



To: General Purposes Committee
From: Cathryn Volkering Carlile
General Manager, Community Services
Re: 2013 Health, Social and Safety Grants

Date: January 4, 2013

File:




Staff Recommendation

That, as per the report from the General Manager of Community Services, dated January 4, 2013:

1. Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$546,054.
2. The following applicants be recommended for the **first** year of a three-year funding cycle, based on Council approval of each year of funding:
 - Chinese Mental Wellness Association of Canada
 - Heart of Richmond AIDS Society
 - Richmond Mental Health Consumer & Friends Society
 - Richmond Society for Community Living
 - Richmond Women's Resource Centre Association
3. The following applicants be recommended for the **second** year of a three-year funding cycle, based on Council approval of each year of funding:
 - Big Sisters of the Lower Mainland
 - Canadian Mental Health Association – Richmond Branch
 - CHIMO Crisis Services
 - Family Services of Greater Vancouver
 - Richmond Addiction Services
 - Richmond Family Place
 - Richmond Multicultural Community Services
 - Richmond Youth Service Agency
 - Volunteer Richmond Information Services Society

Cathryn Volkering Carlile
General Manager, Community Services

Att. 4

REPORT CONCURRENCE			
ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Budgets		<input checked="" type="checkbox"/>	
REVIEWED BY SMT SUBCOMMITTEE		INITIALS: 	REVIEWED BY CAO INITIALS: 

Staff Report

Origin

City Council has the authority to provide financial assistance to community organizations under the Local Government Act.

The City Grant Policy and Programs support the following 2011 – 2014 Council Term Goal Statement with respect to Community Social Services:

To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.

This report provides information and recommendations pertaining to the 2013 Health, Social and Safety Grant Program.

Findings of Fact

1. 2013 Health, Social and Safety Grant Budget

The 2013 Health, Social and Safety (HSS) Grant Budget is \$547,453, including a 2% Cost of Living increase over last year's budget, as per the City Grant Policy.

2. Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond Review and on the City website in August and September, 2012 advising the community that applications would be accepted until October 12th, 2012 for the 2012 City Grant Programs. HSS Program Guidelines and the Application Form (**Attachment 3**) were posted on the City website, available at the Information Counter and circulated electronically to the RCSAC, as well as by request.

In the HSS category, a total of 35 applications were received for a total request of \$997,903. A table outlining requests and recommended allocations for the 2013 HSS Grant Program is provided in **Attachment 1**. Grant Application Summary Sheets, prepared by the applicant to provide key information about the proposal, are found in **Attachment 2**. Staff recommendations and comments are included in the Summary Sheets.

As indicated in the Grant Program guidelines, all proposals must demonstrate that primarily Richmond residents will be served to be considered eligible. While some applicants serve wider geographic areas (e.g., Family Services of Greater Vancouver; Canadian Mental Health Association, Vancouver-Burnaby Branch), all requests met were for programs and services serving primarily Richmond residents.

3. Late Applications

No applications were received after the October 12, 2012 deadline. The City Grant Policy indicates that late applications will not be accepted, and the deadline is identified on each page of the application form to ensure that no late submissions are received.

4. New Applications

Three applications were received from organizations that had not previously applied for a City Grant: ALS Society of BC, Chinese Cultural Centre of Greater Vancouver and Richmond Bethel Church.

5. Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Department, reviewed the 2012 Health, Social & Safety applications. Recommended allocations were determined by committee rather than individual reviewers.

Analysis

1. Health, Social & Safety Grant Application Information, 2011 – 2013

Numbers of applications, allocations (2011/2012) and recommendations (2013) are:

Previous HSS Applications, Allocations (2011/12) and Recommendations (2013)*			
	2011	2012	2013
Total number of applications	29	29	35
New applicants	4	2	3
Late applications	0	0	0
Grants denied (did not meet criteria)	2	0	1
Partial amount of request recommended	27	23	24
Full amount of request recommended	0	6	10
Minor request (\$5,000 or less)	3	4	11
Total amount requested	\$842,705	\$855,471	\$997,903
Total budget	\$518,000 (all categories)	\$536,719** (HSS only)	\$547,453 (HSS only)
Total HSS allocated	\$449,698	\$530,637	TBD

*some categories overlap; numbers are not meant to be totalled

**For the 2012 Grant Program, three separate programs were established and an additional level of \$190,784 was approved for the overall City Grant budget. For the Health, Social and Safety Program, this meant an increase of \$87,021 above the amount allocated by Council in 2011.

2. Reasons for Partial or No Funding

Most applicants (70%) are recommended for partial rather than full funding. Principal reasons for partial funding are: (1) the City supports, but is not a primary funder, of non-profit organizations, whose main sources of support include federal and provincial governments, BC Direct Access Gaming, foundations, endowments, donations and fundraising efforts, and (2) the total amount requested exceeds the recommended City Grant budget; providing some assistance to many is considered preferable to providing full assistance to a few.

Other reasons for recommending partial or no funding include, but are not limited to:

- Programs previously funded by other levels of government,
- Funding responsibility lies in other jurisdictions,
- Other funding partners have not been sought,
- Insufficient community benefit demonstrated,
- Lack of partnerships,
- Duplication of service,
- Unaccounted surplus,
- Fee-based (user pay) budget should be used,
- City provides other forms of support to the organization, and
- Quality, including completeness, of the application

3. Minor/Major Grant Requests

In response to stakeholder requests to make application requirements less onerous for those seeking small grants, two streams of applications have been established; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. If applying for a minor grant, applicants are required to complete the Grant Application Summary Sheet, rather than the full application form, plus provide required documentation and signatures. The full application form is required for major grants or three-year funding cycle requests.

In the Health, Social & Safety category, eleven organizations applied for grants of \$5,000 or less:

- ALS Society of BC
- Arthritis Society, BC & Yukon Division
- Big Sisters of BC Lower Mainland
- Boys & Girls Clubs of South Coast BC
- Chinese Cultural Centre of Greater Vancouver
- Minoru Seniors Society
- Richmond Bethel Church
- Richmond Carefree Society
- Richmond Food Security Society
- Richmond Poverty Response Society
- Touchstone Family Association

4. Multi-Year Funding Request

As part of the City Grant Policy adopted in 2011, applicants receiving City Grants for a minimum of the five most recent consecutive years have the option of applying for a maximum three-year funding cycle. Grants are thereby recommended, rather than guaranteed, for three-year cycles; Council reviews recommendations to fund each subsequent year of a cycle. In the first year of a cycle, the full application form is required. For the following two years, the Grant Application Summary Sheet must be completed and required documents and signatures attached.

The number of three-year cycles initiated each year has been staggered to balance yearly intake of full applications. In 2012, nine applicants were approved to begin the cycle. In 2013, staff recommend that the following five applicants be approved for the first year of the cycle:

- Chinese Mental Wellness Association of Canada
- Heart of Richmond AIDS Society
- Richmond Mental Health Consumer & Friends Society
- Richmond Society for Community Living
- Richmond Women's Resource Centre Association

5. On-line Application System

In adopting the City Grant Policy in 2011, Council also requested that:

Staff explore the development of an information technology system whereby City Grant Program applications, including Attachments, may be submitted on-line.

The City Grant Steering Committee has been working with Information Technology staff and program development consultants to establish an on-line application system. The system will be operational in time to receive on-line applications for the 2014 City Grant Program.

6. RCSAC Community Social Services Survey

The RCSAC has conducted a Community Social Services Survey annually since 2009, and previous versions have been attached to RCSAC Annual Reports/Work Programs. However, as the RCSAC considered the Survey more pertinent to the City Grant Program because it provides information about community service funding changes, the 2011/12 version is found in **Attachment 4**. While no specific RCSAC recommendations emerged from this survey for the 2013 Health, Social & Safety Grant Program, a RCSAC subcommittee has proposed changes to the questionnaire that may result in recommendations for future grant cycles.

Financial Impact

The 2013 Health, Social and Safety Grant Program budget is \$547,453. The 2013 allocations itemized in **Attachment 1** are recommended.

Health, Social and Safety Grant Budget	\$547,453
Total recommended allocations	<u>\$546,054</u>
Remaining	\$ 1,399

Conclusion

The Health, Social and Safety Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. Staff recommend that 2013 Health, Social and Safety Grants be allocated as indicated (**Attachment 1**) for the benefit of Richmond residents.



Lesley Sherlock
Social Planner
(604-276-4220)

LS:ls

Health Social and Safety Services - Recommended Grant Allocation 2013						
APPLICANT NAME	2012 GRANT	2013 REQUEST	2013 RECOM.	MULTI YEAR RECOM.	COMMENTS SUMMARY	SEE ATTACHMENT 2
ALS Society of BC*	N/A	5,000	0	N/A	Ineligible for funding as the grant program does not support annual fundraising campaigns.	Page 1-2
Alzheimer Society of BC	2000	34,480	2,040	N/A	Same level as last year, plus a Cost of Living increase, toward operation of the Resource Centre.	Page 3-4
Arthritis Society, BC & Yukon Division*	N/A	3,500	1,250	N/A	Partial funding toward a Richmond forum.	Page 5-6
Big Brothers of Greater Vancouver	4,500	10,000	4,500	N/A	Same level as last year, to support matches with Big Brothers.	Page 7-8
Big Sisters of BC Lower Mainland	4,500	4,500	4,500	Year 2	Same level as last year, for the full amount requested, to support matches with Big Sisters.	Page 9-11
Boys & Girls Clubs of South Coast BC	2,000	5,000	2,500	N/A	Increased level for operating expenses of after-school program at Mitchell Elementary School.	Page 12-13
Canadian Mental Health Association Richmond Branch	34,000	34,000	34,000	Year 2	Same level as last year, for the full amount requested, for the Meal Program and operating expenses.	Page 14-15
Canadian Mental Health Association Vancouver/Burnaby Branch	4,200	12,000	5,000	N/A	Increased level to support program costs of the Super Saturday Kids Program.	Page 16-17
Canadian Red Cross Society	8,000	8,400	4,400	N/A	To complete the purchase of 22 four-wheeled walkers, partially funded by 2012 City Grant.	Page 18-19
Chimo Crisis Services	47,000	47,000	47,000	Year 2	Same level as last year, for the full amount requested, for Crisis Response and Community Engagement/Education Services.	Page 20-21
Chinese Cultural Centre of Greater Vancouver*	N/A	5,000	500	N/A	Provide operating assistance for multicultural community events, with request to explore potential partnerships and collaborations	Page 22-23
Chinese Mental Wellness Association	8,700	37,000	8,874	Year 1	Same level as last year, plus a Cost of Living increase, to support operating expenses for social activities and referrals to other community services.	Page 24-25
FIRST Society (Family Integration & Resource Support Team)	1,500	185,000	1,530	N/A	Same level as last year, plus a Cost of Living increase for operating expenses, with request to explore community partnerships, service delivery opportunities, and other funding sources.	Page 26-27
Family Services of Greater Vancouver	46,600	46,600	46,600	Year 2	Same level as last year, for the full amount requested, for individual, family and group counseling service.	Page 28-29
Heart of Richmond AIDS Society	10,000	15,000	10,200	Year 1	Same level as last year, plus a Cost of Living increase, for operating expenses to support drop-in, meal programs and education/prevention services.	Page 30-31
Integration Youth Services Society	3,150	30,589.21	3,213	N/A	Same level as last year, plus a Cost of Living increase, to support the Mustard Seed Theatre.	Page 32-33
Minoru Seniors Society	N/A	5,000.00	2,500	Year 1	To support program costs of the Intergenerational Greenhouse Social Project.	Page 34-35
Multicultural Helping House Society	8,000	45,505	8,160	N/A	Same level as last year, plus a Cost of Living increase, to support the Health and Wellness Program for seniors, live-in caregivers and temporary foreign workers.	Page 36-37

