheets of each application submitted to the City's online grant system 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.

New Applicants

There were three new applicants in the Parks, Recreation and Community Events category:

1. International Elite Club Association of Canada, which was incorporated in 2021 to build a strong social network within the Chinese Canadian community, to facilitate social connections among newcomers, to educate members on Canada's politics, legal rights, economic systems and the environment, and to encourage volunteerism among young immigrants;
2. Richmond Cosom Floor Hockey Association, which was incorporated in 1993 to provide community-based, cosom youth and adult hockey programs in Richmond; and
3. The Richmond Sports Council, which was incorporated in 1988 to advocate for sports and sport development, to provide opportunities for inter-sport networking and collaboration, and to help Richmond youth participate in active recreation and sports programs where financial barriers impact inclusion.

Minor/Major Grant Requests

There are two application streams for Parks, Recreation and Community Events Grants: one for minor grant requests (\$5,000 or less), and one for major grant requests (over \$5,000). This year, 10 organizations applied for minor grants and six organizations applied for major grants.

Multi-Year Funding Requests and Recommendations

Applicants that have received a Parks, Recreation and Community Events Grant, for the same purpose for the past five consecutive years, have the option of applying for a three-year funding cycle. In the first year of a cycle, a comprehensive application form is required, while only a short application form is required for the following two years. Council reviews recommendations annually to determine if each year of an approved cycle will be funded.

Four organizations applied for multi-year funding in the Parks, Recreation and Community Events category.

Three applicants are recommended for multi-year funding:

1. Sea Island Community Association meets the criteria for multi-year funding and is recommended for approval for the second year of a three-year funding cycle;
2. Steveston Community Society – Richmond Summer Project meets the criteria for multi-year funding and is recommended for approval for the first year of a three-year funding cycle; and
3. The Sharing Farm Society meets the criteria for multi-year funding and is recommended for approval for the first year of a three-year funding cycle.

One applicant is not recommended for multi-year funding. International Elite Club Association of Canada applied for the first year of a multi-year funding cycle, but they are ineligible because they have not received a City Grant for the same purpose for the past five consecutive years. It is recommended that International Elite Club Association of Canada not be approved for the first year of a multi-year funding cycle, but be approved for consideration for single-year funding.

Analysis

Application Review Process

The Parks, Recreation and Community Events Grant Review Committee reviewed the applications against 24 scoring criteria (Attachment 3) that were developed based on the 2024 Grant Program Guidelines for Health, Social and Safety, and Parks, Recreation and Community Events (Attachment 4). Each application was evaluated on five dichotomous (yes/no) questions regarding grant eligibility, and 19 Likert scale statements (nine-point range from “Strongly Disagree” to “Strongly Agree”) regarding the applicant, its grant proposal’s impact on community and engagement, budget, financials, and the quality of the application itself.

2024 Grant Recommendations

Twelve out of 16 applicants are recommended for a Parks, Recreation and Community Events Grant. As the total amount requested exceeds the 2024 City Grant budget, providing partial assistance to multiple organizations is preferable to providing full assistance to only a few. A table outlining the 2024 grant requests and recommended grant allocations is provided in Attachment 1.

Reasons for recommending reduced or no funding include, but are not limited to, the following:

- Insufficient community benefit demonstrated;
- The City provides other forms of support to the organization;
- Duplication of services;
- Other funding partners have not been sought;
- Lack of partnerships;
- Uncommitted, substantial surplus;
- Quality and completeness of the application; and
- Ineligible funding purpose.

Four applicants are not recommended for a Parks, Recreation and Community Events Grant as outlined below:

1. Kajaks Track and Field Club – is not recommended for a grant as the projected program registration fees exceed the proposed program budget, the financial need to implement the proposed program has not been demonstrated, the application relies only on City and applicant funding, and no other external funding sources were sought.
2. Richmond Cosom Floor Hockey Association – is not recommended for a grant as the projected program registration fees exceed the proposed program budget, and the financial need to implement the proposed program has not been demonstrated.
3. Richmond Winter Club – is not recommended for a grant as the projected program registration fees exceed the proposed program budget, the financial need to implement the proposed program has not been demonstrated, the application relies only on City and applicant funding, and no other external funding sources were sought.

4. WS Immigrant and Multicultural Services Society – is not recommended for a grant due to a vague application, which made it difficult to assess the purpose, uniqueness and quality of the proposed events, the demonstrated community benefit, and the organization's capacity to deliver the events.

Financial Impact

The 2024 Parks, Recreation and Community Events Grant budget of \$123,017 was approved as part of the City's 2024 Operating Budget. A total of \$123,017 in allocations are being recommended for the 2024 Parks, Recreation and Community Events Grants, subject to City Council's approval.

Conclusion

The Parks, Recreation and Community Events Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and livable community.

Staff recommend that the 2024 Parks, Recreation and Community Events Grants be allocated as indicated in Attachment 1, for the benefit of Richmond residents.



Beayue Louie
Park Planner
(604-244-1293)

- Att. 1: 2024 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations
- 2: 2024 Parks, Recreation and Community Events Grants – Application Summary Sheets
 - 3: 2024 Parks, Recreation and Community Events Grants – Application Scoring Criteria
 - 4: City of Richmond 2024 Grant Program Guidelines for Health, Social and Safety and Parks, Recreation and Community Events

2024 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations							
#	APPLICANT NAME	2023 GRANT	2024 REQUEST	2024 RECOM.	MULTI YR. RECOM.	APPLICATION SUMMARY	SEE ATT. 2 PAGE NO.
1	Canadian International Dragon Boat Festival Society	N/A	\$ 15,000	\$ 4,000	Single Year	Personnel expenses, volunteer support, supplies and artist/performer fees for the Steveston Dragon Boat Festival at Imperial Landing Park, which will feature multiple dragon boat races, a local marketplace and cultural programs.	Pages 1–3
2	East Richmond Community Association	\$ 2,000	\$ 5,000	\$ 2,000	Single Year	Personnel expenses, volunteer support, supplies, equipment, materials, and entertainment expenses for nine free summer and outreach events at King George Community Park and Cambie Community Centre, geared towards children, seniors and families.	Pages 4–7
3	Hamilton Community Association	N/A	\$ 5,000	\$ 3,000	Single Year	Supplies and equipment for the annual Hamilton Night Out at McLean Park, which will feature carnival games, activities and community booths to raise awareness of the organization's services, facilities and amenities.	Pages 8–10
4	International Elite Club Association of Canada	N/A	\$ 5,000	\$ 2,000	Single Year	Volunteer support, supplies, equipment, materials, insurance and consultant services for an annual Summer Concert in the Park music event featuring multi-cultural, Asian-Canadian musicians and artists.	Pages 11–13
5	Kajaks Track and Field Club	N/A	\$ 5,000	\$ -	N/A	Personnel expenses, supplies and operating expenses for a grassroots program geared towards children between 6 to 8 years old, to encourage track and field activities and participation.	Pages 14–16
6	KidSport - Richmond Chapter	\$ 20,000	\$ 30,000	\$ 20,000	Single Year	Subsidized sport program fees for children and youth of low-income families, who may not otherwise be able to participate in Sport BC-affiliated sport programs.	Pages 17–19
7	London Heritage Farm Society	\$ 2,500	\$ 5,000	\$ 2,500	Single Year	Personnel expenses to support a community event geared towards farm-focused interactive activities for families, and education on historic farm life.	Pages 20–22
8	Richmond Cosom Floor Hockey Association	N/A	\$ 5,000	\$ -	N/A	Personnel expenses and equipment to hire youth members as floor hockey referees for more games due to increased registered participants.	Pages 23–25
9	Richmond Food Security Society (doing business as Urban Bounty)	\$ 16,000	\$ 18,000	\$ 16,000	Single Year	Personnel and operating expenses for food system programs, events and community initiatives, including Community Gardens, Seed Library, Fruit Gleaning, Kids in the Garden, Get Rooted Youth Program, Young Colts, Senior Healthy Eating, Honeybee and Pollinator Program, and beehives at four sites.	Pages 26–29
10	Richmond Winter Club	N/A	\$ 2,000	\$ -	N/A	Instructor fees to provide weekly introductory curling programs.	Pages 30–32
11	Sea Island Community Association	\$ 1,000	\$ 1,500	\$ 1,000	Multi-Year – Year 2	Supplies for the annual Burkeville Daze community event at Burkeville Park.	Pages 33–34
12	Steveston Community Society - Richmond Summer Project	\$ 37,017	\$ 49,395	\$ 37,017	Multi-Year – Year 1	Personnel expenses, volunteer support, and training for the coordination of the Richmond Summer Project, which helps numerous community associations and partners provide equitable summer day camp programs and services to residents, including the provision of additional staff support for children with special needs.	Pages 35–38
13	The Richmond Sports Council	N/A	\$ 5,000	\$ 5,000	Single Year	Subsidized sport program fees to help children and youth of low-income families participate in active recreation and sports programs that may not have a provincial governing body or are located outside Richmond.	Pages 39–41
14	The Sharing Farm Society	\$ 29,500	\$ 50,000	\$ 29,500	Multi-Year – Year 1	Personnel expenses to promote and educate on food security and small-scale sustainable agriculture, and to grow fresh, organic produce for Richmond residents facing food insecurity through the Richmond Food Bank, Community Meals programs, the Musqueam Nation, and other charitable organizations.	Pages 42–44
15	Voices of Muslim Women Foundation	\$ 3,000	\$ 5,000	\$ 1,000	Single Year	Volunteer support, supplies, and program materials to host free sports and athletic leadership programs and workshops for young women, to provide leadership training and skill development, and advocate for diverse representation in sport.	Pages 45–47

2024 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations							
#	APPLICANT NAME	2023 GRANT	2024 REQUEST	2024 RECOM.	MULTI YR. RECOM.	APPLICATION SUMMARY	SEE ATT. 2 PAGE NO.
16	WS Immigrant and Multicultural Services Society	N/A	\$ 40,000	\$ -	N/A	Personnel expenses, volunteer support, supplies, equipment, program materials, and venue expenses for either an Asian Heritage Month/Mother-Father's Day celebration at River Rock, or an International Creative Festival & Giving Heart Community Feast at City Hall Plaza.	Pages 48–50
Totals			\$ 245,895	\$ 123,017			
2024 PRCE Grant Budget				\$ 123,017			
Remaining Funds				\$ -			



Society:	Canadian International Dragon Boat Festival Society
Grant Type:	Single Year Funding Over \$5000 Grant Program
Grant Request:	\$15,000.00
Proposal Title:	FreshCo Richmond Dragon Boat Festival
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	Aug 24, 2024
End Date (if applicable):	Aug 24, 2024
Number To Be Served:	16000
Richmond Residents:	7500

Grant Request Summary

Wrap up summer on the Fraser River's shores! The FreshCo Richmond Dragon Boat Festival returns to Steveston Harbour and Imperial Landing Park for Richmond's only dragon boat festival- and the only dragon boat festival serving the South-of-Fraser community. Enjoy entertainment, children's activities, and culinary offerings, while kicking back and enjoying a relaxing summer's day by the water. Celebration, entertainment, and festivities are the order of the day at the Festival. Admission to the Festival is free. The Festival unites people of all ages, backgrounds, and abilities. We provide opportunities for under-served communities and individuals to be part of recreational and cultural activities. In addition, the Festival has supported the Richmond Food Bank and Learning Buddies Network as joint charity program partners, helping deliver benefits for our community beyond the finish line. Festival programming reflects the unique characteristics of the area. The race program consists of multiple races throughout the day. In addition to these races and a community organization/local small business marketplace, the Festival also presents a cultural program featuring local artisans and musicians. Activities for the community include arts and crafts for youth, lion and dragon dance demonstrations, entertainment and live music programs, food trucks and beer garden, and community marketplace vendors. Plus, 2024 will see a significant expansion of the Festival's live music program. This program will be put together in line with the Society's overall cultural plan to prioritize local, BIPOC, LGBTQ2+, and other marginalized voices and perspectives. Finally, recognizing the roots of our Festival includes looking towards the Festival's traditional Chinese heritage, but also recognizing and paying proper respect to the land and waters we hold our Festival on. We look forward to introducing our Chinese Cultural Pavilion concept to the Festival, and are also working on a number of pilot programs to recognize that our event is held near q'weya?xw, a traditional Musqueam village site.

Richmond Services Received by Your Organization

Support for parking at Steveston Community Centre, power distribution, sanitation services.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$2,214,859.00	\$2,609,345.00
Total Expenses	\$2,105,099.00	\$2,637,959.00
Annual Surplus or (Deficit)	\$110,020.00	(\$28,614.00)
Accumulated Surplus or (Deficit)	\$227,862.00	\$187,317.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year A surplus was generated last fiscal in anticipation of larger investments to come and expectations of future challenging economic conditions.

Current Year A deficit is expected for this fiscal due to increasing cost pressures for all operating departments, and the beginning of reduced public revenues from a range of sources.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus has been built up for general operating purposes to provide a modest buffer for the organization through difficult economic times, as well as for strategic purposes and capital asset maintenance or replacement as these things come through over time.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2022	\$3,250.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$4,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$3,500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00

Item	Amount (\$)
Supplies	\$2,500.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other: Cultural program fees: elder honoraria, artist/performer fees, etc	\$5,000.00
Total:	\$15,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
FreshCo	\$20,000.00
Oddball Workshop	\$7,500.00

Amount Your Society will Provide: \$70,000.00

Grant Recommendations

Recommended Amount: \$4,000.00

Recommendation:

A (single year) grant is recommended to assist with personnel, volunteer support, program and artist/performer fees for the Steveston Dragon Boat Festival at Steveston.

Grant Conditions:

N/A



Society: East Richmond Community Association

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Cambie's Summer Event Series

Grant Purpose: Community Service / Program / Event - One-time Activity

Start Date (if applicable): July 01, 2024

End Date (if applicable): August 31, 2024

Number To Be Served: 750

Richmond Residents: 650

Grant Request Summary

The East Richmond Community Association (ERCA) is looking to enhance and enrich our free event series' in summer 2024. Amplifying summer special events allows ERCA to reach a wider range of Richmond residents, in particular, the East Richmond community. ERCA funding for summer events is limited, and additional grant funding is necessary to both expand outside of a small-scale end-of-summer barbecue and grow summer low-cost/no-cost event opportunities for both families and other targeted, often low-income age groups such as seniors. Cambie Community Centre, which houses ERCA, is located in an industrial area with a high percentage of low-income and newcomer residents. Having a multitude of low-cost/no-cost initiatives allow East Richmond families the opportunity to connect to their community socially and to Cambie Community Centre without financial barrier. ERCA invites the community to our Summer Fun in the Park and Open House Barbecue events throughout the summer of 2024. ERCA will also be adding four additional outreach events, targeted at seniors and families for a total of nine inter-connected summer events. Events will be in-person in line with current public health guidelines and can be adapted if need be. The Summer Fun in the Park series offers four unique outdoor events providing a variety of activities, crafts, games and entertainment. Free to the public, this series fosters positive social connections between families, while participating in group or solo activities based on a theme. Targeted at ages 0-5 (but open to all), this event series fills a gap for preschool aged programming under the age of three. Collaborations in 2023 included the Richmond Nature Park and Steveston Tram, who both hosted activity booths. Two sessions will take place outdoors at Cambie Community Centre, while two will be held at King George Community Park. This event series was made possible with grant funding in 2023. In 2023, two seniors outreach events took place at a local seniors residence, and two family-themed sessions were planned for local parks. Seniors outreach activities included sketching and drumming. The family-themed outreach events were

planned for Tait Riverfront Community Park (cancelled due to poor weather) and Mitchell School Park with activities promoting the following week's Summer Fun in the Park activities. These activities will take place again in 2024, but with enhanced and expanded programming and activities. ERCA and Cambie Community Centre's geographic area is large, so having the opportunity to take programs and events to East Richmond residents gives them a chance to engage with the centre's programs in their own neighbourhood. Outreach events also remove the barrier of travel and location for participants with young children, or seniors. To end the summer ERCA will host its Open House Barbecue. This event showcases games and activities led by Cambie Community Centre's various program areas that allow participants to learn about the centre's program offerings in a direct, personal way. Having all of Cambie's program areas represented allows the event to reach a wide audience of all ages and interests. Community groups are invited to host interactive booths or partner with Cambie's program areas and have previously included the Richmond Public Library, Richmond RCMP, Richmond Fire Rescue, and the City of Richmond's Environmental Programs and Art Truck. Additional entertainers are also present to engage and entertain families. ERCA will host an always popular concession stand that will allow members to interact with and give back to the community they serve. If funds permit, there is the potential that the Barbecue will be followed immediately by a movie night in the King George Community Park field adjacent to the centre. Adding a movie night will allow ERCA to reach a larger audience of Richmond residents and members of the East Richmond community. Volunteers play an integral part in ERCA programs, and many youth volunteers come from HJ Cambie Secondary, further developing a positive relationship between ERCA and the school. Community partnership and sponsorship opportunities will be available for East Richmond businesses where there will be an opportunity for promotion during ERCA's summer events.

Richmond Services Received by Your Organization

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.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$1,137,235.54	\$1,348,901.15
Total Expenses	\$1,116,659.01	\$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.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$2,000.00	Parks, Recreation & Community Events
2022	\$1,848.00	Child Care Capital Grant
2022	\$1,500.00	Parks, Recreation & Community Events
2021	\$1,800.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$800.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$90.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$350.00
Equipment	\$500.00
Photocopying	\$0.00
Program Materials	\$1,100.00
Local Travel	\$0.00
Other:	\$5,700.00
Entertainers, External Booths and Vendors, Event Rentals (e.g. inflatables), Movie Rentals/Licenses, Entandem Fees	
Total:	\$8,540.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
Sponsorship - Realtor Patsy Hui	\$250.00
Sponsorship - Volendam Automotive	\$250.00
Fairs, Festivals and Events Fund (Grant)	\$2,000.00

If You Have More Than 3 Funding Sources, Please Provide Additional Information Below N/A

Amount Your Society will Provide: \$1,000.00

Total Proposed Budget: \$8,540.00

Grant Recommendations

Recommended Amount: \$2,000.00

Recommendation:

A (single year) grant is recommended to assist with personnel, volunteer support, supplies and entertainment expenses for nine free summer and outreach events at Cambie Community Centre and King George Community Park, geared towards children, seniors, and families.

Grant Conditions:

N/A



Society: Hamilton Community Association

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Hamilton Night Out

Grant Purpose: Community Service / Program / Event - One-time Activity

Start Date (if applicable): September 06, 2024

End Date (if applicable): September 06, 2024

Number To Be Served: 700

Richmond Residents: 500

Grant Request Summary

We are seeking funds from the City of Richmond to execute our annual Hamilton Night Out event. Hamilton Night Out is the associations biggest event and includes carnival games, a portable rock wall, inflatables, community booths, a food truck and an outdoor movie. This event allows us to engage with the community in a safe and inclusive setting. Hamilton Night Out is a family orientated event but residents of all ages attend. We partner with local businesses within the area as well to build connections within the Hamilton Area and to bring awareness to non-Hamilton residents of our services, facilities and amenities. This grant would allow us to grow the event and add additional activities to meet demand and improve participant satisfaction.