Health Social and Safety Services - Recommended Grant Allocation 2013

APPLICANT NAME	2012 GRANT	2013 REQUEST	2013 RECOM.	MULTI YEAR RECOM.	COMMENTS SUMMARY	SEE ATTACHMENT 2
Richmond Addiction Services	194,487	199,349	198,377	Year 2	Same level as last year, plus a Cost of Living increase, to be equally allocated to 1) problem gambling prevention and 2) substance misuse and other addictive behavior prevention.	Page 38
Richmond Amateur Radio Club	N/A	8,000	1,500	N/A	For equipment repair and upgrade, as radios sometimes used in emergency situations.	Page 39
Richmond Bethel Church*	N/A	5,000	2,500	N/A	To support the "Food for Life" community dinner.	Page 40
Richmond Carefree Society	5,000	5,000	5,000	N/A	Same level as last year, for the full amount requested, to support special needs children's playgroup.	Page 41
Richmond Family Place Society	24,000	24,000	24,000	Year 2	Same level as last year, for the full amount requested, for family support programs.	Page 42
Richmond Food Security Society	4,000	5,000	4,080	N/A	Same level as last year, plus a Cost of Living increase, for the Stir It Up Youth Kitchen.	Page 43
Richmond Hospice Association	6,500	30,000	7,000	N/A	Increased level for operating expenses of palliative support program.	Page 44
Richmond Mental Health Consumer & Friends Society	3,500	8,980	3,570	Year 1	Same level as last year, plus a Cost of Living increase, for operating expenses of Volunteer Program.	Page 45
Richmond Multicultural Community Services	10,000	15,000	10,200	Year 2	Same level as last year, plus a Cost of Living increase, for operating expenses to support immigrant, refugee and welcoming community programs.	Page 46-47
Richmond Poverty Response Committee	5,000	5,000	5,000	N/A	Same level as last year, for the full amount requested, for phase two of the Housing Registry.	Page 48
Richmond Society for Community Living	14,000	18,000	14,280	Year 1	Same level as last year, plus a Cost of Living increase, to support the Family Resource Program.	Page 49-50
Richmond Women's Resource Centre Association	15,000	52,000	15,300	Year 1	Same level as last year, plus a Cost of Living increase, to support womens' programs and services.	Page 51-52
Richmond Youth Services Agency	12,500	12,500	12,500	Year 2	Same level as last year, for the full amount requested, to support the Richmond Youth Centre.	Page 53
St Albans Anglican Church	7,000	20,000	9,000	N/A	Increased level to support the Drop-in Centre, as well as the Community Meal and the Extreme Weather Shelter.	Page 54-55
Touchstone Family Association	4,000	4,000	4,000	N/A	Same level as last year, for the full amount requested, to support the the Street Smarts program expansion.	Page 56
Turning Point Recovery Society	5,000	12,500	5,750	N/A	Increased level to support need for Domestic Violence Substance Abuse program	Page 57-58
Volunteer Richmond Information Services Society	36,500	40,000	37,230	Year 2	Same level as last year, plus a Cost of Living Increase, to support volunteer and information programs.	Page 59-60
Total	530,837	997,903	546,054			
Total Available 2013			547,453			
Balance Remaining			1,399			

* New Applicant

**HEALTH, SOCIAL AND SAFETY SERVICES
GRANT APPLICATION SUMMARY SHEETS**



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: ALS Society of BC		
2.	Grant Request: \$ 5,000	Proposal Title: 2013 Richmond Vancouver Walk for ALS	
	Number to be Served: 400	How many will be Richmond residents? 400	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input checked="" type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
6.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: May/25/13 End: May 25, 2013		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The Richmond Vancouver Annual Walk for ALS will be celebrating its eighth year in 2013. This year we are hoping to expand our base of supporters and make our walk even bigger. Our target audience is residents and businesses in Richmond and Vancouver, we donate 100% of the funds raised during our walk day to the ALS Society of BC who then distributes 40% of the funds for research to find a cure for ALS and the remaining 60% of the funds go to support families and patient currently struggling with this illness through their patient services program which provides, medical equipment, transportation, counselling and other services to families in our community. During our 2011 and 2012 Walks we were able to raise around \$110,000.00 each year. Most recently our Richmond Walk Committee won the Richmond Volunteer Nova Star award in 2011 for their hard work and dedication to our cause and our contribution.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): We currently receive the use of Garry Point Park and Dyke free of charge for our event each year.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 102,984.20	\$ to be determined
	Total Expenses	\$ 0	\$ 0
	Annual Surplus or (Deficit)	\$ 102,984.20	\$ to be determined
	Accumulated Surplus or (Deficit)	\$ 102,984.20	\$ to be determined
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain:	Please explain:
10.	Previous City Grant: Amount: 0 Year: n/a Use: n/a		
11.	Proposed City Grant Budget: 1. Use: Professional and administrative salary Amount: 0.00 Donated 2. Use: Consultant services Amount: 0.00 Donated 3. Use: Volunteer support Amount: 0.00 Donated 4. Use: Supplies Amount: 0.00 Donated 5. Use: Equipment Amount: 0.00 Donated Total City Grant Request: \$5,000 Other Funding Sources for this Proposal: 1. Source: Unipharm Wholesale Drugs Ltd. Amount: \$5,000 Purpose: to provide services for local patients 2. Source: River Rock Resort and Casino Amount: \$3,000 Purpose: to provide services for local patients 3. Source: Maritime Steamship Assistants Amount: \$1,500 Purpose: to provide services for local patients Total Proposed Budget: 9,500		

12.	For Staff Use Only: AH/SD	
	Recommended Grant: <u> 0 </u> Year <u> </u> of <u> </u> Multi-year Funding Cycle Purpose: Request to support the 2013 R.V. Walk for ALS	Staff Comments/Conditions: Ineligible for funding as the grant program does not support annual fundraising campaigns.



**City of
Richmond**

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Alzheimer Society of B.C.		
2.	Grant Request: \$34,480	Proposal Title: Richmond Resource Centre	
	Number to be Served: 2000	How many will be Richmond residents? Over 90%; Over 1,800	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): We are requesting funding for our Richmond Resource Centre. Through our resource centre we offer information, educational opportunities, support groups and the ability to talk directly with knowledgeable staff members. Books and videos can be viewed on site and a variety of print resources are available to take home. Services are also offered in Cantonese and Mandarin, and various print materials are available in Chinese. Our target audience includes adults and seniors with dementia, adult children who are caring for their parents and grandparents, seniors who are caring for their spouses, siblings and parents. We have found that 73% of primary caregivers who access our programs and services are female. Most of these individuals are female spouses of persons with dementia, or adult daughters.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): n/a		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 6,839,485	\$ 6,119,244
	Total Expenses	\$ 5,853,309	\$ 6,592,518
	Annual Surplus or (Deficit)	\$ 994,176	\$ -473,274
	Accumulated Surplus or (Deficit)	\$ 2,491,761	\$ 2,018,487
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Increase in corporate giving & bequests	Please explain: Planned program enhancement
10.	Previous City Grant: Amount: 2000 Year: 2012 Use: Office Rent		
11.	Proposed City Grant Budget: 1. Use: Professional & Administrative salaries Amount: 26,305 2. Use: Office Rent Amount: 5,000 3. Use: Supplies and Equipment Amount: 775 4. Use: Volunteer Support Amount: 700 5. Use: Printing and Local Travel Amount: 1,700 Total City Grant Request: \$34,480 Other Funding Sources for this Proposal: 1. Source: Community Gaming Grant Amount: 4,000 Purpose: Professional Salaries and Rent 2. Source: Alzheimer Society of B.C. Amount: 35,440 Purpose: All other expenses 3. Source: Amount: Purpose: Total Proposed Budget: \$75,720		

12.	For Staff Use Only <u>SD/AH</u>		
	<table border="1"> <tr> <td data-bbox="224 220 737 281"> Recommended Grant: <u>\$2,040</u> Year ____ of ____ Multi-year Funding Cycle Purpose: Funding toward operations of the Resource Centre </td><td data-bbox="737 220 1471 403"> Staff Comments/Conditions: Same level as last year plus a cost of living increase. </td></tr> </table>	Recommended Grant: <u>\$2,040</u> Year ____ of ____ Multi-year Funding Cycle Purpose: Funding toward operations of the Resource Centre	Staff Comments/Conditions: Same level as last year plus a cost of living increase.
Recommended Grant: <u>\$2,040</u> Year ____ of ____ Multi-year Funding Cycle Purpose: Funding toward operations of the Resource Centre	Staff Comments/Conditions: Same level as last year plus a cost of living increase.		



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: The Arthritis Society, BC & Yukon Division		
2.	Grant Request: \$ 3,500	Proposal Title: Free Public Forum on Arthritis presented in Cantonese	
	Number to be Served: 100-150	How many will be Richmond residents? an	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: March 2013 End: June 2013		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): We will present a free public forum on arthritis that will be targeted at Cantonese speaking people in Richmond with arthritis, or the children or caregivers of people with arthritis. Our experience in presenting similar forums is that there is a great demand for more arthritis-related information. Two rheumatologists will present topics such as diagnoses, the latest news of research and treatment, and the benefits of physical activity and joint protection. The presentation will also dispel the myth that arthritis is a disease of the elderly. In fact, 60% of the population living with this chronic condition are under 65 years of age. The presentation will also address the myth that the resulting pain is something that should just be tolerated. Indeed, if the source of pain isn't diagnosed and managed effectively, it can have very serious implications.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Many community centres in Richmond provide free space for arthritis education programs for local residents		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 4,825,627	\$ 4,402,590
	Total Expenses	\$ 4,691,958	\$ 4,402,590
	Annual Surplus or (Deficit)	\$ 132,171	\$ 0
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: estate gifts were higher than expected	Please explain:
10.	Previous City Grant: Amount:	Year:	Use:
11.	Proposed City Grant Budget: 1. Use: honorarium for speakers Amount: \$1,500 2. Use: advertising/translation Amount: \$1,250 3. Use: materials Amount: \$250 4. Use: Amount: 5. Use: venue rental Amount: \$500 Total City Grant Request: \$3,500 Other Funding Sources for this Proposal: 1. Source: The Arthritis Society Amount: \$500 Purpose: project management/registration 2. Source: Richmond Library/comm centre Amount: \$500 Purpose: (tentative) - in kind venue space 3. Source: Amount: Purpose: Total Proposed Budget:		

12.	For Staff Use Only <u>SD/AH</u>	
	Recommended Grant: <u>\$1,250</u> Year ____ of ____ Multi-year Funding Cycle	Staff Comments/Conditions: This funding is contingent on the event taking place. If the forum does not proceed, funds should be returned.
	Purpose: Partial funding toward the public forum	



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Big Brothers of Greater Vancouver		
2.	Grant Request: \$10,000	Proposal Title: Community & Teen Mentoring Programs	
	Number to be Served: 195	How many will be Richmond residents? 195	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): BBGV operates two mentoring programs in the City of Richmond. The traditional Community Match Program matches adult male volunteer mentors one-to-one with boys who are lacking a positive male role model. Big and Little Brothers spend 2-4 hours per week together doing a wide range of fun activities. The Teen Mentoring Program works in partnership with local high schools where the Teen "Buddy" mentors a younger child in the school environment for one hour per week. Every child referred to us comes on the basis that he or she will benefit substantially by forming a continuing bond with a caring older mentor. We currently have a list of such children who are waiting to be matched with mentors in Richmond. The impacts our programs have on the community are widespread. Each mentoring match serves the "Little" and the "Big", the family, and the larger community in many meaningful ways.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): N/A		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1,494,471	\$ 1,918,100
	Total Expenses	\$ 1,494,298	\$ 1,945,300
	Annual Surplus or (Deficit)	\$ 173	\$ 2,800
	Accumulated Surplus or (Deficit)	\$ 82,860	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: surplus is less than 1 months expenses	Please explain:
10.	Previous City Grant: Amount: \$4,500	Year: 2012	Use: Richmond's Big Brother & Teen Mentoring Program
11.	Proposed City Grant Budget:		
	1. Use: Salaries & Benefits	Amount: 7,200	
	2. Use: Office (rent, supplies, etc.)	Amount: 1,400	
	3. Use: Materials	Amount: 300	
	4. Use: Travel	Amount: 100	
	5. Use: Volunteer Recruitment & Training	Amount: 1,000	
	Total City Grant Request: 10,000		
	Other Funding Sources for this Proposal:		
	1. Source: United Way Lower Mainland	Amount: 6,500	Purpose: Toward Richmond service delivery
	2. Source: BBGVF	Amount: 69,300	Purpose: Toward Richmond service delivery
	3. Source: Community Gaming Grant	Amount: 14,600	Purpose: Toward Richmond service delivery
	Total Proposed Budget: 100,400		

12.	<p>For Staff Use Only <u>(RT / ES)</u></p> <p>Recommended Grant: <u>\$4,500</u></p> <p>Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: To match children and youth with Big Brothers.</p>	<p>Staff Comments/Conditions: Same funding as previous year, as there were no changes to program.</p>
-----	--	---



City of
Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Big Sisters of BC Lower Mainland	
2.	Grant Request: \$4,500	Proposal Title: Big Sister's Big and Little Sister Program
	Number to be Served: To date we have 14 Big Sister Matches in Richmond, with 24 volunteers from Richmond.	How many will be Richmond residents? 14 Little Sisters, 14 families and 24 volunteers in our organization who are from Richmond.
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events	
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)	
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:	
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year 2 of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use. No Change	
7.	Summary of Request (including proposed activities, target group(s), community benefit):	

Big Sisters has been providing quality mentoring programs that promote positive empowerment to at risk girls in the Lower Mainland for over fifty years. In 2012 we plan to provide at least 650 girls and young women with a mentor.

Big Sisters Mentoring Program

This program matches girls (ages 7-17) with a volunteer Big Sister in a one-to-one mentoring relationship, who meet once a week for 2 to 4 hours for a minimum of one year. Matches enjoy a wide range of activities, including making crafts, playing sports, watching movies, and just hanging out and talking. We anticipate serving over 325 Big & Little Sister matches in 2012. We request a minimum one year commitment from our matches; our average match length is 2.49 years which demonstrates the importance of this relationship for not only the Little Sister, but the Big Sister as well. We ensure that our programs are as accessible as possible to potential mentors and mentees.

It costs \$2,000 to make and support each Big Sister/Little Sister match for one year. The Big Sisters organization provides professional and personalized support; mentor and child safety training; ongoing professional development; organizes educational and fun activities for the Big Sister matches. Big Sisters is committed to equipping not only our volunteers, but our Little Sisters and Parents/Guardians with the skills and tools needed to engage in a positive, safe and supportive mentoring relationship. We endeavour to manage and minimize any potential problems through our volunteer training; Big Sister, Little Sister and Parent/Guardian check in interviews; Child Safety Training for all three match participants (Big Sister, Little Sister and Parent/Guardian) and our match introduction interviews.

Girls Served

We target an extremely vulnerable, socially disadvantaged population. Girls are referred to our agency by parents, school personnel, social workers and other helping professionals. 68% of the girls in our programs come from a single parent family; 19% from a dual parent family; 7% from foster or group homes, and 6% do not report or are in transition.

Our Little Sisters represent a wide array of ethnicities and, while not all report their background, we estimate over 25% of our Little Sisters were born outside Canada, and we know that at least 23% are of First Nations heritage. Approximately 20% of our Little Sisters are directly referred by the Ministry of Children and Family Development or mental health agencies, and an additional 10-20% have Ministry of Children and Family Development involvement.

Most of the girls we serve suffer from low self-esteem, social isolation, or a lack of enriching experiences as a result of poverty; family distress; recent immigration; loss or trauma; past or present abuse; developmental challenges; physical disabilities or other life challenges. All of the girls referred to our programs are seeking a champion in their lives – a friend to trust and support them and to spend time with them on a weekly basis. Studies show a warm, supportive relationship with a caring adult is a key factor in helping children overcome challenges in their lives over which they often have no control.

Big Sisters of BC Lower Mainland is a member agency of Big Brothers Big Sisters of Canada. As a movement, Big Brothers Big Sisters is recognized as being a leader in mentoring excellence. Research has demonstrated that a relationship with a Big Sister volunteer has a positive impact on a child including: reducing her risk of drug and alcohol abuse; reducing violent behavior; improving school attendance and academic success; improving family relationships and improving her overall self-esteem, confidence and competence. Having the support of a Big Sister assists the girls in our program to grow up into capable and contributing members of our society and helps them to reach their full potential as adults.

Our program is aimed at prevention and intervention as research has shown that a warm, supportive relationship with a caring adult is a key factor in helping children overcome challenges in their lives. We believe that each Little Sister benefits immediately from the relationship formed with a caring, supportive woman and benefits in the long term by gaining self-esteem and confidence to make positive life choices.

Research has shown that children who participate in a Big Sisters Mentoring Program are 46% less likely to begin using illegal drugs; 27% less likely to begin using alcohol; 52% less likely to skip school; 37% less likely to skip class; are more confident in their schoolwork performance; and are able to get along better with their families. (Tierney, J.P., Grossman, J.B., and Resch, N.L. (1995) *Making a Difference: An Impact Study of Big Brothers Big Sisters*. Philadelphia: Public/Private Ventures)

8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): N/A		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$1,236,149	\$1,210,000
	Total Expenses	\$1,114,756	\$1,250,097
	Annual Surplus or (Deficit)	\$121,393	\$(40,097)
	Accumulated Surplus or (Deficit)	\$237,577	\$197,480
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: We received an unanticipated \$90,000 in Bequests in 2011, \$40,000 under Planned Giving in the spring and \$50,000 in Gala in October.	Please explain: Reason for deficit: Funding from the Raiser the Reader campaign ended (Value \$30,000)
10.	Previous City Grant: Amount: \$4,500 Year: 2012 Use: Big Sister Mentoring Program for girls living in Richmond		
11.	Proposed City Grant Budget: 2013 1. Use: Professional and administrative salaries and benefits (full time) Amount: \$4,500 Total City Grant Request: \$4,500 Other Funding Sources for this Proposal: 1. Source: United Way Donations Amount: \$5,153 (tentative) Purpose: Richmond Big Sisters Program Costs 2. Source: Community Grants Amount: \$15,929 Purpose: Richmond Big Sisters Program Costs 3. Source: Big Sisters' Spring Lunch Amount: \$4,872 Purpose: Richmond Big Sisters Program Costs 4. Source: Third Party Events Amount: \$ 37,769 Purpose: Richmond Big Sisters Program Costs 4. Source: Earned Interest Amount: \$13,00 Purpose: Richmond Big Sisters Program Costs Total proposed Budget: \$81,023		
12.	For Staff Use Only (RT/ES)		
	Recommended Grant: \$4,500 Year 2 of 3 Multi-year Funding Cycle Purpose: Provide funding to match children and youth with Big Sisters.	Staff Comments/Conditions: Same funding as previous year as there were no changes to program.	



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.

All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Boys and Girls Clubs of South Coast BC		
2.	Grant Request: \$5,000	Proposal Title: Boys and Girls Club Services at Mitchell Elementary	
	Number to be Served: 80	How many will be Richmond residents? 80	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): We are seeking support from the City of Richmond to support the after-school program offered by Boys and Girls Clubs at Mitchell Elementary School. The Richmond Club opened in September 2011, and has already reached maximum capacity, with attendance averaging about 30 per day. The Club provides a safe, accessible place for children that enhances their physical, educational, character, and skill development through supervised social and recreational activities. Activities include healthy snacks, homework assistance, nutrition and cooking programs, arts and crafts, leadership programs, and sports and physical activities that promote active lifestyles. Programs are currently offered 4 days per week for participants aged 6 through 12. We strive to eliminate barriers to participation, and to ensure that all children and families have access to our programs, we have a policy that no one is turned away due to an inability to pay.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): n/a		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 8,866,250	\$ 10,895,011
	Total Expenses	\$ 8,922,121	\$ 11,073,876
	Annual Surplus or (Deficit)	\$ (55,871)	\$ (178,865)
	Accumulated Surplus or (Deficit)	\$ 2,180,055	\$ 2,001,390
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Sound fiscal management over 75 years	Please explain: Club expansion, reduced govt. funding
10.	Previous City Grant: Amount: \$2,000	Year: 2012	Use: Operating expenses for after-school program at Mitchell Elem.
11.	Proposed City Grant Budget: 1. Use: Staff Salaries Amount: \$ 3,500 2. Use: Program Supplies Amount: 500 3. Use: Transportation Amount: 500 4. Use: Centralized Support & Admin. Amount: 500 5. Use: Amount: Total City Grant Request: \$ 5,000 Other Funding Sources for this Proposal: 1. Source: United Way Amount: \$ 80,000 Purpose: Salaries / Supplies / Transport / Admin. 2. Source: The BGC Foundation Amount: 63,800 Purpose: Salaries / Supplies / Transport / Admin. 3. Source: Program Fees / Memberships Amount: 1,200 Purpose: Salaries / Supplies / Transport / Admin. Total Proposed Budget: \$130,000		

12.	<p>For Staff Use Only (RT / ES)</p> <p>Recommended Grant: <u>\$2,500</u> Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: Operating expense for a 4 day/week after school program at Mitchell Elementary School in East Richmond.</p> <p>Staff Comments/Conditions: Increased level. Applicant followed recommendations to explore options of working more directly with Cambie Community Centre as to not duplicate services, which met requirements for this year's approval.</p>
-----	---



**City of
Richmond**

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Canadian Mental Health Association, Richmond Branch		
2.	Grant Request: \$34,000	Proposal Title: Pathways Clubhouse	
	Number to be Served: 375	How many will be Richmond residents? 360	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>2</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Meal Program - \$22,000 The Clubhouse provides accessible, affordable, nutritious meals to members. For the majority of our members, eating at the Clubhouse is their main and/or only meal of the day. Due to our members being on disability benefits, many live on low incomes and some lack the skills to prepare meals for themselves. For the physical well-being of our members, it is crucial that the Clubhouse provide meals that are accessible, affordable and nutritious. This past year, over 16,000 meals were served. Operations, including Rent, Light, Telephone - \$12,000 The rest of the grant would assist in operations which include rent, hydro, and telephone service.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Permissive Tax Exemption for Apartment Block - \$8,500		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 2,748,944	\$ 2,749,301
	Total Expenses	\$ 2,756,510	\$ 2,764,028
	Annual Surplus or (Deficit)	\$ (7,921)	\$ (14,727)
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: BC Housing Subsidy Adjustment - prior years	Please explain: Includes amortization of \$18,524
10.	Previous City Grant: Amount: \$34,000 Year: 2011-12 Use: Meal Program and operations		
11.	Proposed City Grant Budget: 1. Use: Meal Program Amount: \$22,000 2. Use: Rent Amount: \$10,000 3. Use: Hydro Amount: \$1,200 4. Use: Telephone Amount: \$800 5. Use: Amount: Total City Grant Request: \$34,000 Other Funding Sources for this Proposal: 1. Source: VCH Amount: \$163,200 Purpose: Meal program, rent, hydro, telephone 2. Source: Clubhouse Members Amount: \$40,000 Purpose: Payment for meals 3. Source: Amount: Purpose: Total Proposed Budget: \$203,200		

12.	For Staff Use Only <u>KR</u>	
	<p>Recommended Grant: <u>\$34,000</u> Year <u>2</u> of <u>3</u> Multi-year Funding Cycle</p> <p>Purpose: Funding towards Pathways Clubhouse operations and meal program</p>	<p>Staff Comments/Conditions: Same level as last year, to the full amount requested.</p>



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Canadian Mental Health Association, Vancouver-Burnaby Branch		
2.	Grant Request: \$ 12,000	Proposal Title: Super Saturday Club Kids Program serving Richmond	
	Number to be Served: 38	How many will be Richmond residents? 38	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: Jan 2013 End: Dec 2013		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Our grant application is to request partial funding to support one of the groups in our Super Saturday Club Kids Programs serving Richmond. Super Saturday Club Kids Program is a recreation-based, long-term program for children of parents with serious and persistent mental illness. The children we serve in Richmond are from ages 8 to 14, majority of them are from immigrant families with limited income. There is no cost for the children to participate. The program provides the kids with a full day of activities once a month, it enables them to have fun, build social skills and establish strong friendships with other kids in the program who have similar situations in their home life. At the same time, it also provides parents with respite time to attend to their own self-care. Children of parents with mental illness are at higher risk of developing mental illness or other emotional problems; the situation is more serious for the families with limited financial resources. Super Saturday Club Kids Program is an inclusive, proactive approach that focuses on early intervention, supporting both the children and their parents and build resilience in children. This preventive strategy in treating mental health related illness is proven to be effective, it enables young people to reach their potential without losing time in dealing with mental health issues in adulthood. Prevention will result in significant savings in long-term government health dollars.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption):		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$2,716,832	\$2,904,798
	Total Expenses	\$2,717,364	\$2,904,798
	Annual Surplus or (Deficit)	\$(532)	\$ 0
	Accumulated Surplus or (Deficit)	\$252,791	\$252,791
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Contingency for contract cancellation	Please explain:
10.	Previous City Grant: Amount: \$4,200	Year: 2012	Use: \$4,200
11.	Proposed City Grant Budget:		
	1. Use: Program staff wages & Benefits	Amount: \$6,900	
	2. Use: Activity and admission fees	Amount: \$3,600	
	3. Use: Transportation	Amount: \$1,500	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$12,000		