Richmond Services Received by Your Organization

The Hamilton Community Association operates out of the Hamilton Community Centre which is a city owned facility. Hamilton Night Out takes place at Hamilton Community Park, which is a City of Richmond park. City of Richmond staff also work out of the Hamilton Community Centre and support day to day operations and provide items for events such as water stations and garbage and recycling bins.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$698,650.81	\$733,585.60
Total Expenses	\$692,224.56	\$726,009.75

Your Society's Budget	Last Complete Year	Current Year
Annual Surplus or (Deficit)	\$6,426.25	\$7,575.85
Accumulated Surplus or (Deficit)	\$708,633.50	\$716,209.35

Explanation for Annual Surplus or (Deficit)

Last Complete Year Surplus is accumulated each fiscal year from revenue in programs. This surplus is redistributed back into our programs and events and helps offset losses in program areas such as events, seniors and youth. Surplus is also used towards upgrades within the facility. This past year, the surplus was used to purchase new sports equipment and treadmills and elliptical machines for the fitness centre. The association also invested in staff and increased the hours for the Program Coordinator position; increasing it from 20 hours to a full-time 35 hours a week.

Current Year With an increase in wages and hours for association staff we are anticipating a reasonable surplus of \$7,575.85.

Explanation for Accumulated Surplus or (Deficit)

Surplus is accumulated each fiscal year from revenue in programs. This surplus is redistributed into our programs and events and helps offset losses in program areas such as events, seniors and youth. Surplus is also used towards upgrades within the facility. This past year, the surplus was used to purchase new sports equipment and cardio machines for the fitness centre. The association also invested in staff and increased the hours for the Program Coordinator position and increased it from 20 hours to a full-time 35 hours a week.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2022	\$2,750.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$2,500.00

Item	Amount (\$)
Equipment	\$2,500.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other:	\$0.00
Total:	\$5,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
Hamilton Village Health Centre	\$1,000.00

Amount Your Society will Provide: \$10,000.00

Total Proposed Budget: \$5,000.00

Grant Recommendations

Recommended Amount: \$3,000.00

Recommendation:

A (single year) grant is recommended to assist with supplies and equipment expenses for the annual Hamilton Night Out at McLean Park.

Grant Conditions:

N/A

Society: International Elite Club Association of Canada

Grant Type: Multiple Year Funding Cycle - (Year 1 of 3) \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Summer Concert in the Park

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1600

Richmond Residents: 1000

Grant Request Summary

The Summer Concert in the Park is a yearly live music event featuring Asian-Canadian musicians and artists. On a summer day, the park (previously at King George Park at Richmond) is filled with a diverse crowd of music fans enjoying the warm weather and beautiful surroundings. The event starts with an indigenous artist performing with traditional instruments. Then a group of artists of Chinese descent performs pop songs over decades. A hip-hop dance crew of Korean, Vietnamese, and Filipino members follows with a performance that gets the crowd cheering and clapping. Food and drink vendors offer a variety of delicious treats, and there are booths showcasing local Asian-Canadian artists' works.

Richmond Services Received by Your Organization

We received funding support from the City of Richmond's Neighbourhood Celebration Grant at \$1,580.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$29,474.00	\$30,000.00
Total Expenses	\$27,009.00	\$28,000.00
Annual Surplus or (Deficit)	\$2,465.00	\$2,000.00
Accumulated Surplus or (Deficit)	\$2,465.00	\$4,155.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Society received more than expected donations from members and supporters.

Current Year The Society wishes to keep the same level of surplus as the previous year for future development.

Explanation for Accumulated Surplus or (Deficit)

The Society was incorporated on Dec. 21, 2021. The last complete year, i.e., 2022, was the first year of operation. Last year's accumulated surplus reflects the first year's surplus. The current year's accumulated surplus is the budgeted surplus added to last year's.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$1,000.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$200.00
Equipment	\$1,500.00
Photocopying	\$200.00
Program Materials	\$800.00
Local Travel	\$0.00
Other: Insurance	\$800.00
Total:	\$5,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Fairs, Festivals and Events Fund	\$2,500.00

Amount Your Society will Provide: \$7,500.00

Grant Recommendations

Recommended Amount: \$2,000.00

Recommendation:

It is recommended that the applicant be considered for a single year because it is not eligible for a multi-year grant as it has not received a City grant for the same purpose for the past five consecutive years. A (single year) grant is recommended to assist with volunteer support, supplies, equipment, materials, insurance and consultant services for an annual Summer Concert in the Park music event at King George Park, featuring multi-cultural, Asian-Canadian musicians and artists.

Grant Conditions:

N/A



Society: Kajaks Track & Field Club

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Grassroots Programming

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable): March 01, 2024

End Date (if applicable): October 31, 2024

Number To Be Served: 90+

Richmond Residents: most of them

Grant Request Summary

The grassroots programs are for young athletes in the 6-8 years old range so the programs are set in small groupings of 16 to ensure the coach to athlete ratio is good for learning and to ensure safety and control. We will offer several programs, sequentially in this period. Kajaks Grassroots Programming, the Track Rascals, is open to all newcomers to our sport. Track Rascals is an approachable program full of opportunities for young athletes to learn age-appropriate physical literacy movement in a fun supportive atmosphere with Run Jump Throw Wheel trained coaches. All athletes receive a Track Rascals shirt when they register for this month-long program and are not required to take on a full club membership. These month long sessions with programs twice a week are a great introduction to the sport of track & field and enhance everyone's life long skills of running, jumping and throwing. Many of our long time older athletes started out as Track Rascals.

Richmond Services Received by Your Organization

We rent facilities from City of Richmond at the youth program rates and rentals of the Event Centre at Minoru Centre for Active Living is free. Our working relationship with the Sport & Community Events department is great, we appreciate their support.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$273,442.76	\$1.00
Total Expenses	\$254,991.53	\$1.00

Your Society's Budget	Last Complete Year	Current Year
Annual Surplus or (Deficit)	\$18,451.23	\$1.00
Accumulated Surplus or (Deficit)	\$13,664.00	\$1.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Kajaks surplus at the end of our fiscal year was an exception and shows our organisational recovery over the covid lockdown years. Our fees do not cover our club costs each year, we have relied on BCFE and other recovery grants to cover the shortfall. This year we have a portion of the shortfall now.

Current Year Kajaks Track & Field Club's fiscal year end is August 31st. There are no financial statements for the month of September yet but registration has opened and our annual program revenue is coming in.

Explanation for Accumulated Surplus or (Deficit)

There is none. Accumulated surplus for last year as of August 2022 was \$13,664. Addedum/Note: \$1 entries in budget is due to grant systems inability to accept \$0.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$2,600.00
Consultant Services	\$500.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$165.00
Utilities and Telephone	\$1.00
Supplies	\$1,800.00
Equipment	\$1.00
Photocopying	\$1.00
Program Materials	\$1.00

Item	Amount (\$)
Local Travel	\$1.00
Other:	\$1.00
Full details are in the attached budget. All spaces with \$1 are no charge.	
Total:	\$5,071.00

Amount Your Society will Provide: \$700.00

Total Proposed Budget: \$5,071.00

Grant Recommendations

Recommended Amount: \$0.00

Recommendation:

Not recommended for funding as the projected program registration fees of \$200 per participant exceed the proposed program budget, the financial need to implement the proposed program has not been demonstrated, the application relies only on City and applicant funding, and no other external funding sources were sought.

Grant Conditions:

N/A



Society: Kidsport - Richmond Chapter

Grant Type: Single Year Funding Over \$5000 Grant Program

Grant Request: \$30,000.00

Proposal Title: KidSport™ Richmond Grant

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 350

Richmond Residents: 350

Grant Request Summary

Social and economic obstacles can prevent some young people from participating in organized community and school sports. KidSport Richmond's purpose is to provide financial assistance to help financially challenged families overcome the financial barrier that may exist to ensure their children will have the opportunity to participate in at least one season of sport of their choice. The season of sport MUST be a minimum 6 weeks of duration and at least once per week. KidSport Richmond provides funding for sport registration fees up to a maximum of \$800 per child per calendar year for athletes up to 18 years of age. The local community sport organization must be affiliated with Sport BC. Applications are qualified based upon confirmation of family income level qualifying to published Low-Income-Cut-Off-Values or as verified by a 3rd party financial endorser who would be aware of the family's financial situation. Athletes must reside in the City of Richmond to qualify for grant funding. KidSport Richmond currently funds more than 89% of applications received. Grant funds are paid directly to the local community sport organization or secondary school and not the family or child. The community need for sport funding has constantly increased due to the many economic impacts on financially challenged families. In 2022 KidSport Richmond provided grants to 278 athletes for a total of \$118,736. As of September 30, 2023 KidSport Richmond has provided grants to 298 athletes for a total of \$133,600. This is an increase of 7% in the number of athletes receiving a grant and 13.5% value of the grants over last year.

Richmond Services Received by Your Organization

None

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$90,000.00	\$130,000.00
Total Expenses	\$120,000.00	\$155,000.00
Annual Surplus or (Deficit)	(\$30,000.00)	(\$25,000.00)
Accumulated Surplus or (Deficit)	\$131,016.00	\$149,824.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Due to restrictions caused by the COVID pandemic, KidSport Richmond was not able to host our annual fundraising Gala. This is our largest revenue source and should have resulted in a significant deficit. Fortunately KidSport Richmond received unexpected funding through Sport BC from both the Federal and Provincial Governments totaling \$65,000. Sport organizations slowly returned to full participation in 2022. Athlete grants paid out increased over the prior 2 years but are still behind pre-pandemic levels.

Current Year With no funding from either the Federal or Provincial Governments, our revenues are below our expectations resulting in an operating deficit so far in 2023.