12.	For Staff Use Only <u>KR</u>	
	<p>Recommended Grant: <u>\$5,000</u> Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: Funding requested for Super Saturday Kids Club Program serving Richmond.</p>	<p>Staff Comments/Conditions: Cost of living increase, plus a slight increase in funding to support program costs</p>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Canadian Red Cross		
2.	Grant Request: \$8,400	Proposal Title: Richmond Health Equipment Loan Program (HELP)	
	Number to be Served: 2216+ clients	How many will be Richmond residents? 95% of 2216+ clients	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: April 1, 2013 End: Mar 31, 2014		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The Canadian Red Cross is seeking \$8400.00 to be allocated as follows: \$4400 to purchase 22 four wheeled walkers (4WWs) for loan at the Richmond Health Equipment Loan Program Depot in Richmond, BC. The depot does not currently have ANY 4WWs available, and the aging population of Richmond is in great need of this mobility device. A 4WW provides walking support for a senior or community member who has suffered a hip or knee injury, is recovering from surgery, or simply frail. The other \$4000.00 would be used to fund the costs of a part-time HELP Equipment Technician to visit the depot one day per week. The Technician will train volunteer staff in equipment cleaning/repair, conduct spot checks of equipment to ensure hygiene standards are met, assist with cleaning/maintenance, and maintain parts stock. Overall community benefit includes increased healing, health and mobility.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): N/A		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 387,050,000.00	\$ 357,007,000.00
	Total Expenses	\$ 386,445,000.00	\$ 361,103,000.00
	Annual Surplus or (Deficit)	\$ 605,000.00	\$ 4,098,000.00
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain:	Please explain:
10.	Previous City Grant: Amount: \$8000 Year: 2012 Use: HELP Depot Technician; Four Wheeled Walkers (4WWs)		
11.	Proposed City Grant Budget:		
	1. Use: HELP Equipment Technician Salary	Amount: \$4000.00	
	2. Use: 22 Four Wheeled Walkers	Amount: \$4400.00	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$8400.00		
	Other Funding Sources for this Proposal:		
	1. Source:	Amount:	Purpose:
	2. Source:	Amount:	Purpose:
	3. Source:	Amount:	Purpose:
	Total Proposed Budget:		

12.	For Staff Use Only: <u>SD/AH</u>	
	<p>Recommended Grant: <u>\$4,400</u> Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: Funding to complete purchase of 22 four-wheeled walkers.</p>	<p>Staff Comments/Conditions: Grant provided to fund 22 four-wheeled walkers to supplement grant fund from 2012. This funding must be used for the purchase of walkers in 2013. No further grants will be considered until a proof of purchase is supplied.</p>



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: CHIMO Crisis Services		
2.	Grant Request: \$ 47,000	Proposal Title: Strengthening Crisis Prevention & Response: Building knowledge, Skills and Resilience Across Richmond	
	Number to be Served: 17,000+	How many will be Richmond residents? 13,000+	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>2</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		

7.	<p>Summary of Request (including proposed activities, target group(s), community benefit):</p> <p>This grant supports delivery & continuing expansion of CHIMO's Crisis Response and Community Engagement/Education Services, all of which are delivered by professionally trained and supervised volunteers. In 2011/2012, these services collectively supported over 17,000 people.</p> <p>Crisis Response Services help individuals and families in Richmond navigate their way through wide-ranging life crisis in up to 20 different languages. They offer immediate emotional support; help with identifying and resolving problems; provide strong linkages to key public & community resources, give practical assistance with poverty, administrative, family, immigration & civil law matters; and intervene in life threatening situations. As a result, individuals/families are supported, lives are saved, people are able to resolve their issues expediently and live in the community with greater clarity, capacity, energy, robustness and readiness to address future challenges in their lives.</p> <p>Community Engagement/Education Services help children, youth, partners, newcomers and families become more knowledgeable about social concerns and understand how to address them in healthy and effective ways. They provide important information to newcomers and help them adjust to life in Canada. Social/emotional learning activities strengthen family and community communication and build skills and resiliency for addressing future life challenges. These services are delivered in all Richmond high schools as well as to newcomers, parents and others in the broader community.</p>
----	---

8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Use of City-owned lot for social housing (60 yr no cost lease for Nova House property), partial tax relief for Nova House property		
9.	Your Society's Total Budget Total Revenue Total Expenses Annual Surplus or (Deficit) Accumulated Surplus or (Deficit) Justification for any Annual and Accumulated Surplus or (Deficit)	Most Recent Completed Year (e.g., Audited Financial Statement) \$1,919,519 \$1,865,912 \$53,807 or 26,387 after amortization \$(15,404) Please explain: Accumulated deficit from previous years.	Budget for Current Year \$2,154,990 \$2,154,990 \$0 \$ Please explain:
10.	Previous City Grant: Amount: \$ 47,000 Year: 2012 Use: Crisis Response and Community Engagement/Education Services		
11.	Proposed City Grant Budget: \$ 47,000 1. Use: Crisis Response Services Amount: \$ 13,500 2. Use: Community Engagement/Education Services Amount: \$ 33,500 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$ 47,000 Other Funding Sources for this Proposal: 1. Source: VCH & Prov of BC Contracts Amount: \$ 340,425 Purpose: Crisis Response Services 2. Source: Gaming, Law Foundation, Grants Amount: \$ 92,300 Purpose: Crisis Response/Community Engagement/Ed 3. Source: Donations, Gaming, fees Amount: \$ 130,665 Purpose: Crisis Response/Community Engagement/Ed Total proposed Budget: \$ 610,380		

12.	For Staff Use Only <u> KR </u>	
	Recommended Grant: <u> \$47,000 </u> Year <u> 2 </u> of <u> 3 </u> Multi-year Funding Cycle	Staff Comments/Conditions: Same level as last year, for the full amount requested.
	Purpose: This grant supports delivery and continuing expansion of CHIMO's Crisis Response and Community Engagement/Expansion Services	



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Chinese Cultural Centre of Greater Vancouver		
2.	Grant Request: \$ 5,000	Proposal Title: Working Together For A Better To-morrow in Richmond	
	Number to be Served: 6,200	How many will be Richmond residents? 6,200	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: April 20, '13 End: June 30, '13		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Proposed project aims at: (1) Cultivate mutual understandings, strengthen communication & build up acceptance among Richmond residents of different ethnic groups of all ages; (2) Promote Civic rights and responsibilities & encourage active involvement in local community issues and elections. The proposed activities will include: (1) Set up committee, oversee / plan / organize / promote activities, community networking, evaluation, 200 volunteers' recruitment / supervision; (2) Organize 4 half-day event for 6,000 Richmond residents at Kwantlen Polytechnic University Richmond Campus with programs (i.e. Civic Participation Panel; Dialogue among different ethnic groups; Display; Performances; Information booths) on May 25 & 26 at Asian Heritage month; (3) Follow up "Media Campaign" to promote 'Civic Participation' in Richmond. Harmonious community spirit will be built & the 'Civic Participation' of Richmond residents will be encouraged.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): N/A		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1,925,549	\$ 2,220,000
	Total Expenses	\$ 1,883,216	\$ 2,210,000
	Annual Surplus or (Deficit)	\$ 42,333	\$ 10,000
	Accumulated Surplus or (Deficit)	\$ 1,768,177	\$ 1,778,177
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Accumulated surplus from 1974 until 2011	Please explain: Near break even
10.	Previous City Grant Amount: NIL	Year:	Use:
11.	Proposed City Grant Budget: 1. Use: Administration Amount: 500 2. Use: Promotion Amount: 1840 3. Use: Proposed activities Amount: 1600 4. Use: Rental Amount: 1060 5. Use: Amount: Total City Grant Request: 5000 Other Funding Sources for this Proposal: 1. Source: Federal Inter-Action grant Amount: 6000 Purpose: Multiculturalism grant 2. Source: Richmond Mandarin Lion's Club Amount: 500 Purpose: Support program budget 3. Source: Royal Pacific Realty Inc Amount: 500 Purpose: Support program budget Total Proposed Budget: 35,130 (details refer to Appendix IV)		

12.	For Staff Use Only <u>DKB</u>	
	<p>Recommended Grant: <u>\$500</u></p> <p>Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: Community service one-time activity</p>	<p>Staff Comments/Conditions: Staff recommend approval of the grant in the amount of \$500 to provide operating assistance for the development of the multicultural community activity proposed by the group. In addition, staff recommend that the organization explore potential partnerships and collaboration with the Richmond Intercultural Advisory Committee, Richmond Multicultural Community Services, and the Civic Engagement Network.</p>



**City of
Richmond**

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.

All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Chinese Mental Wellness Association of Canada		
2.	Grant Request: \$37,000	Proposal Title: CMWAC Operation & service delivery supplement	
	Number to be Served: 9500	How many will be Richmond residents? 9500	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>1</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Mainline funding toward peer support activities that promote psychosocial recovery and information services (i.e. karaoke, dancing, tea groups, support groups, field trips, festival events, outreach support, English conversation class, Chinese literature class, Chinese calligraphy class, knitting, mental health information events, choir, emotional support and networking, individual and family counselling in Mandarin & Cantonese, workplace skills training for family member volunteers and seniors impacted by mental health issues). Target groups would include the residents of Richmond and Chinese/English speaking individuals seeking information or support services for mental health issues and referrals. The community benefit of CMWAC participants is very large. Individuals affected by depression can attend a 2 week recovery workshop with CBT based healing strategies. Group and individual counselling is also available.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption):		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 83,049	\$ 90,880
	Total Expenses	\$ 84,434	\$ 80,880
	Annual Surplus or (Deficit)	\$ (485)	\$ 0
	Accumulated Surplus or (Deficit)	\$ 1,783	\$ 0
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Donations exceeded budget.	Please explain:
10.	Previous City Grant: Amount: <u>\$700</u> Year: <u>2012</u> Use: <u>3 months casual labour, office rent, telephone, insurance</u>		
11.	Proposed City Grant Budget:		
	1. Use: Operations - admin (full-time) salaries	Amount: 11,040	
	2. Use: Operations - admin (part-time) salaries	Amount: 4,180	
	3. Use: Volunteer support (honoraria)	Amount: 3,600	
	4. Use: office rent	Amount: 13,200	
	5. Use: telephone supplies, utilities, equipment	Amount: 4,620	
	Total City Grant Request: 37,000		
	Other Funding Sources for this Proposal:		
	1. Source: New Horizons Program for Senior	Amount: 21,900	Purpose: support seniors programs of CMWAC
	2. Source: BC Gaming Commission	Amount: 11,400	Purpose: support operations costs
	3. Source: CMWAC	Amount: 20,560	Purpose: produce bi-lingual education materials
	Total Proposed Budget: 90,860		

12.	For Staff Use Only: <u>KR</u>	
	<p>Recommended Grant: <u>\$8,874</u> Year <u>1</u> of <u>3</u> Multi-year Funding Cycle</p> <p>Purpose: To fund staff wages and operational expenses</p>	<p>Staff Comments/Conditions: Same level as last year, plus cost of living increase, to support social activities and referrals to other community services.</p>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.

All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: FIRST Society (Family Integration & Resource Support Team)		
2.	Grant Request: \$185,000.00	Proposal Title: FIRST SOCIETY OPERATING ASSISTANCE REQUEST	
	Number to be Served: 400	How many will be Richmond residents? 400	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input checked="" type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, this is for year <u>one</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): In spite of great visions and best intentions, FIRST Society had faced formidable challenges in the past 4 years of operations, mainly due to lack of operational space. Our office is temporarily located in one of the Director's residence until such time that a more appropriate location is available. If and when an office space becomes available, this will have an enormous influence over the future of our non-profit organization in providing much needed training programs and social activities to the community we serve. Operational activities will include personal consultation and client intake, one on one tutoring and mentoring activities with new immigrant families as well as the youth, seniors and caregivers, temporary foreign workers; social activities to promote integration and multiculturalism; provide workshop facilitation and information sessions which are essential in educating and reaching out to multicultural clients.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Steveston Community Centre, Thompson Community Centre, Caring Place, Seniors Activity Centre & King George Park (facility usage)		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 3,378.07	\$ 3,932.00
	Total Expenses	\$ 2,494.00	\$ 1,276.05
	Annual Surplus or (Deficit)	\$ 894.07	\$ 2,655.95
	Accumulated Surplus or (Deficit)	\$ 1,331.30	\$ n/a
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain:	Please explain: increase in membership & donation
10.	Previous City Grant: Amount: \$1,500.00 Year: 2012 Use: insurance cost		
11.	Proposed City Grant Budget: Operating cost & community service Amount: \$185,000.00 1. Use: Amount: 2. Use: Amount: 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$185,000.00 Other Funding Sources for this Proposal: 1. Source: Literacy Richmond Amount: 10,000 Purpose: Life After Live-In Caregiver Program 2. Source: Amount: Purpose: 3. Source: Amount: Purpose: Total Proposed Budget: 10,000.00		

12.	For Staff Use Only <u>DKB</u>
	<p>Recommended Grant: <u>\$1,530</u> Year __ of __ Multi-year Funding Cycle Applied for multi-year funding but ineligible based on the Policy requirement of having received City Grants for a minimum of the five most recent consecutive years.</p> <p>Purpose: Operating assistance</p> <p>Staff Comments/Conditions: Same level as last year with cost of living increase for operating expenses. Staff recommend approval of the grant and encourage the group to connect with Multi-Cultural Helping House and Richmond Multicultural Community Services to explore potential community partnerships and service delivery opportunities as well as seek other potential funding sources to support capacity building.</p>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Family Services of Greater Vancouver		
2.	Grant Request: \$46,600	Proposal Title: Richmond Counselling, Support & Therapeutic Education Program	
	Number to be Served: 243	How many will be Richmond residents? 181	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>2</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): This current grant request will be used to continue the counselling, support and therapeutic education program that Family Services (FSGV) has provided in the city of Richmond for the last 33 years. This program offers individual, family and group counselling and is fully accredited by CARF International. The FSGV Counselling, Support and Education program serves clients of all ages, family configurations and income groups, addressing a wide spectrum of concerns including parenting issues, emotional and behavioural difficulties in children and youth, family conflict, relationship difficulties, settlement, loss and grief. This program prioritizes and works primarily with residents of Richmond. This program is preventative in nature, unique to Richmond, and works in partnership with other Richmond agencies. It is accessible to people who cannot afford private counselling and who do not qualify for any other services.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption):		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 21,454,696	\$ 21,895,894
	Total Expenses	\$ 21,662,103	\$ 21,993,325
	Annual Surplus or (Deficit)	\$ -207,407	\$ -97,431
	Accumulated Surplus or (Deficit)	\$ 876,673	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: see Attachment 1 for explanation	Please explain: see Attachment 1 for explanation
10.	Previous City Grant: Amount: \$46,600	Year: 2012	Use: Program operations (salaries, benefits, program expenses)
11.	Proposed City Grant Budget: 1. Use: Salaries, Wages, and Benefits Amount: \$37,052 2. Use: Office Rent Amount: \$ 2,641 3. Use: Supplies, Equipment Amount: \$ 1,301 4. Use: Telephone, Photocopy Amount: \$ 946 5. Use: IT, Travel, Prof. Dev., Admin. Amount: \$ 4,860 Total City Grant Request: \$46,600 Other Funding Sources for this Proposal: 1. Source: UWM Amount: \$ 25,018 Purpose: Program operations 2. Source: Fundraising/Gaming Income Amount: \$ 13,000 Purpose: Program operations 3. Source: FSGV additional revenue Amount: \$ 20,000 Purpose: Program operations Total Proposed Budget: \$104,618		

12.	For Staff Use Only <u>LS</u>	
	<p>Recommended Grant: <u>\$46,600</u></p> <p>Year <u>2</u> of <u>3</u> Multi-year Funding Cycle</p> <p>Purpose: Richmond Counseling, Support & Therapeutic Education Program</p>	<p>Staff Comments/Conditions: Same level as last year for individual, family and group counseling service.</p>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.

All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Heart of Richmond AIDS Society		
2.	Grant Request: \$ 15,000	Proposal Title: Office and Administrative Operations	
	Number to be Served: 1900	How many will be Richmond residents? 1870	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year 1 of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): To provide a wide range of support services and programs for person with HIV/AIDS and their families and caregivers. To provide education and prevention services to the community in general as well as all high school students in Richmond. To provide drop in as well as meal programs and supplemental health funding to HIV positive persons. The office provides information and referral for HIV testing. The office administrative operations are the base for all of these activities and allow us to provide a wide range of support services for persons with HIV/AIDS and their families and caregivers.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): We have gratefully used the board room at City Hall for a meeting in 2012.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 160,000	\$ 197,000
	Total Expenses	\$ 181,500	\$ 197,000
	Annual Surplus or (Deficit)	\$ (21,500)	\$ 0
	Accumulated Surplus or (Deficit)	\$ 7,545	\$ 7,545
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Increase in rent, insurance and staffing costs	Please explain: Challenging budget; increase in costs
10.	Previous City Grant: Amount: 10,000	Year: 2012	Use: Office Rent
11.	Proposed City Grant Budget: 1. Use: Office Rent Amount: 10,000 2. Use: Telephone/Internet Amount: 2,000 3. Use: Insurance Amount: 2,000 4. Use: Volunteer coordination/support Amount: 500 5. Use: Phone referral/youth testing info. Amount: 500 Total City Grant Request: 15,000 Other Funding Sources for this Proposal: 1. Source: BC Gaming Amount: 9,000 Purpose: Rent/insurance 2. Source: Vancouver Coastal Health Amount: 6,500 Purpose: Phone referral and drop in 3. Source: Heart and Soul Event Amount: 1,500 Purpose: Volunteer support Total Proposed Budget: 32,000		

12.	For Staff Use Only <u>DKB</u>
	<div> <div> Recommended Grant: <u>\$10,200</u> Year ____ of ____ Multi-year Funding Cycle Purpose: On-going Community service activities </div> <div> Staff Comments/Conditions: Same level as last year with cost of living increase. Staff recommend approval of the grant request. It is further recommended that additional funding sources be explored to support the development of an operations sustainability plan. </div> </div>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Integration Youth Services Society (IYSS)		
2.	Grant Request: \$30589.21	Proposal Title: IYSS 2012-13 City of Richmond Grant Application	
	Number to be Served: 6122	How many will be Richmond residents? 4238	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): IYSS is a non-profit organization dedicated to providing services that facilitate the personal growth of local youths. One of our pillar programs provides theatrical training and performing opportunities to children so that they can fully express their creativity on stage while developing a well-rounded character. We also have a combined program which allows youths to build their leadership, teamwork and communication skills through the participation in social research projects. We also have a unique program that offers youths a chance to visit impoverished regions of China and experience life in scarcity. Many young members have gained a greater appreciation for life from that program. Lastly, we also have a program which provides an electronic platform for youths to voice their opinions on controversies. Our target groups are youths and families. In short, IYSS is a pioneer for many innovative programs.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): N/A		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 65,877.25	\$ 100,000.00
	Total Expenses	\$ 80,827.19	\$ 100,000.00
	Annual Surplus or (Deficit)	\$ (15,149.94)	\$ 0
	Accumulated Surplus or (Deficit)	\$ (33,761.01)	\$ (33,761.01)
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Lack of funding and sponsors	Please explain:
10.	Previous City Grant: Amount: \$3,000 Year: 2011 Use:		
11.	Proposed City Grant Budget: 1. Use: Professional and admin. salary (FT) Amount: 8060 2. Use: Professional and admin. salary (PT) Amount: 7000 3. Use: Office Rent & Supplies Amount: 9693.06 4. Use: Telephone & Photocopying Amount: 1432.32 5. Use: Program Booklets for Promotion Amount: 4383.83 Total City Grant Request: 30589.21 Other Funding Sources for this Proposal: 1. Source: Amount: Purpose: 2. Source: Amount: Purpose: 3. Source: Amount: Purpose: Total Proposed Budget:		

12.	For Staff Use Only <u>ES/RT</u>	
	<p>Recommended Grant: <u>\$3,213</u></p> <p>Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: To support youth theatre programs.</p>	<p>Staff Comments/Conditions: Same level as last year with Cost of Living increase. Staff recommends grant money be used to support the Mustard Seed Theatre, which provides theatrical training and performing opportunities for children to express their creativity on stage.</p>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.

All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Minoru Seniors Society		
2.	Grant Request: \$5000.00	Proposal Title: Greenhouse Social	
	Number to be Served: 220	How many will be Richmond residents? 220	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>1</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Proposed activities: Intergenerational opportunity for seniors and youth to grow and harvest healthy produce to be donated to the local Food Bank. The work would include seeding, transplanting and harvesting in raised and accessible garden beds as well as a social component at the end of each session where refreshments and sharing would take place. Transportation would be provided to and from the Sharing Farm from allocated community centres. The sessions would have an emphasis on sharing and socializing between generations with an agri-educational component. Community benefits: strengthens communications, maximizes resources, expands services, increases cultural exchange, stimulates learning, increases socialization and social skills, increases emotional support, and enhances community interactions		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Facility use and staff support		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 396750.00	\$ 392050.00
	Total Expenses	\$ 392200.00	\$ 391400.00
	Annual Surplus or (Deficit)	\$ 4550.00	\$ 650.00
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Surplus is negligible.	Please explain: Surplus is negligible.
10.	Previous City Grant: Amount: N/A Year: N/A Use: N/A		
11.	Proposed City Grant Budget: 1. Use: Personnel (salaries and benefits) Amount: \$2800.00 2. Use: Volunteer support (recognition) Amount: \$450.00 3. Use: Supplies and equipment (bus & tools) Amount: \$850.00 4. Use: Program materials (refreshments) Amount: \$900.00 5. Use: Amount: Total City Grant Request: \$5000.00 Other Funding Sources for this Proposal: 1. Source: Minoru Seniors Society Amount: \$500.00 Purpose: Promotions and administrative support 2. Source: Amount: Purpose: 3. Source: Amount: Purpose: Total Proposed Budget: \$5500.00		

12.	For Staff Use Only: <u>AH/SD</u>	
	<p>Recommended Grant: <u>\$2,500</u> Year <u>1</u> of <u>3</u> Multi-year Funding Cycle</p> <p>Purpose: Applied for partial funding toward intergenerational Greenhouse Social project.</p>	<p>Staff Comments/Conditions: Staff recommend that Minoru Seniors Society seek additional funders to joint fund this program prior to future applications, as per program guidelines.</p>