Explanation for Accumulated Surplus or (Deficit)

The surplus is carried from year to year to cover with timing issues for cash flow or deficit like situations that we are experiencing in 2023. Grants and donations do not come in an equal amount each month and are not guaranteed annually. The accumulated surplus enables KidSport Richmond to have sufficient financial resources on hand to fund approved applications each month and not having to wait for needed grants or donations. Our goal is to have an accumulated cash surplus to cover a minimum of 12 months of operating costs to enable us to keep awarding grants should KidSport Richmond experience a significant disruption in our funding sources.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$20,000.00	Parks, Recreation & Community Events
2022	\$19,000.00	Parks, Recreation & Community Events
2021	\$19,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	GP - 350
	\$0.00

Item	Amount (\$)
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other: Provide funding for partial sport registration fees up to \$800 per child annually to children and youth from financially challenged families who reside in Richmond, to participate in community and school sports whose sport organization is affiliated to with Sport BC.	\$30,000.00
Total:	\$30,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
Hamber Foundation	\$8,000.00

Amount Your Society will Provide: \$100,000.00

Grant Recommendations

Recommended Amount: \$20,000.00

Recommendation:

A (single year) grant is recommended to assist with subsidized sport program fees for children and youth of low-income families, who may not otherwise be able to participate in Sport BC-affiliated sport programs.

Grant Conditions:

N/A



Society: London Heritage Farm Society

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Family Farm day coordinator

Grant Purpose: Community Service / Program / Event - One-time Activity

Start Date (if applicable): June 01, 2024

End Date (if applicable): August 17, 2024

Number To Be Served: 1000+

Richmond Residents: 1000+

Grant Request Summary

All offerings are geared towards having parents and children participate in. appropriate activities that contribute to there understanding and enjoyment of what might have been experienced on a farm in days past (and perhaps present). It is a community event designed to bring people together. Activities include things such as: interaction with animals; games; entertainment; seed planting and various crafts.

Richmond Services Received by Your Organization

The City provides maintenance of the site, e.g. lawn cutting. They also provide a care taker on site for maintenance of the washrooms and cleaning of rooms in the London farm house.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$36,235.00	\$25,519.00
Total Expenses	\$24,079.00	\$9,864.00
Annual Surplus or (Deficit)	(\$452.00)	\$0.00
Accumulated Surplus or (Deficit)	\$61,349.00	\$0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Deficit results in unexpected expenses

Current Year The year is not yet up so the surplus is not able to be determined. The figures for the current year reflect revenues and expenses from January 1, 2023 to June 30, 2023

Explanation for Accumulated Surplus or (Deficit)

Not able to determine yet

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$2,500.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$5,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other:	\$0.00
Total:	\$5,000.00

Amount Your Society will Provide: \$0.00

Total Proposed Budget: \$5,000.00

Grant Recommendations

Recommended Amount: \$2,500.00

Recommendation:

A (single year) grant is recommended to assist with personnel expenses to support a community event geared towards farm-focused interactive activities for families and education on historic farm life.

Grant Conditions:

N/A



Society: Richmond Cosom Floor Hockey Association

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Richmond Cosom Floor Hockey Association City Grant for Increased Operating Expenses

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 400

Richmond Residents: 350

Grant Request Summary

Due to a larger number of participants registered this year, we require more games to be held. This means our personnel salaries for referees will increase, which is mainly to pay youth members for their refereeing. Target groups: all ages, all gender, inclusive community. Community benefits: provide opportunities for youth to work, safe space to educate, learn, grow and teach the sport of floor hockey, and foster community environment.

Richmond Services Received by Your Organization

RCFHA accesses City of Richmond/School District 38 facilities (i.e. high school and elementary schools for community purposes, practices and games and community centre meeting rooms) at the community rate (approximately \$150.00).

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$43,000.25	\$56,281.20
Total Expenses	\$42,934.02	\$54,880.00
Annual Surplus or (Deficit)	\$54.98	\$1,401.20
Accumulated Surplus or (Deficit)	\$47,169.14	\$23,000.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Marginal amount of surplus left after using revenue to pay for all expenses.

Current Year Increase in participant registration has increased revenue. However, this will require more spending on equipment to keep up with the larger number of participants.

Explanation for Accumulated Surplus or (Deficit)

We hold a reserve of funding to be used in situations where we are growing our organization, resulting in expenses higher than normal. This reserve is also used for situations when our registration income is lower than our operating costs.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$3,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$1,500.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other:	\$0.00
Total:	\$5,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
The Keg Spirit Foundation	\$3,000.00
ViaSport British Columbia Society Fall 2023 Community Sport Program Development	\$3,000.00
Feel Betta Fitness and Refinish Vancouver	\$4,000.00
Amount Your Society will Provide:	\$8,000.00
Total Proposed Budget:	\$5,000.00

Grant Recommendations

Recommended Amount: \$0.00

Recommendation:

Not recommended for funding as the projected program registration fees exceed the proposed program budget, and the financial need to implement the proposed program has not been demonstrated.

Grant Conditions:

N/A



Society: Richmond Food Security Society

Grant Type: Single Year Funding Over \$5000 Grant Program

Grant Request: \$18,000.00

Proposal Title: Building a Food Secure Richmond

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 5100

Richmond Residents: 5100

Grant Request Summary

Urban Bounty is engaging in a resilient food system through education, advocacy, and community-building initiatives and is requesting core funding to continue this work. Our vision is healthy people, community, and environment, and to that end, we run five ongoing community programs, produce empowering resources, and organize hands-on workshops and engaging events. Our work develops critical social infrastructure that benefits the community through access to and participation in a sustainable, equitable, and healthy food system. Community Gardens: 820 plots (expected in 2024) at 16 sites for residents to grow organic delicious organic produce, Seed Library: providing locally-adapted heritage seeds to grow beans, peas, lettuce, and tomatoes, Fruit Gleaning: nourishing families in need by gleaning backyard fruit trees and giving the Richmond Food Bank and other community organizations fruit that otherwise would be wasted, Kids in the Garden: nurtures children to become familiar with food cultivation and learn the important connections between food, land, and the environment, Get Rooted Youth Program: moulds young leaders, training them in hands-on opportunities to take action towards building a more food-secure community, Young Colts: food literacy skills for young parents, Senior Healthy Eating: providing an opportunity to connect and creating simple meals with seniors, Honeybee and Pollinator Program: Beehives across four city sites, Workshops: Free workshops to increase urban agriculture knowledge and stewardship. Events include Spring Fling, Clean-Up Days at Community Gardens, Public Works Open House, and partnering with the City on Farm Festival. We have 4 strategic priorities for the next 3 years: 1) Grow an engaged food literate community by offering high-quality programs and events, 2) Nurture Urban Agriculture by becoming a key partner in the Garden City Lands Park, expanding community garden plots, increasing the amount of fruit we glean, and increasing the number of seeds saved, 3) Enrich our organizational foundation by developing consistent, reliable, and diverse funding streams, professionalizing our communications,

and enhancing our board and governance structure, 4) Cultivate a strong presence as a community resource agency. Working towards a robust food system is a long-term endeavor, and we aim to balance on-the-ground initiatives with long-term planning. Additionally we have identified a need for an equity based approach to our programs, through a demographic analyses we identified that seniors and young families need more access and supports.

Richmond Services Received by Your Organization

We receive office space from the City of Richmond, currently in Paulik Park at Ash and Blundell. The City kindly supports us for facility maintenance, utilities, and staple office furnishings. We provide our own phone and internet.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$450,805.00	\$446,045.22
Total Expenses	\$472,680.00	\$408,503.07
Annual Surplus or (Deficit)	(\$21,875.00)	\$37,541.29
Accumulated Surplus or (Deficit)	\$3,855.00	\$110,072.47

Explanation for Annual Surplus or (Deficit)

Last Complete Year 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. Surplus funds will also be allocated to increasing our subsidy program in community gardens to accommodate new sites, ensure a living wage for staff, legal fees associated with being a charity, and enhancing program streams. We have reached the limits of staff capacity and will require opening a new staff position. This staffing cost will require a total of \$50,000 per year.

Current Year 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 with CRA regulations. At just over halfway through the fiscal year, we are projecting revenues of close to \$446,045.22. We have been able to build our financial surplus to protect us against the unexpected. We are grateful to our outgoing Executive Director, Ian Lai and look forward to new incoming leadership. Our Board of Directors continues to encompass individuals with proven success in project management, urban land economics, administration, accounting, governance, entrepreneurship, and resource management. The current year will be focused on enhancing our organizational capacity to

ensure that a broader demographic can receive services. We have reached the limits of staff capacity and will require opening a new staff position. This staffing cost will require a total of \$50,000 per year.

Explanation for Accumulated Surplus or (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. 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. Striving to elicit long-term food systems change and support in the form of core funding would be extremely beneficial for our financial resilience and ability to meet high community demand for programs such as the Community Gardens Program (for which there is currently a waitlist of 400 Richmond residents).

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$16,000.00	Parks, Recreation & Community Events
2022	\$12,000.00	Parks, Recreation & Community Events
2021	\$13,764.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$13,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,100.00
Equipment	\$900.00
Photocopying	\$500.00
Program Materials	\$1,000.00
Local Travel	\$800.00
Other:	\$0.00

Item	Amount (\$)
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Total: \$18,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
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Vancouver Coastal Health \$49,207.00

BC Gaming \$24,500.00

TD Parks People \$2,000.00

Amount Your Society will Provide: \$75,000.00

Grant Recommendations

Recommended Amount: \$16,000.00

Recommendation:

A (single year) grant is recommended to assist with personnel and operating expenses for food system programs, events, and community initiatives, including community gardens, Seed Library, Fruit Gleaning, Kids in the Garden, Get Rooted Youth Program, Young Colts, Senior Healthy Eating, and Honeybee and Pollinator Program.

Grant Conditions:

N/A



Society: Richmond Winter Club

Grant Type: \$5,000 or Less Grant

Grant Request: \$2,000.00

Proposal Title: Try Curling program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 200 anticipated, more would be welcomed

Richmond Residents: Most or all will be Richmond residents

Grant Request Summary

The Grant is to assist in funding a weekly program offering - welcoming anyone interested in trying curling. A fun environment is provided, with on-ice fundamentals and safety introduced. The community benefits with an engaged, healthy and active citizenry. The program provides opportunity for citizens to develop relationships with others and feel a belonging to the community.

Richmond Services Received by Your Organization

The Richmond Winter Club has entered into a Service Agreement with the City of Richmond whereby the City provides the facility (including the ice plant and utilities) and the Richmond Winter Club provides curling programming and related activities through the curling (fall/winter) season.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$301,493.00	\$319,000.00
Total Expenses	\$275,455.00	\$314,000.00
Annual Surplus or (Deficit)	\$26,038.00	\$5,000.00
Accumulated Surplus or (Deficit)	\$197,773.00	\$202,773.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year A surplus was achieved with a principle contribution being two international wheelchair curling tournaments held at the facility.

Current Year A small surplus/breakeven is projected. The Club was very fortunate in the prior year to earn the interest of the world federation to hold the wheelchair tournaments at the facility. These were non-recurring events. The Club operates with minimal staffing and relies on membership fees, ice and lounge rentals, and grants to more or less cover costs.

Explanation for Accumulated Surplus or (Deficit)

The Club has a cumulative surplus equivalent to approximately 60% of annual forecast expenses. The Club operates frugally from a financial perspective with minimal staffing and is looking to grow membership to pre-COVID levels or beyond.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2021	\$7,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other: Instructors	\$2,000.00
Total:	\$2,000.00

Amount Your Society will Provide: \$3,000.00

Total Proposed Budget: **GP - 363** \$2,000.00

Grant Recommendations

Recommended Amount: \$0.00

Recommendation:

Not recommended for funding as the projected program registration fees exceed the proposed program budget, the financial need to implement the proposed program has not been demonstrated, the application relies only on City and applicant funding, and no other external funding source were sought.

Grant Conditions:

N/A



Society: Sea Island Community Association

Grant Type: Multiple Year Funding Cycle - (Year 2 of 3) \$5,000 or Less Grant

Grant Request: \$1,500.00

Proposal Title: Burkeville Daze 2023

Number To Be Served: 1000

Richmond Residents: 900

Grant Request Summary

Burkeville Daze is a Community Event that attracts families from all over Richmond. There are activities for all ages. This event provides a much needed opportunity for community socialization and education regarding City and Community services and programs.

Changes that will impact grant use

There are no changes to the Grant use. Generally the grant is for providing free activities for families. Specifically, the cost of shutting down Airport road to host a free antique car show. The City requires Traffic Management Plan that cost approximately \$1,000

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$81,973.00	\$118,912.00
Total Expenses	\$93,042.00	\$120,578.00
Annual Surplus or (Deficit)	(\$11,069.00)	(\$1,666.00)
Accumulated Surplus or (Deficit)	\$113,351.00	\$111,685.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Our Association had a deficit in 2021/2022 as a result of lower attendance in the licensed preschool. Low registration with higher costs for instructors led to a deficit. The licensed preschool is the largest revenue source for Sea Island Community Association.

Current Year As of July 31 2023. Fiscal year end in August 31 2023. Our Association had a deficit in 2022/2023 again as a result of lower attendance in the licensed preschool. Low registration with higher costs for instructors led to a deficit. The licensed preschool is the largest revenue source for Sea Island Community Association.

Explanation for Accumulated Surplus or (Deficit)

In over forty years of providing programs, the Sea Island Community Association has retained a surplus of just over \$100,000, We are glad to have this bit of insurance to cover our expenses in the event of further Public Health Orders or a different setback for recreation.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$1,000.00	Parks, Recreation & Community Events

Grant Recommendations

Recommended Amount: \$1,000.00

Recommendation:

A (Year 2 of 3) grant is recommended to assist with supplies for the annual Burkeville Daze community event at Burkeville Park.

Grant Conditions:

N/A



Society: Steveston Community Society - Richmond Summer Project

Grant Type: Multiple Year Funding Cycle - (Year 1 of 3) Over \$5000 Grant Program

Grant Request: \$49,395.00

Proposal Title: Steveston Community Society - Richmond Summer Project

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 5500

Richmond Residents: 5500

Grant Request Summary

Funds contributed by the City of Richmond Grant will be used for the centralized administration of City Wide summer day camp programs, primarily for preschool and children. More specifically, funds are used to hire a summer administrator to coordinate the hiring process, City wide training opportunities, staff/volunteer appreciation and coordinate payroll. Additionally, funds will be used to provide staff to support children with special needs, that are not identified before the program starts. This is a barrier to many associations that do not have the staff or funds to support unexpected challenging behaviors. On top of providing support for children with special needs, funds will be used to implement free programs for children and families in parks around the City, providing opportunities for families facing financial barriers an opportunity to engage in positive recreational activities. There are 13 associations/societies based out of community centres, heritage sites, arenas, cultural centres and the nature park that will benefit from this grant. Steveston Community Society is submitting the grant application for Summer 2024-2026 on behalf of Richmond Summer Projects. The programs and services that this grant supports include 150 staff and 200 volunteers, many of which are youth. Benefits include over 5000 opportunities for children to participate in programs, many of which are for families that require child care during the summer. Also employment of over 100 youth staff and recruitment of over 100 volunteers. These staff and volunteers learn valuable transferable skills that will benefit them in school and future employment. Many City of Richmond staff once volunteered or worked for Richmond Summer programs.

Richmond Services Received by Your Organization

Use of City of Richmond buildings and service including parks. City staff are involved in the planning and implementation of the programs.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$272,497.00	\$162,012.00
Total Expenses	\$268,192.00	\$173,447.00
Annual Surplus or (Deficit)	\$4,304.00	(\$11,435.00)
Accumulated Surplus or (Deficit)	\$28,881.00	\$17,446.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Last year completed was 2022. The annual surplus was \$4,304. Surplus usually comes from efficient use of staff time and supplies for training and appreciation. Richmond Summer Project carries some money over for start-up costs as the Summer Administrator job starts prior to funding being received for the following year. Funds are always being used as designated but may be applied after the fiscal year.

Current Year Numbers shown are as of October 5, 2023. This year we had a deficit of (\$11,435). This Current year the Canada Summer Jobs grant was declined for the City Centre riding and reduced for the Steveston riding. This was a \$120,000 difference from previous year and what we were expecting. As a result all associations received less funding for staff, the Steveston riding associations/societies contributed to City Centre riding associations/societies and we used previous year surplus to ensure all associations received at least one position. Associations with greater need were provided funding for two staff. In addition to reduced federal funding was the impact of new Job Evaluation wages for summer staff. Wages continue to increase. this year's increase was 3%. Summer 2024 is an increase of 7-10 percent depending on which positions are hired.

Explanation for Accumulated Surplus or (Deficit)

Richmond Summer Project carries some money over for start-up costs as the Summer Administrator job starts prior to funding being received. We also need money to cover the June/July payroll periods for those that are on the Summer Grant as we do not receive HRDC funding until later in the year. The accumulated surplus from previous years was negatively impacted because the City Centre riding was declined the Canada Summer Jobs grant. Accumulated funds were used to support the hiring of additional staff and provide equitable services across the City.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$37,017.00	Parks, Recreation & Community Events
2022	\$31,000.00	Parks, Recreation & Community Events

Year	Amount	Grant Program
2021	\$24,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$40,000.00
Consultant Services	\$4,000.00
Volunteer Support (e.g. expenses, recognition)	\$2,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other: Staff Training and city wide kickoff	\$2,000.00
Total:	\$48,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
HRDC Canada Summer Jobs - City Centre	\$85,000.00
HRDC Canada Summer Jobs - Steveston/Richmond East	\$85,000.00

Amount Your Society will Provide: **\$60,000.00**

Grant Recommendations

Recommended Amount: \$37,017.00

Recommendation:

A (Year 1 of 3) grant is recommended to assist with personnel expenses, volunteer support and training for the coordination of the Richmond Summer Project, which helps numerous community associations and partners provide equitable summer day camp programs and services to residents, including the provision of additional staff support for children with special needs.

Grant Conditions:

N/A



Society: The Richmond Sports Council

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Active Recreation & Sport Fund application

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable): September 01, 2023

End Date (if applicable):

Number To Be Served: 10+

Richmond Residents: all

Grant Request Summary

The Richmond Sports Council with the generous support of City of Richmond created and launched the RSC Active Recreation & Sport Fund in September 2023. Our goal is to help young Richmond residents (up to age 18) to participate in Richmond's active recreation and sports programs where financial barriers impact inclusion. This is funding aims to cover program costs (up to \$500/participant/year) that are not eligible for other existing streams of funding. Criteria for the fund was created through examination of existing funding programs and identifying gaps. Our goal is to fill these gaps. Potential beneficiaries of the Fund are families who's children/youth participate in activities without a Provincial Sport Organisation and programs outside the City of Richmond. This includes but is not limited to: cheer, some martial arts, bike riding, swimming lessons, water sports and dance. Options exist for families to apply who have recently arrived in Canada and have not completed a 2022 Income Tax Return which broadens the potential for inclusion of newly arrived residents of Richmond. Eligible programs include: * Organized activities in Richmond, with an instructor or coach, running on a set schedule, at least weekly. * Camps and active recreation programs in Richmond, like dance, martial arts, cheer and sports.