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Multicultural Helping House Society		
2.	Grant Request: \$45,505	Proposal Title: Health & Wellness Program for Seniors & LIC/TFW in Richmond	
	Number to be Served: 150	How many will be Richmond residents? 124 (80 + caregivers & 50+ seniors)	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: March 2013 End: March 2014		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): MHHS continually seeks funding for the Innovative Health & Wellness Program for seniors and live-in caregivers/temporary foreign workers in Richmond. Seniors faced health and safety challenges, hence, increasingly important to help them become active and make healthy life choices. In the same way, live-in caregivers/temporary foreign workers who experienced family separation for a long-time need support. The Society intends to provide continuous support on this population group based on the premise that the earlier a person is help, the more prepared and psychologically sound they will be in their efforts to get out from feelings of loneliness, depression and isolation. In partnership with Minoru Seniors Society and Richmond Seniors Network, more comprehensive programs will be provided and at the same time encourage more participation from diverse and multicultural groups who have not been reached out.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption):		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 855,733.00	\$ 631,731.00
	Total Expenses	\$ 855,774.00	\$ 631,632.00
	Annual Surplus or (Deficit)	\$ (41)	\$ 99
	Accumulated Surplus or (Deficit)	\$ (4785)	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain:	Please explain:
10.	Previous City Grant: Amount: \$8,000.00 Year: 2012 Use: Health and Wellness Program for Seniors & LIC in Richmond		
11.	Proposed City Grant Budget: 1. Use: Prof/Admin Salaries & Benefits Amount: \$32,735.00 2. Use: Professional Services Amount: \$ 3,200.00 3. Use: Volunteer Support Amount: \$ 600.00 4. Use: Program Support Amount: \$ 4,310.00 5. Use: Rent/Equipment/Supplies Amount: \$ 4,630.00 Total City Grant Request: \$45,505.00 Other Funding Sources for this Proposal: 1. Source: I-Remit & Minoru Senior Services Amount: \$ 3,000.00 Purpose: venue rental/membership 2. Source: Richmond Seniors Network Amount: \$ 2,000.00 Purpose: nutritional support for volunteers/facilitator 3. Source: MHHS Amount: \$12,770.00 Purpose: program support Total Proposed Budget: \$63,275.00		

12.	For Staff Use Only <u>DKB</u>	
	<p>Recommended Grant: <u>\$8,160</u> Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: On-going community service activities for seniors, live-in caregivers and temporary foreign workers.</p>	<p>Staff Comments/Conditions: Same level as last year with Cost of Living increase. In addition, Staff recommend that additional funding sources be explored to support the on-going sustainability of the programs that are offered.</p>



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Addiction Services Society		
2.	Grant Request: \$ 199,349	Proposal Title: Centre of Excellence in the Prevention of Gambling and Substance Misuse	
	Number to be Served: 5500	How many will be Richmond residents? 5500	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year 2 of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The City grant enables Richmond Addiction Services Society (RASS) to offer the continuum of prevention services in the City. Gambling and substance use prevention is occurring across the community, in partner agencies, public places and in schools. We aim to delay the onset of first use and reduce the harm if use has begun regardless if it is concerning a drug, gambling or internet gaming. We wish to raise awareness in the community regarding the consequences of problematic gambling and substance use and other addictive behaviours such as the overuse of the computer or the Internet. Increasing awareness in parents, children, grandparents and adults enables the community to learn how to communicate about these issues in safe ways where people can ask for help and support. Along with families, we build capacity in other professionals, teachers and community partners facilitating "every door is the right door".		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Use of city space for community based initiatives like Hockey Day in Richmond (Brighthouse Lacrosse Box)		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1 067 301	\$ 1 070 151
	Total Expenses	\$ 1 105 166	\$ 1 085 561
	Annual Surplus or (Deficit)	\$ (37 865)	\$ (15 410)
	Accumulated Surplus or (Deficit)	\$ 113 055	\$ 97 645
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Shortfall due to reduced annual funding	Please explain: Due to reduced annual funding
10.	Previous City Grant: Amount: 194 487 Year: 2011 Use: Prevention Services and Programs		
11.	Proposed City Grant Budget:		
	1. Use: Salaries	Amount: 166 421	
	2. Use: Rent	Amount: 10 617	
	3. Use: Program Expenses	Amount: 11 477	
	4. Use: Admin Costs	Amount: 10 834	
	5. Use:	Amount:	
	Total City Grant Request: 199 349		
	Other Funding Sources for this Proposal:		
	1. Source: VCH	Amount: 684 334	Purpose: Treatment and Prevention Programs
	2. Source: VCH-SMART	Amount: 28 000	Purpose: Richmond Youth Media Program
	3. Source:	Amount:	Purpose:
	Total Proposed Budget: 911 683		
12.	For Staff Use Only LS		
	Recommended Grant: \$198,377 Year 2 of 3 Multi-year Funding Cycle Purpose: To provide a continuum of education, prevention and awareness programming about gambling, substance misuse, and addictive behaviour.		Staff Comments/Conditions: Same level as last year with a Cost of Living increase. Funding is to be equally allocated to 1) problem gambling prevention and 2) substance misuse and other addictive behavior prevention.



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Amateur Radio Club (RARC)		
2.	Grant Request: \$8,000	Proposal Title: Improving preparedness and awareness	
	Number to be Served: 199,000	How many will be Richmond residents? 199,000	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): For the RARC to meet its objectives, additional funding is required to increase public awareness of Amateur Radio through greater contact with community groups, and perform ongoing maintenance on the Society's communication equipment to improve operational readiness. Resources will be required to produce public relations collateral (e.g. Information handouts and signage at events) and acquire materials for upkeep and updating equipment. Adequate funding to enable the fulfillment of these two objectives will allow RARC to better inform and educate the public on the role of Amateur Radio in the community, and become better prepared when providing assistance in the provision of communication services at the request of community groups and the City of Richmond.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Use of room in Steveston Community Centre for club meetings and radio courses Use of City Works Yard for parking communications trailer		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1574.63	\$ 1766.00
	Total Expenses	\$ 1665.54	\$ 1756.00
	Annual Surplus or (Deficit)	\$ 80.91	\$ 0.00
	Accumulated Surplus or (Deficit)	\$ 1966.98	\$ 1966.98
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Reserve funds for unexpected equipment repairs and replacement	Please explain: Maintain reserve funds for unexpected equipment repairs and replacement
10.	Previous City Grant: Amount: \$1000.00 Year: 2010 Use: equipment repairs and upgrades		
11.	Proposed City Grant Budget:		
	Equipment repair and upgrade	Amount: \$ 5000.00	
	1. Use: Supplies and spare parts	Amount: \$ 1000.00	
	2. Use: Public relations collateral and handouts	Amount: \$ 1000.00	
	3. Use: Volunteer support equipment	Amount: \$ 1000.00	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$ 8000.00		
	Other Funding Sources for this Proposal:		
	1. Source:	Amount:	Purpose:
	2. Source:	Amount:	Purpose:
	3. Source:	Amount:	Purpose:
	Total Proposed Budget:		
12.	For Staff Use Only (RT / ES)		
	Recommended Grant: \$1,500		Staff Comments/Conditions: Recommendation is to use money for equipment repair and upgrade because radios are sometimes used in emergency situations.
	Year ____ of ____ Multi-year Funding Cycle		
	Purpose: To raise community awareness about amateur radio and to provide ongoing maintenance to existing equipment.		



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Bethel Church		
2.	Grant Request: \$5,000	Proposal Title: Food For Life	
	Number to be Served: about 180	How many will be Richmond residents? about 175	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Richmond Bethel Church operates a free community dinner on Wednesday evenings during the months of September to June inclusive. We provide a satisfying, nutritious meal with drinks and dessert to anyone who comes, but the vast majority of our clients are the needy, homeless, new immigrants and elderly. Food For Life also provides a venue for social interaction that our clients may not find elsewhere. Additionally, if anyone presents a specific need such as clothing, shelter, transportation, or other assistance, Richmond Bethel Church members will try to fulfill them. Our Food For Life program is a way for us to build greater inclusiveness and community in Richmond.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): permissive tax exemption		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 383,717	\$ 322,760
	Total Expenses	\$ 367,936	\$ 342,138
	Annual Surplus or (Deficit)	\$ (4,219)	\$ (19,378)
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: repayment of loan for new roof	Please explain: continued repayment of new roof loan
10.	Previous City Grant: Amount: N/A	Year:	Use:
11.	Proposed City Grant Budget: 1. Use: purchase of food products/ingredients Amount: \$5,000 2. Use: Amount: 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$5,000 Other Funding Sources for this Proposal: 1. Source: Dream Auction Amount: \$2,500 Purpose: purchase of food products/ingredients 2. Source: Richmond Bethel Church Amount: \$11,500 Purpose: food purchase and kitchen supplies 3. Source: Amount: Purpose: Total Proposed Budget: 19,000		
12.	For Staff Use Only: SD / AH Recommended Grant: \$2,500 Year ____ of ____ Multi-year Funding Cycle Purpose: Funding for "Food for Life" community dinner.		
	Staff Comments/Conditions: Funding to be used for purchase of food products/ingredients.		



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Carefree Society		
2.	Grant Request: \$5000.00	Proposal Title: Richmond Carefree Society Children's Playgroup	
	Number to be Served: 16	How many will be Richmond residents? All	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Richmond Carefree Society provides support for local families with special needs by providing a twice weekly playgroup for children ages 6 months to 3 years. Committed to helping Richmond families who may be at risk, the Children's Playgroup provides social stimulation, age appropriate activities and weekly music therapy for infants and toddlers who have a special need, or have a family member that needs extra support. This may include parents of multiples or families with a member with health concerns or mental health challenges. Operating since 1989 with the loving care of volunteers, Richmond Carefree Society provides children with a safe and friendly environment to grow and learn, while allowing their parents a much-needed break. In order to ensure that all qualifying families are able to participate, Richmond Carefree Society provides safe transportation for the children to and from the program for those requiring the service.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Use of East Richmond Hall at no cost; transportation and music therapy subsidy		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 14,582	\$ 14,520
	Total Expenses	\$12,129	\$ 14,431
	Annual Surplus or (Deficit)	\$ 2,453	\$ 89
	Accumulated Surplus or (Deficit)	\$ 9,776	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Accumulated surplus will be applied to increased cost in current fiscal.	Please explain:
10.	Previous City Grant: Amount: \$5000 Year: 2012 Use: Insurance, Music Therapy, program supplies/equipment		
11.	Proposed City Grant Budget: 1. Use: Insurance Amount: \$1400 2. Use: Program Supplies/Equipment Amount: \$2500 3. Use: Coordinator contact fee Amount: \$1100 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$5000 Other Funding Sources for this Proposal: 1. Source: Gaming Amount: \$5000 Purpose: Transportation, program supplies, etc. 2. Source: Variety Club Amount: \$5000 Purpose: Program Coordinator fee, program costs 3. Source: Researching other sources Amount: Purpose: As above Total proposed Budget: \$14,431		
12.	For Staff Use Only ES Recommended Grant: \$5,000 Year ____ of ____ Multi-year Funding Cycle Purpose: Full grant amount recommended for operating assistance to support children's playgroup in high demand for families with special needs.		
	Staff Comments/Conditions: Same level as last year for operating expenses. GP - 103		



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Family Place Society		
2.	Grant Request: \$24,000	Proposal Title: Richmond Family Place Programs	
	Number to be Served: 8,800	How many will be Richmond residents? 99%	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>2nd</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Richmond Family Place Society (RFP) is seeking funding to support its operating costs. RFP works to ensure that every child in Richmond reaches their full potential by providing a wide array of preventative services and support programs to families with children birth to 12 years of age living in Richmond. These programs are delivered at 14 different sites throughout Richmond. The essence of a Richmond Family Place is to promote community initiatives, enhance the parenting skills of caregivers, provide children opportunities to learn the skills they need, and to support the family as a whole. Families are also given information about other community resources.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): subsidized rent of Debeck House and free use of community centers and libraries, permissive tax exemption		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 922,119	\$ 862,725
	Total Expenses	\$ 895,253	\$ 854,492
	Annual Surplus or (Deficit)	\$ 26,866	\$ 8,233
	Accumulated Surplus or (Deficit)	\$ 40,443	\$ 48,676
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Proper fiscal management	Please explain: proper fiscal management
10.	Previous City Grant: Amount: 24,000	Year: 2012	Use: operating costs
11.	Proposed City Grant Budget:		
	1. Use: Administrative salaries	Amount: 20,000	
	2. Use: Equipment	Amount: 1,000	
	3. Use: Heat	Amount: 1,000	
	4. Use: Telephone	Amount: 2,000	
	5. Use:	Amount:	
	Total City Grant Request: 24,000		
	Other Funding Sources for this Proposal:		
	1. Source: Government Funding	Amount: 314,059	Purpose: family resource programs
	2. Source: Foundations, grants, donations	Amount: 425,566	Purpose: family resource programs
	3. Source: Earned revenue	Amount: 99,100	Purpose: family resource programs
	Total Proposed Budget: 838,725		
12.	For Staff Use Only <u>LS</u>		
	Recommended Grant: \$24,000 Year <u>2</u> of <u>3</u> Multi-year Funding Cycle Purpose: To support operating costs for preventative and support services to families		Staff Comments/Conditions: Same level as last year for full amount requested.