Richmond Services Received by Your Organization

RSC Active Recreation & Sport Fund received one-time funding of \$5000 from City of Richmond to establish this fund. Administration of the Fund is similar to how KidSport administers their applications and funding. Applicants wishing to receive funds submit an application form, their registration confirmation, and either their Notice of Assessment for the most recent year or they provide a letter of endorsement from an objective 3rd party who knows the family. If the sport organization they have registered with is eligible for funding (not eligible for KidSport Funding), registration has been confirmed, and either the endorser letter or notice of assessment is within the eligible range they would

be approved for funding. Funding would either be for the full cost of registration (no equipment costs covered) or up to a max of \$500.00. Any and all applications are reviewed by a committee of volunteers and City Staff to verify eligibility. Committee members will follow up with each applicant as well as the sport organization to verify that they are eligible to be part of this funding opportunity. Communication to families will be completed via email and if approved, a letter will be sent to both the family and the organization on how to use the funds. Any and all funds received will be used to provide funding for our applicants. We will help as many individual applicants as we are able to with the funds we receive. We could alter the amount of the maximum funding grant from \$500 to a lesser amount. This would take a discussion with our Board about helping more individuals with smaller amounts or more significant help with the max of \$500 each.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$1.00	\$5,000.00
Total Expenses	\$1.00	\$5,000.00
Annual Surplus or (Deficit)	\$1.00	\$1.00
Accumulated Surplus or (Deficit)	\$1.00	\$1.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Richmond Sports Council's only revenue is the membership funds and our only expenses in 2022 relate to our website hosting, bank fees, and annual report filing with Province of BC. RSC Active Recreation & Sport Fund did not exist in 2022 so the Financial Information is listed above as \$1 as there is no option to leave it at zero.

Current Year Richmond Sports Council's only revenue is the membership funds and our only expenses in 2023 to date relate to our website hosting, bank fees, and paying the cost of 2 members to attend Board Governance course offered by Richmond Chamber of Commerce. I am the new Treasurer and do not yet have access to the Council's bank account.

Explanation for Accumulated Surplus or (Deficit)

Richmond Sports Council holds approx \$2000 in membership fees collected over the last decade. RSC Active Recreation & Sport Fund holds \$5000 balance at the time of the launch of the fund in September 2023. These funds are projected to be disbursed in grants to cover fees for active recreation & sport activities for children and youth in Richmond. Funds are budgeted to be exhausted by January 2024.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$1.00
Consultant Services	\$1.00
Volunteer Support (e.g. expenses, recognition)	\$1.00
Office Rent or Mortgage	\$1.00
Utilities and Telephone	\$1.00
Supplies	\$25.00
Equipment	\$1.00
Photocopying	\$1.00
Program Materials	\$1.00
Local Travel	\$1.00
Other:	\$1.00
None of the \$1 costs will be budgeted. The boxes required a number to continue to the next page.	
Total:	\$35.00

Amount Your Society will Provide:	\$1.00
Total Proposed Budget:	\$35.00

Grant Recommendations

Recommended Amount: \$5,000.00

Recommendation:

A (single year) grant is recommended to assist with subsidized sport program fees to help children and youth of low-income families participate in active recreation and sports programs that may not have a provincial governing body or are located outside Richmond.

Grant Conditions:

N/A



Society: The Sharing Farm Society

Grant Type: Multiple Year Funding Cycle - (Year 1 of 3) Over \$5000 Grant Program

Grant Request: \$50,000.00

Proposal Title: The Sharing Farm Operating Assistance

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 8620

Richmond Residents: 7500

Grant Request Summary

This City of Richmond grant is crucial to our ability to retain, hire and sufficiently compensate skilled staff to do the important work of the Sharing Farm. We have for years under-invested in our human resources, and subsequently have been facing issues of burnout, understaffing, and high staff turnover. The Sharing Farm has recently committed to providing living wages to its employees; this is essential morally as well as practically, for the organization's long term health, sustainability and resilience relies fundamentally on the quality and dedication of our staff. This COR grant will enable us to invest in and increase our staff, so that we can successfully continue our essential community work, as outlined below. TSF meaningfully impacts our community through the following: growing food to feed Richmond families and individuals facing food insecurity; practicing and demonstrating small-scale sustainable agriculture; and being a thriving community hub where people can gather for community events, volunteer to support our mission and connect with others, and learn about food security, sustainable agriculture and the surrounding ecosystem. The Sharing Farm is dedicated to providing fresh, healthy, local and sustainably-grown produce to folks in our community, those facing food insecurity as well as those committed to food security through the support of local, sustainable agriculture. The Sharing Farm has successfully put fresh vegetables on people's plates since 2002, donating our fresh produce to the Richmond Food Bank, Community Meal programs and other organizations distributing food to those facing food insecurity. The pandemic and climate change have proven how food security is truly vital, and a key component of food security is access to fresh produce. We will continue our donations to the Food Bank, the Musqueam Nation (a partnership begun this year) and community meal programs, as well as direct donations to refugee, newcomer, and low-income families. We will continue to sell produce to 90 families through our Harvest Basket program, as well as to an additional 600 customers (estimated) who will purchase our produce at our Farm Stand and at Kwantlen St Market.

Our target groups include all demographics in Richmond. Between the recipients of our produce, our volunteers and our program attendees, we attract people from a wide variety of cultural and economic backgrounds, and from across generations.

Richmond Services Received by Your Organization

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

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$408,138.00	\$383,525.00
Total Expenses	\$385,594.00	\$366,744.00
Annual Surplus or (Deficit)	\$22,543.00	\$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.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$29,500.00	Parks, Recreation & Community Events
2022	\$21,000.00	Parks, Recreation & Community Events
2021	\$22,000.00	Parks, Recreation & Community Events

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$50,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other:	\$0.00
Total:	\$50,000.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
Service Canada: New Horizons for Seniors	\$25,000.00
Service Canada: Canada Summer Jobs	\$90,000.00
Community Gaming Grant	\$33,000.00

Amount Your Society will Provide: \$119,000.00

Grant Recommendations

Recommended Amount: \$29,500.00

Recommendation:

A (Year 1 of 3) grant is recommended to assist with personnel expenses to promote and educate on food security and small-scale sustainable agriculture, and to grow fresh, organic produce for Richmond residents facing food insecurity through the Richmond Food Bank, Community Meals programs, the Musqueam Nation, and other charitable organizations.

Grant Conditions:

N/A

Society: Voices of Muslim Women Foundation

Grant Type: \$5,000 or Less Grant

Grant Request: \$5,000.00

Proposal Title: Athletic Leadership for Young Girls

Grant Purpose: Community Service / Program / Event - One-time Activity

Start Date (if applicable): August 25, 2024

End Date (if applicable): August 25, 2024

Number To Be Served: 200

Richmond Residents: 100

Grant Request Summary

Voices of Muslim Women requests City of Richmond's support in hosting a program to promote Sports and Athletic leadership in young women. The program will facilitate leadership skills, representation, and confidence in youth who wish to be a leaders on and off the field, ice, or court . The objective for this program is to showcase the importance of representation in all industries. Women are an underrepresented minority in sports and often limited to gender-bias within those industries. Recent development in women sports including soccer have given role models to young girls around the world. However, the message is not widely spread. VMW will invite Community leaders, industry professionals, and people who know the true meaning of sportsmanship will to speak and offer workshops and advice to young girls. This workshop will increase the quality of life of Richmond residents through community programs that offer confidence building, professional development and educational workshops. The event will cater people of all faiths and backgrounds including Muslim women. There is a large diaspora of Muslims in Richmond. The Richmond mosque is the first mosque in British Columbia. It is revered as a place of worship and has catered to Muslims within Richmond as well as across the lower mainland. Proposed activities include: - Hands on training on leadership in sports and power of representation and diversity on and off the fields - skills development and team building through soccer activities in a Richmond soccer field - players mingle post event to enjoy food and discussions about sports and personal development Target groups are: FEMALE YOUTH PERSONS OF COLOUR MUSLIM Community Benefits: Inclusion - VMW's and Richmond United FC's reach is across various cultural groups in Richmond and Lower Mainland. The program promotes inclusion of all cultural groups as well as girls at any level of skills in any sports Neighborhood Connectedness - The program will bring together girls within Richmond and across lower mainland Social Equity - Having a free program in a transit-friendly location will make it accessible for every girl,

regardless of their economic status. Wellness - Participation in sports is known to positively effect both physical wellness through exercise as well as mental wellness through social connection.

Richmond Services Received by Your Organization

For 2022, the organization received \$3000 grant. No other services are received by VMW from City of Richmond.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$62,588.00	\$32,400.00
Total Expenses	\$65,898.00	\$32,076.00
Annual Surplus or (Deficit)	(\$3,312.00)	\$324.00
Accumulated Surplus or (Deficit)	\$6,009.00	\$6,333.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The last complete year is Aug 11- December 31st Financial information above includes prior year of January 1, 2022 to August 10th, 2022 as a non-profit and August 11th-December 31st as a charity. Due to the change in charity status, there were events and programs that were delayed to 2023 and a contributing factor to the annual deficit for 2022. Financial Statements have been attached for reference.

Current Year The current year covers January 1-December 31st 2023. As the financial period has not closed, there are no financial statements available. The amounts are based on the budget approved by the board. File attached.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus is based on lack of spending due to virtual events, cancelation of travel plans to support the expansion of VMW and assumptions on events that did not come true such as no fundraising or awards gala etc.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	\$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$0.00

Item	Amount (\$)
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,500.00
Equipment	\$0.00
Photocopying	\$200.00
Program Materials	\$2,500.00
Local Travel	\$0.00
Other:	\$0.00
Total:	\$4,700.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
Coho Commissary	\$1,000.00

Amount Your Society will Provide: \$0.00

Total Proposed Budget: \$4,700.00

Grant Recommendations

Recommended Amount: \$1,000.00

Recommendation:

A (single year) grant is recommended to assist with volunteer support, supplies, and program materials to host free sports and athletic leadership programs and workshops for young women, to provide leadership training and skill development, and advocate for diverse representation in sport.

Grant Conditions:

Grant funds must be used towards local programs as the funding of grants or scholarships to other groups or individuals is not eligible under s. 4(v) of the City's 2024 Grant Program Guidelines. The applicant is encouraged to get involved with GO Day, a free, local event that encourages girls in Grades 7, 8 and 9 to participate in a variety of active programs.



Society: WS Immigrant and Multicultural Services Society (WSIMS)

Grant Type: Single Year Funding Over \$5000 Grant Program

Grant Request: \$40,000.00

Proposal Title: 10th Greater Van Asian Heritage Month & Mother-Father's Day Celebration at River Rock May 12 or 10th Canada Intercultural Creative Festival & 19th Giving Heart Community Feast at City Hall Plaza Oct 6, 2024

Grant Purpose: Community Service / Program / Event - One-time Activity

Start Date (if applicable): May 12, 2024

End Date (if applicable): May 12, 2024

Number To Be Served: 700

Richmond Residents: 600

Grant Request Summary

1. Proposed activities: By celebrating Asian Heritage Month and Mother-Father's Day, or Culture Days, it attracts industry leaders, scholars, politicians, fathers, mothers, and people who care about parents to have equal dialogues, resource docking, expand their respective public quadrants, cross the age gap, and appreciate each other, seek resources such as collaborators, business partners or employers on the path of career development, etc. 1) On-site sponsors and industry celebrities can set up booths or roll-up banners to display and promote the company; 2) Issue the "Community Contribution Award" to commend entrepreneurs, community leaders, outstanding individuals, etc. who have made special contributions to the community; 3) Present the "Excellent Father Award" to commend outstanding fathers; 4) Present the "Excellent Mother Award" to commend outstanding mothers; 5) Publish a Chinese and English book for this event in place of the event journal; 6) May select an organization to donate respectively. The amount is to be determined; 7) Enjoy a nice dinner with 450 people; 8) Enjoy the culture performances

Richmond Services Received by Your Organization

None, yet

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	\$12,697.23	\$40,000.00
Total Expenses	\$12,611.89	\$40,000.00
Annual Surplus or (Deficit)	(\$85.34)	\$0.00
Accumulated Surplus or (Deficit)	(\$85.34)	\$0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Total revenue and total expenses are almost the same. -\$85.34. We didn't have our normal monthly events in 2022 because of the ongoing CVOID-19 pandemic.

Current Year Total revenue and total expenses are almost the same

Explanation for Accumulated Surplus or (Deficit)

Total revenue and total expenses are almost the same

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount (\$)
Personnel (Salaries and Benefits)	\$1,000.00
Consultant Services	\$1,000.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$800.00
Equipment	\$700.00
Photocopying	\$200.00
Program Materials	GP - 381 \$10,000.00

Item	Amount (\$)
Local Travel	\$300.00
Other: draft budget for show and dinner at River Rock 41,727.77	\$41,727.00
Total:	\$56,727.00

Financial Assistance From Other Sources (if applicable)

Item	Amount
Government of BC	\$5,000.00
Government of BC	\$7,000.00
Federal Art Grant	\$5,000.00

Amount Your Society will Provide: \$6,727.77

Grant Recommendations

Recommended Amount: \$0.00

Recommendation:

Not recommended for funding due to a vague application, which made it difficult to assess the purpose, uniqueness and quality of the proposed events, the demonstrated community benefit, and the organization's capacity to deliver the events.

Grant Conditions:

N/A

2024 Parks, Recreation and Community Events Grants – Application Scoring Criteria

Scoring		
	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Eligibility		
1	The applicant is a non-profit society and its Board of Directors approved the grant application.	
2	The applicant is requesting a grant for: <ul style="list-style-type: none"> operating assistance; a community service program or project for Richmond residents; or a neighbourhood or community-based event for Richmond residents. 	
3	The applicant has not received another grant from the City this year for the proposed project or service.	
4	If the applicant received a grant last year, it: <ul style="list-style-type: none"> submitted a grant use report; and used the full grant amount for the stated purpose or returned the remaining funds to the City. 	
5	If the applicant applied for multi-year grant, the current application is for the same purpose as previous years.	

Scoring										
	<input type="checkbox"/> 0 No Answer	1 Strongly Disagree	2 Somewhat Disagree	3 Somewhat Disagree	4 Neutral	5 Neutral	6 Somewhat Agree	7 Somewhat Agree	8 Strongly Agree	9 Strongly Agree
Applicant										
6	The applicant has a reputation for: <ul style="list-style-type: none"> high quality; credible; efficient; effective; and stable; operations and programs (e.g. accreditation, licenses).									
7	The applicant demonstrates efficiency and effectiveness.									
8	The applicant has sufficient organizational capacity to deliver the proposed project or service.									
9	The applicant is self-sufficient and does not rely largely on City funding, assistance, programs or services for its operations.									

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
Impact on Community and Engagement									
10	The grant will be used to improve quality of life for Richmond residents, build community or improve the applicant's organizational capacity.								
11	The proposed project or service: <ul style="list-style-type: none"> is inclusive; and will reach a large number of Richmond residents or a vulnerable population. 								
12	Primarily Richmond residents will be served.								
13	There is a demonstrated community need for the proposed project or service.								
14	The proposed project or service is unique (a similar project or service is not currently offered).								
15	The proposed project or service will engage a large number of volunteers.								
16	Partnerships and/or collaborative relationships with other organizations have been established.								
Financials									
17	The applicant submitted: <ul style="list-style-type: none"> financial statements; an operating budget for the current fiscal year; and a budget for the proposed project or service. 								
18	The applicant has sought funding from sources other than the City for the proposed project or service.								
19	The applicant requires financial assistance to implement the proposed project or service.								
20	The applicant is working towards not being dependent on City funding or assistance for the project or service.								
21	The budget is reasonable and realistic for the proposed project or service.								
22	The applicant applied the "user pay" principle where appropriate.								

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
Quality of Application									
23	The application is complete and provides detailed explanations.								
24	Information is presented in a clear, coherent and convincing manner.								

City of Richmond

2024 Grant Program Guidelines

For

Health, Social & Safety

and

Parks, Recreation & Community Events

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1. Overview

(i) City Grant Policy

- City Grant Programs are governed by the City Grant Policy (attached).
- These Guidelines pertain to the following City Grant Programs:
 - Health, Social & Safety
 - Parks, Recreation & Community Events
- Separate programs exist for Arts and Culture and Child Care grants. Please see the City website (www.richmond.ca/citygrants) for information about these programs.

(ii) Purpose

The purpose of these City Grant Programs is to help achieve the City's Corporate Vision, "To be the most appealing, livable and well-managed community in Canada".

(iii) Principles

- Support the City's Corporate Vision
- Support non-profit organizations
- Benefit Richmond residents
- Maximize program benefits
- Promote volunteerism
- Build partnerships
- Increase community capacity
- Cost sharing and cost effectiveness
- Enhance but not sustain programs and services
- Promote user-pay when applicable
- Innovation.

(iv) Goal

The goal of these Programs is to increase community capacity to benefit Richmond residents by assisting non-profit community organizations to deliver programs and services.

(v) Objectives

- To assist Council to facilitate the Council Strategic Plan
- To improve the quality of life of Richmond residents through a wide range of beneficial community programs
- To assist primarily Richmond-based community groups to provide beneficial programs to residents
- To build community and organizational capacity to deliver programs
- To promote partnerships and financial cost sharing among the City, other funders and organizations.

2. Program Funding

(i) Base Program Funding

- Base funding will be reviewed intermittently, as determined by Council.
- The amount allocated to the Programs will be based on overall City corporate priorities.

(ii) Annual Cost of Living Increase

- To maintain the effectiveness of base funding in light of general rising costs (e.g., the cost of living), an annual cost of living factor will be automatically added to the base funding of both programs
- The cost of living increase will be based on the Vancouver CPI annual average change as determined by BC Statistics for the previous year
- Finance Division of the City of Richmond will determine the amount annually and add it to the base funding.

(iii) Unused Program Funds

At the end of each year, unallocated Grant Program dollars are deposited to the City's Grant Provision Account.

3. Definitions

To clarify terms for applicants, reviewers and Council, the following are defined:

Partnership: A relationship between organizations that have a joint interest and which is characterized by mutual cooperation and responsibility, often for the achievement of a specified goal. This may be a formal relationship defined by written agreement outlining the contributions and expectations of each partner, or an informal relationship dependent on the goodwill of the partners involved with a particular project, issue or initiative.

Duplication: Two or more agencies offering the same service and/or program for the same target population during the same hours. Duplication may be desirable when a single agency does not have the capacity to meet the demand for service.

School (public and private) based programs: "School (public and private) based programs" are those funded, offered or initiated through regular fiscal, operational, curricular, extra-curricular and social activities of a school or a school district.

Community based programs in schools: "Community-based programs" offered in public and private schools or on school grounds are those that do not meet the definition of "school-based" and primarily benefit the larger community, rather than the school itself, the school district, or its students.

Organizations seeking funding for community-based programs in schools or on school grounds must provide a statement from the School Principal or the School District that the proposed use is approved of and will be accommodated, should funding be received.

4. Eligibility

(i) Who is Eligible

- Only registered non-profit societies (society incorporation number must be provided)
- The Society's Board of Directors must approve of the application being submitted.

(ii) Who Cannot Apply

- For-profit organizations
- Individuals
- Public and private schools including post-secondary educational institutions, or societies seeking funding for school-based programs (see Definitions, p. 4)
- Organizations that primarily fund other organizations (e.g., grants) or individuals (e.g., scholarships).
- Other, as determined by Council.

(iii) Purposes Eligible for Funding

Grants may be used for the following purposes:

1. **Operating Assistance**
Regular operating expenses or core budgets of established organizations, including supplies and equipment, heat, light, telephone, photocopying, rent, and administrative salaries
2. **Community Service**
Specific programs or projects to deliver services to Richmond residents
3. **Community Event**
Neighbourhood or community-based events to enhance quality of life for Richmond residents

(iv) Items Eligible For Funding

Items eligible for funding are those required to directly deliver the project, including regular operating expenses or program/project specific expenses, including:

- Professional and administrative salaries and benefits
- Consultant services to deliver the project
- Office rent
- Supplies
- Equipment
- Rentals (e.g., vehicles, equipment, and maintenance)
- Heat
- Light
- Telephone
- Photocopying
- Materials.