GP - 104



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Food Security Society		
2.	Grant Request: \$ 5,000	Proposal Title: Stir it Up Youth Program	
	Number to be Served: 30	How many will be Richmond residents? 30	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The Stir it Up (SIP) Youth Kitchen has been operational for two years and has made meaningful impact among youth at risk in the City of Richmond by developing skills around cooking, food security and strengthening life skills. Through weekly cooking sessions, at a supportive, positive space, accessible by transit, youth gain life skills addressing many issues facing this group such as: absenteeism, emotional and social skills, lack of food skills, and reports of empty food cupboards at home. A facilitator guides the program and develops menus, purchases ingredients, and guides youth in food skills (e.g. food preparation, cooking, cleaning, purchasing, and making healthy food choices). In addition, enough food is made that youth get a chance to eat that evening and to take leftovers home. Youth that attend get connected with youth workers and establish a strong peer support network giving a solid base to succeed in life.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Kitchen space - Steveston Community Centre, 3hrs/week. Youth worker - 3hrs/week.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 96,951.04	\$ 92,560
	Total Expenses	\$ 72,089.44	\$ 92,560
	Annual Surplus or (Deficit)	\$ 24,861.60	\$ 0
	Accumulated Surplus or (Deficit)	\$ 24,861.60	\$ 0
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Earmarked funds for other RFSS programs	Please explain:
10.	Previous City Grant: Amount: 4000	Year: 2012	Use: Stir it Up Youth Kitchen
11.	Proposed City Grant Budget: 1. Use: Facilitator salary Amount: \$4000 2. Use: Food supplies Amount: \$1000 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$5000 Other Funding Sources for this Proposal: 1. Source: Gilmore Park Dream Auction Amount: \$1500 Purpose: Facilitator time/food purchases 2. Source: Sharing Farm Society Amount: \$1000 Purpose: Food purchases 3. Source: Amount: Purpose: Total Proposed Budget: \$7500		
12.	For Staff Use Only: SD/AH Recommended Grant: \$4,080 Year ____ of ____ Multi-year Funding Cycle Purpose: Funding for the operation of the "Stir it Up" youth kitchen program.		
	Staff Comments/Conditions: Same level as last year plus a cost of living increase. GP - 105		



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Hospice Association		
2.	Grant Request: \$30,000	Proposal Title: Hospice Palliative Support Programs and Resources for Richmond residents	
	Number to be Served: 975	How many will be Richmond residents? All will be Richmond residents	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Fund 2 part time staff positions at risk of being lost which are critical to the delivery of hospice palliative support in the city. Our services are available to all Richmond residents. These positions provide volunteer management, scheduling in all settings as well as support and recognition for our volunteers, Hospice palliative volunteer training programs (2 thirty hour programs annually), telephone support. We train all of the hospice palliative volunteers in Richmond. Included are group facilitation of all of our group programs, 5, six week support groups, 3 ongoing monthly drop in support groups, weekly walking and relaxation groups, community education programs and our new library program. All of our programs are free of charge in keeping with the mandate of the Canadian Hospice Palliative Care Association. Referrals are received from medical professionals, other social service agencies and by word of mouth.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): None		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 62,836	\$ 70,250
	Total Expenses	\$ 79,720	\$ 87,698
	Annual Surplus or (Deficit)	\$ (16,884)	\$ (17,448)
	Accumulated Surplus or (Deficit)	\$ (42,284)	\$ (59,732)
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Loss of VGH Funding not yet replaced	Please explain: Funding avenues being explored
10.	Previous City Grant: Amount: 6,500	Year:	Use:
11.	Proposed City Grant Budget: 1. Use: 2 part time salaries and benefits Amount: 24,000 2. Use: Volunteer Support Amount: 2,500 3. Use: Telephone and Internet Amount: 1,000 4. Use: program materials and photocopying Amount: 1,000 5. Use: Training and Workshops Amount: 1,500 Total City Grant Request: 30,000 Other Funding Sources for this Proposal: 1. Source: BC Gaming (in process) Amount: 50,000 Purpose: administration and overhead 2. Source: Amount: Purpose: 3. Source: Amount: Purpose: Total Proposed Budget: 80,000		
12.	For Staff Use Only: SD/AH Recommended Grant: \$7,000 Year ____ of ____ Multi-year Funding Cycle Purpose: Partial funding toward two part time positions.		
	Staff Comments/Conditions: This organization needs to continue to seek alternate sources of funding and provide details of such in future City grant applications, as per program guidelines.		



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Mental Health Consumer and Friends' Society		
2.	Grant Request: \$8,980.00	Proposal Title: Infra-Structure Building for Volunteer Program	
	Number to be Served: 200	How many will be Richmond residents? 190 – almost all are from Richmond	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The target group for the proposal is mental health consumers who are volunteers with our organization. Our purpose is to encourage the group to move ahead in their lives by acquiring skills that may help them in daily living or in a workplace. In order to facilitate this process we would like to hire, on a part time basis, an administrative support staff who is currently a volunteer.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): n/a		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$523,935.09	\$506,640.55
	Total Expenses	\$520,167.03	\$504,769.68
	Annual Surplus or (Deficit)	\$ 3,768.06	\$ 1,880.87
	Accumulated Surplus or (Deficit)	\$ 3,768.05	\$ 0.00
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Housing subsidy surplus.	Please explain: Not allocated yet.
10.	Previous City Grant: Amount: \$3,500.00 Year: 2011/12 Use: same program		
11.	Proposed City Grant Budget: 1. Use: Wages/Benefits Amount: \$ 8,740.00 2. Use: Travel Amount: \$ 45.00 3. Use: Cell Phone Amount: \$ 195.00 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$ 8,980.00 Other Funding Sources for this Proposal: 1. Source: SMART Amount: \$1,386.00 Purpose: 2. Source: n/a Amount: Purpose: 3. Source: n/a Amount: Purpose: Total Proposed Budget: \$10,366.00		
12.	For Staff Use Only <u>KR</u>		
	Recommended Grant: \$3,570 Year 1 of 3 Multi-year Funding Cycle Purpose: Infrastructure building for volunteer program		Staff Comments/Conditions: Same level as last year with a Cost of Living increase. The organization is encouraged to seek other funding sources to support this position. GP - 107



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Multicultural Community Services		
2.	Grant Request: \$15,000	Proposal Title: RMCS Capacity Building	
	Number to be Served: 8000	How many will be Richmond residents? 5500	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year 2 of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The City grant will be used to subsidize administrative positions and support the core operating functions of RMCS maximizing organizational capacity and allowing us to: identify and meet the unique needs of the growing immigrants and refugee communities of Richmond; assist newcomers with their settlement and integration process; assist newcomers to become familiar with Canadian culture and become contributing members of the community; develop new cohesive programs and services in partnership with community organizations; develop strategies to assist the City of Richmond to become more welcoming and inclusive of newcomers; and, provide diversity and cross-cultural education and awareness. All these activities will work towards realizing the vision "For the City of Richmond to be the most appealing, livable, and well managed community in Canada."		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): n/a		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1,190,000	\$ 738,260
	Total Expenses	\$ 1,232,000	\$ 738,260
	Annual Surplus or (Deficit)	\$ Not finalized yet	\$ n/a
	Accumulated Surplus or (Deficit)	\$ Not finalized yet	\$ n/a
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Deferrals & Adjustments need to be made yet	Please explain:
10.	Previous City Grant: Amount: \$10,000	Year: 2012	Use: Administrative Salaries and Benefits
11.	Proposed City Grant Budget: 1. Use: Administrative Salaries/Benefits Amount: \$15,000 2. Use: Amount: 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$15,000 Other Funding Sources for this Proposal: 1. Source: RMCS Amount: \$4,000 Purpose: Administrative Salaries/Benefits 2. Source: United Way Amount: \$19,000 Purpose: Administrative Salaries/Benefits 3. Source: Amount: Purpose: Total Proposed Budget: \$38,000		

12.	<p>For Staff Use Only <u>DKB</u></p> <p>Recommended Grant: <u>\$10,200</u></p> <p>Year <u>2</u> of <u>3</u> Multi-year Funding Cycle</p> <p>Purpose: Group operating assistance.</p>	<p>Staff Comments/Conditions: Same level as last year with Cost of Living increase. The grant is to support core operating functions of RMCS to maximize organizational capacity to meet identified community needs in Richmond.</p>
-----	--	--



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Poverty Response Committee		
2.	Grant Request: \$ 5,000	Proposal Title: Richmond Rental Connect – Phase 2 – Housing Registry	
	Number to be Served:	How many will be Richmond residents? All	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Please see attached document - Part 7: 2013 Grant Application Summary Sheet		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Rent fee for the Richmond Cultural Centre was waived June 20, 2012 event		
9.	Your Society's Total Budget	Most Recent Completed Year (2011) (e.g., Audited Financial Statement)	Budget for Current Year 2012
	Total Revenue	\$ 23,190	\$ 25,000
	Total Expenses	\$ 9,735	\$ 25,000
	Annual Surplus or (Deficit)	\$ 13,455	\$ 00
	Accumulated Surplus or (Deficit)	\$ 00	\$ 00
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Funds received for Rental Connect for use in 2012	Please explain:
10.	Previous City Grant: Amount: \$5,000 Year: 2012 Use: group operating assistance and community service		
11.	Proposed City Grant Budget: see attached budget		
	1. Use: Wages, Project Coordinator	Amount: \$2,500	
	2. Use: Wages, Housing Registry Coordinator	Amount: \$2,500	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$5,000		
	Other Funding Sources for this Proposal:		
	1. Source: Richmond Food Bank	Amount: \$5000	Purpose: office space and storage
	2. Source: RBC/Dominion Securities	Amount: \$2000	Purpose: bookkeeping, financial administration
	3. Source: TD Canada Trust	Amount: \$5,000	Purpose: wages, Housing Registry Coordinator
	Total proposed Budget: \$ 17,000		Purpose: workshops, marketing and honorariums
12.	For Staff Use Only: AH/SD		
	Recommended Grant: \$5,000 Year ____ of ____ Multi-year Funding Cycle		Staff Comments/Conditions: Same level as last year for full amount requested. Staff to remind RPRC that #7 is to be completed, rather than refer to attachments.
	Purpose: Funding is for Phase 2 of the Housing Registry for tenants and landlords including ongoing orientation and workshops.		