(v) Items Not Eligible For Funding

The following items will not be funded:

- Debt retirement
- Land and land improvements
- Building construction and repairs
- Retroactive funding
- Operating deficits
- Proposals which primarily fund or award other groups or individuals
- Political activities including:
 - Promoting or serving a political party or organization
 - Lobbying of a political party, or for a political cause
- Activities that are restricted to or primarily serve the membership of the organization, unless membership is open to a wide sector of the community (e.g., women, seniors) and is available free-of-charge or for a nominal fee that may be reduced or exempted in case of need
- Expenses that are the responsibility of other government programs or entities
- Fund-raising campaigns, form letter requests or telephone campaigns
- Expenses related to attendance at seminars, workshops, symposiums or conferences
- Public and private school-based programs (see Definitions, p. 4)
- Child care purposes (the City has a separate Child Care Grant Program, see www.richmond.ca/citygrants)
- Travel costs outside the Lower Mainland
- Other.

(vi) Grant Limitations

- Due to limited funds, applicants may receive only one grant per year
- Grant allocations are partially dependent on the annual budget
- Not all applicants meeting the Program requirements will necessarily receive a grant
- Based on the number of applications, groups may not receive the full grant that they request, but only a portion of it
- Grants are not to be regarded as an entitlement
- Approval of a grant in any one year is not to be regarded as an automatic ongoing source of annual funding.

5. Application Assessment Criteria

(i) Key Assessment Criteria

To be considered eligible, all proposals must demonstrate that:

- Primarily Richmond residents will be served
- Funding from sources other than the City and the applicant have been sought
- Partnerships and/or collaborative relationships with other organizations to strengthen the proposal have been established.

(ii) Assessment Considerations

In reviewing grant applications and preparing recommendations, the following factors are considered:

- Quality and credibility of the organization and program (e.g., accreditation, licenses), including demonstrated organizational efficiency, effectiveness and stability
- Sufficient organizational capacity to deliver the proposed service
- Demonstrated community need for the proposed service
- Financial need to implement the proposal
- The number of Richmond residents to be served
- Benefits to individuals, families, organizations and the community at large
- The role and number of volunteers
- Uniqueness of service
- More than one external funding source sought
- Partnership roles, and collaborative relationships and community interaction
- Value of other City programs, services and financial assistance provided
- Evaluation results
- Completeness of application - all documents provided and all questions answered
- Quality of application - thorough, clear and convincing presentation of information and rationale
- Other.

(iii) Less Favourably Considered Applications

Less favoured applications are those which:

- Rely only on City and applicant funding
- Risk the applicant becoming dependant on City grants
- Demonstrate insufficient partnering or collaboration
- Unnecessarily duplicate existing services
- Are incomplete, unclear or unconvincing
- Other.

(iv) Financial Statements

Applicants must submit:

- Audited Financial Statements, including a Balance Sheet, for the most recent completed fiscal year, including the auditors' report signed by the external auditors OR one of the following alternatives:
 - If audited financial statements are not available, submit the financial statements reviewed by the external auditors for the most recent completed fiscal year along with the review engagement report signed by the external auditors.
 - If neither audited nor reviewed financial statements are available, submit the compiled financial statements for the most recent completed fiscal year along with a compilation report signed by the external auditors.
 - If none of the above are available, financial statements for the most recent completed fiscal year endorsed by two signing officers of the Board of Directors.
- Current fiscal year operating budget
- Grant proposal budget.

(v) User Pay Principle

Applicants are encouraged to consider applying the "user pay" principle, where appropriate (e.g., users of the proposed service, program, or project pay some of the cost).

(vi) Multi-Year Funding Criteria

- Applicants receiving City Grants for a minimum of the five most recent consecutive years for the same purpose are eligible to apply for a maximum three-year funding cycle for ongoing operations, services or events.
- Multi-year requests must be for the same purpose for each of the three years.
- The full application form must be completed to request year one of a multi-year cycle; once approved, the short application form must be completed in years two and three, with required documentation attached. If circumstances change that impact the cycle, complete information must be provided.
- Council reviews the status of multi-year cycles on an annual basis and a Council resolution is required to fund each year of the cycle. Approval to enter a cycle does not guarantee that subsequent years will be funded.

6. The Grant Review Process

(i) The Grant Review Process

There is one intake period per year. Please see the City website for dates (www.richmond.ca/citygrants). The following Grant Review stages will be followed (see sections below for further information):

1. Applications submitted by deadline
2. Staff review applications
3. Staff prepare recommendations
4. Council reviews recommendations and make final decisions
5. Grants distributed
6. Recipients report on grant use.

(ii) Program Guidelines and Web-based Application

Program Guidelines and access to the web-based application system will be posted on the City website (www.richmond.ca/citygrants).

- These Guidelines apply to the Health, Social & Safety and Parks, Recreation & Community Events Grant Programs
- A simplified application is available for minor requests (\$5,000 or less), or year 2 or 3 of a multi-year funding cycle (see Multi-Year Funding Criteria, p. 6)
- A longer application is required of applicants requesting over \$5,000, or wishing to be recommended for a three-year funding cycle.

(iii) Application Deadline

The deadline for submitting City grant applications will be determined annually. Please see the City website (www.richmond.ca/citygrants) for dates.

(iv) Late Applications

Applications that miss the deadline will not be accepted, processed or funded from Grant Program budgets for that application year.

(v) Staff Review

Following the deadline, staff review applications and prepare recommendations for Council's consideration.

- Application reviews are led by staff in the respective divisions:
 - Health, Social & Safety (Community Social Development)
 - Parks, Recreation & Community Events (Parks and Recreation)
- Staff may contact applicants to request further information, documentation and otherwise clarify the proposals, or applications may be assessed without making such requests. Incomplete or unclear applications will be less favourably assessed.
- As possible recommendations to Council are confidential while under review, no information will be provided to applicants or the public until the staff report is posted on the City website at 5:00 p.m. on the Friday prior to the General Purposes Committee meeting. Please contact staff to confirm the date.

(vi) General Purposes Committee Review

- Once the application review process is complete, staff recommendations are presented to the General Purposes Committee of Council for consideration. Please contact staff to confirm the date.
- Applicants are welcome to attend the General Purposes Committee meeting to hear the discussion (please contact staff to confirm the date). The Chair has the discretion of asking if delegations from the floor would like to speak. Should this occur, those attending will have the opportunity to make a brief (maximum 5 minutes) presentation.
- Recommendations are then either forwarded to the next City Council Meeting, or referred back to staff for further information, in which case the recommendations would be considered at a future General Purposes Committee meeting before being forwarded to Council.

7. Awarding of Grants

(i) Council Decision

- City Council reviews recommendations forwarded by the General Purposes Committee and makes final decisions.
- At the City Council Meeting, attendees will have the opportunity to make a brief presentation (maximum 5 minutes) at the beginning of the meeting.
- Generally, City Council will decide on grant allocations in the first quarter of the year. Please contact staff to confirm the date.

(ii) Grant Disbursement

- Grants are distributed with a cover letter indicating the amount and purpose of the Grant, a brief explanation of the grant award or denial if applicable, and to contact staff if further information is required.

(iii) Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide evaluation results either at year-end or, if applying again, include it with the new application.
- Mid-year progress and financial reports may be requested from those seeking annual grants.
- 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.

(iv) Recuperation of Grant

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

(v) No Appeal

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

8. Further Information

For further information regarding the Health, Social & Safety and the Parks, Recreation & Community Events Grant Programs, please see the City website at www.richmond.ca/citygrants or contact the Community Services Department at 604-276-4000.



Adopted by Council: July 25, 2011
Amended by Council: July 9, 2012
Amended by Council: April 11, 2022

POLICY 3712:

Please note that there is a separate Sport Hosting Incentive Grant Policy (3710) and Child Care Development Policy, including Child Care Grants (4017).

It is Council Policy that:

1. The following City Grant Programs be established, to be designed, administered and reported by the respective departments:
 - Health, Social and Safety (Community Social Services)
 - Arts and Culture (Arts, Culture and Heritage)
 - Parks, Recreation and Community Events (Parks and Recreation)
 - Community Environmental Enhancement Grants Program (Parks and Recreation).
2. Casino funding may be used to create four separate line items for these City Grant Programs in the annual City operating budget.
3. Each of the-four City Grant Programs may receive an annual Cost of Living increase.
4. A City Grant Steering Committee consisting of a representative of Community Social Services, Arts and Culture, Parks and Recreation, and Environment will meet at key points in the grant cycle to ensure a City-wide perspective.
5. Applications will be assessed based on program-specific criteria that reflect the City's Corporate Vision, Council Term Goals and adopted Strategies. Information regarding assessment criteria and the review process will be provided in Program Guidelines.
6. City Grant Programs will consist of three streams of grant requests:
 - (i) \$5,000 or less;
 - (ii) over \$5,000, whereby application requirements may be streamlined for requests of \$5,000 or less; and
 - (iii) no more than \$500 for individuals applying for the Environmental Enhancement Grant.
7. Only registered non-profit societies governed by a volunteer Board of Directors requesting funding to serve primarily Richmond residents, are eligible, except for individuals accessing the Environmental Enhancement Grant.
8. Applicants may receive only one grant per year unless applying for Environmental Enhancement Grant funding for projects not utilizing other City Grant funding.
9. Community Partner documents submitted to fulfill annual funding agreements with the City will be considered as part of grant application requirements.



Adopted by Council: July 25, 2011
Amended by Council: July 9, 2012
Amended by Council: April 11, 2022

10. Due to the high number of applications for limited funding, and as applicants may apply the following year, no late applications are accepted and there is no appeal process to Council's decision.