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Society for Community Living		
2.	Grant Request: \$18,000	Proposal Title: Family Resource Program	
	Number to be Served:	How many will be Richmond residents?	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>1</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): <p>The RSCL Family Resource Program provides information, resources and support to families that face the extraordinary circumstances that come with having a loved one who has a developmental disability. The Family Resource Coordinator provides referrals for families to access services and programs offered by community partners and can act as an advocate for the family to ensure appropriate continuum of care. Recognizing the need for support over the life-course, the Family Resource Program provides assistance to families and individuals with a developmental disability during all of life's transitions, resulting in the improvement in the quality of life for the individuals and the improved well-being of the family unit.</p> <p>The Family Resource Coordinator also supports adults living with developmental disabilities by coordinating a Self-Advocates group which meets regularly to offer an opportunity for individuals to socialize and to participate in workshops designed to improve life skills and sense of belonging. Topics include nutrition, safety in the community and online and other health-related topics. In Spring of 2012, the Family Resource Coordinator broadened this program to include a weekly Peer Social Group which provides the opportunity for young adults with autism spectrum disorder to ease the transition from high school by creating a social network in the community.</p> <p>The Family Support Coordinator provides information about supports and services available locally and provincially; and aids families and individuals during significant transitions. The Family Support Program aims to assist families through periods of transition that are not limited to times of crisis. The program provides family-to-family networking, training and information sessions for family members and individuals with a developmental disability in the community, as well as opportunities for parents to share their experiences and important information with others.</p> <p>Through the Family Resource Program, health care partners and other social service providers in Richmond are able to communicate with one person who can facilitate the connections for families with other specialized and generic services and supports. This creates efficiency in the referral process between organizations and consistency for families who require multiple forms of support. In addition, the Family Resource Program promotes the partnership of other like-minded organizations through a series of workshops which provide information on a range of disability-related topics.</p>		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): <p>RSCL currently receives tax exemption for five residential properties which are part of RSCL's Residential Program and are home to eleven adults with developmental disabilities. In addition, RSCL leases child care space through the City of Richmond for \$1/year to operate Treehouse early Learning Centre which provides day care and preschool to 30 children ages 30 months to five years. Further, each year the City of Richmond waives the rental fee for King George Park and provides use of a City BBQ for reduced rate to support RSCL's annual Family Picnic.</p>		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 9,721,577.00	\$9,966,945.26
	Total Expenses	\$ 9,689,678.00	\$9,993,228.44
	Annual Surplus or (Deficit)	\$ 30,100.00	\$(26,283.18)
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Surplus will be applied to reserves	Please explain: Deficit will be covered by capital reserves

GP-111

10.	Previous City Grant: Amount: \$14,000	Year: 2012	Use: Family Resource Program
11.	Proposed City Grant Budget: 1. Use: Salaries and benefits Amount: \$14,400 2. Use: Utilities and telephone Amount: \$ 1065 3. Use: Photocopying Amount: \$ 860 4. Use: Mileage Amount: \$ 175 5. Use: Workshops Amount: \$ 1,500 Total City Grant Request: \$18,000 Other Funding Sources for this Proposal: 1. Source: BC Gaming - Direct Access Amount: \$13,000 Purpose: Salaries and expenses 2. Source: Coast Capital Savings Amount: \$ 4,000 Purpose: Peer Social Group 3. Source: RSCL Amount: \$ 4,000 Purpose: In-kind rent and admin support Total proposed Budget: \$39,000		
12.	For Staff Use Only <u>RT</u> Recommended Grant: \$14,280 Year 1 of 3 Multi-year Funding Cycle Purpose: To support the Family Resource Program and reflect an increased need for its services.		
	Staff Comments/Conditions: Same level of funding as last year plus Cost of Living increase.		



City of Richmond

2013 Grant Application Summary Sheet

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Women's Resource Centre		
2.	Grant Request: \$52,000	Proposal Title: City of Richmond Grant	
	Number to be Served: 6141	How many will be Richmond residents? 6141	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year 1 of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	<p>Summary of Request (including proposed activities, target group(s), community benefit):</p> <p>The RWRC is the only women's centre in Richmond. Our mission statement is, "To provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential." We provide support and programs that empower women. Our primary role is to enable women to obtain the assistance they need, which increases their well-being and the well-being of their families. Many women we help come back to volunteer and help other women, thus giving back to the community.</p> <p>The RWRC acts as an advocate, speaking out on issues that affect women disproportionately, such as violence, poverty, childcare, affordable housing and access to legal service.</p>		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): N/A		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 220,661	\$ 163,950
	Total Expenses	\$ 202,522	\$ 163,950
	Annual Surplus or (Deficit)	\$ 18,139	\$ 0
	Accumulated Surplus or (Deficit)	\$ 18,139	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Received additional funding/year end Mar.2012	Please explain:
10.	Previous City Grant: Amount: 15,000 Year: 2012 Use:		
11.	<p>Proposed City Grant Budget:</p> <p>1. Use: Supplement Wages Amount: 33,854</p> <p>2. Use: Office Rent Amount: 13,520</p> <p>3. Use: Telephone/Equipment/Photocopy Amount: 1,560</p> <p>4. Use: Others (bookkeeping/ bank charges) Amount: 1,280</p> <p>5. Use: Materials to run programs Amount: 1,986</p> <p style="text-align: right;">Total City Grant Request: 52,000</p> <p>Other Funding Sources for this Proposal:</p> <p>1. Source: BC Gaming Grant Amount: 83,000 Purpose: to support the cost of running programs</p> <p>2. Source: Vancity Grant (pending) Amount: 10,000 Purpose: to support the Work Ready program</p> <p>3. Source: Literacy Grants Amount: 4,000 Purpose: to support literacy and cost of programs</p> <p style="text-align: right;">Total Proposed Budget: 97,000</p>		

12.	For Staff Use Only <u>LS</u>	
	<p>Recommended Grant: <u>\$15,300</u></p> <p>Year <u>1</u> of <u>3</u> Multi-year Funding Cycle</p> <p>Purpose: Operating assistance, primarily to supplement wages.</p>	<p>Staff Comments/Conditions: Same level as last year with Cost of Living increase.</p>



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Richmond Youth Service Agency Society		
2.	Grant Request: \$ 12500	Proposal Title: Richmond Youth Center	
	Number to be Served:	How many will be Richmond residents?	
3.	Grant Program: <input type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): The grant would be used to support part of the Richmond Youth Centre (RYC) support worker position that will operate the centre, organize activities, and work towards the recreational, inter generational, learning, leadership and volunteer goals and activities of the centre. This position will focus on the middle childhood age participants and clients. The position will be supported through additional partnerships and funding to target older youth. The benefits of this grant will include increased positive out of school activities, opportunities for social learning for children and youth, increased recreational opportunities, promotion of health and wellness for kids involved, opportunities for skill development for youth, support for career and life exploration, increased community connection, increased awareness for youth about social issues and supporting success for children and youth at school.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): None		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1,562,318	\$ 1,378,103
	Total Expenses	\$ 1,531,294	\$ 1,378,103
	Annual Surplus or (Deficit)	\$ 21,025	\$ 0
	Accumulated Surplus or (Deficit)	\$ 333,276	\$ 333,276
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Surplus restricted rental income/operating reserv	Please explain: operating reserve/restricted funds
10.	Previous City Grant: Amount: 12500 Year: 2011/12 Use: wages and benefits		
11.	Proposed City Grant Budget:		
	1. Use: Wages and benefits	Amount: 12500	
	2. Use:	Amount:	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request:		
	Other Funding Sources for this Proposal:		
	1. Source: Rogers	Amount: 112000	Purpose: staff wages, program costs
	2. Source: Vancity	Amount: 10000	Purpose: staff wages, program costs, tutoring costs
	3. Source: Gaming/UJW/Childrens Aid	Amount: 53000	Purpose: staff wages, rent, program costs, tutors
	Total Proposed Budget: 187,500		
12.	For Staff Use Only ES		
	Recommended Grant: \$12,500 Year 2 of 3 Multi-year Funding Cycle		Staff Comments/Conditions: Same level as last year for full amount requested.
	Purpose: To provide continued level of funding for the Richmond Youth Centre to support ongoing programs.		



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: St. Alban Anglican Church		
2.	Grant Request: \$20,000	Proposal Title: Community Meal, Extreme Weather Shelter and Drop-In Centre	
	Number to be Served: 300-500	How many will be Richmond residents? >95%	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): 1. Community Meal - offers a hot, nourishing weekly meal to 150+ women, children and men, many isolated and poor. Offers volunteer opportunities for over 130 individuals, including local service groups, high school students and businesses. 2. Extreme Weather Shelter - the only shelter in Richmond offering shelter and meals to the city's neediest women, children and men. Mandate is to save lives, by opening on the coldest night of the year, but we offer more: dignity, service referrals and community. 3. Drop-In Centre - A new initiative, opening five days a week starting Oct 2012. Identified as one of the top priorities for the city by the Richmond Homelessness Coalition. Provides a safe and welcoming place where the poor, the marginalized and isolated can feel welcomed and supported, socialize, talk in confidence with staff, and access services such as housing, employment,		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Mentorship and Support from Emergency Services team; Fire Safety training; city staff volunteer as servers at the Community Meal.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 165,120.72	\$ 168,790
	Total Expenses	\$ 234,808.36	\$ 233,888
	Annual Surplus or (Deficit)	\$ (69,487.64)	\$ (65,098)
	Accumulated Surplus or (Deficit)	\$ unavailable	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Donations down \$23K, expenses up \$46K	Please explain: Donations below expenses
10.	Previous City Grant: Amount: \$7,000 Year: 2011 Use: Food, Wages, Startup costs		
11.	Proposed City Grant Budget: 1. Use: Food Amount: \$2,000 2. Use: Wages Amount: \$10,000 3. Use: Rent Amount: \$8,000 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$20,000 Other Funding Sources for this Proposal: 1. Source: BC Housing Amount: \$20,000 Purpose: Wages, operational costs 2. Source: Great Canadian Gaming Corp Amount: \$15,000 Purpose: Renovations, rent, wages. 3. Source: Grants, Donations, Fundraising Amount: \$102,000 Purpose: Wages, food, utilities, renovations Total Proposed Budget: \$157,000		

12.	<p>For Staff Use Only: AH/SD</p> <p>Recommended Grant: <u>\$9,000</u> Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: Funding for the Community Meal Program, Extreme Weather Shelter, and Drop-in Centre.</p>	<p>Staff Comments/Conditions: Increased level to support the Drop-in Centre.: Community Meal Program – \$3,000 Extreme Weather Shelter – \$4,000 Drop-in Centre - \$2,000</p>
-----	---	---



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Touchstone Family Association		
2.	Grant Request: \$4000.00	Proposal Title: Street Smarts	
	Number to be Served: 80	How many will be Richmond residents? 100%	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): A community based program for at-risk-youth called "Street Smarts" was established in the community of Richmond in 2008 in response to a growing concern for street level gang violence amongst youth in the community. Many of the youth connected to Street Smarts have self-identified as having direct or peripheral involvement with street gangs. The aim of the program is to support youth to deconstruct the gang lifestyle and to offer support in transitioning from a "gang" oriented image and lifestyle to a self-image that is a reflection of their vision and higher goals that they have for themselves. The Street Smarts group runs twice a year, once in the fall/winter and once in the fall/spring. It also has a summer recreation component that provides recreational opportunities to troubled youth during the summer helping to keep them busy as well as connecting them to community.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): None		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 2,815,246	\$ 2,871,173
	Total Expenses	\$ 2,958,229	\$ 2,822,559
	Annual Surplus or (Deficit)	\$ (142,983)	\$ (149,286)
	Accumulated Surplus or (Deficit)	\$ 570,151	\$ 420,885
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Endowment Fund and Real estate disposal	Please explain: underfunded occupancy costs
10.	Previous City Grant: Amount: \$4000	Year: 2012	Use: Staff Support costs
11.	Proposed City Grant Budget:		
	1. Use: Program support costs, i.e. recreation	Amount: \$2000.00	
	2. Use: Food, bus tickets	Amount: \$1000.00	
	3. Use: Support Staff	Amount: \$1000.00	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$4000.00		
	Other Funding Sources for this Proposal:		
	1. Source: Ministry of Justice	Amount: \$70,000	Purpose: Staffing, wages/benefits
	2. Source: Touchstone Family Association	Amount: \$4000.00	Purpose: Space, phones, office, summer staff costs
	3. Source: Service Canada	Amount: \$3000.00	Purpose: Summer recreation staffing costs
	Total Proposed Budget: \$81,000.00		
12.	For Staff Use Only ES		
	Recommended Grant: \$4,000		Staff Comments/Conditions: Full grant amount recommended for Street Smarts program to support program expansion due to high demand.
	Year ____ of ____ Multi-year Funding Cycle		
	Purpose: Street Smarts program to support program expansion due to high demand.		



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Turning Point Recovery Society		
2.	Grant Request: \$12,500	Proposal Title: Domestic Violence Substance Abuse (DVSA) Program	
	Number to be Served: 200	How many will be Richmond residents? 125-150	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input checked="" type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: October 2012 End: N/A		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): <p>Turning Point is requesting funds to continue to provide our innovative Domestic Violence Substance Abuse (DVSA) counselling program to the residents in our men's and women's residential support recovery facilities in Richmond. The program will provide domestic violence screening, assessments, individual and group counselling services and interventions for victims of trauma and abuse, and to individuals with a history of anger. The program will focus on how substance abuse affects the cycle of violence.</p> <p>Turning Point will continue to partner with organizations in Richmond specializing in family violence for facilitation of group sessions. Victims will be referred for further advocacy and intervention as indicated. Requested funds will help to provide approximately 50 counselling groups and over 100 individual counselling sessions during the fiscal year. Over 200 individuals in Richmond will receive services through this grant and will acquire skills to aid in reducing recidivism and maintaining abstinence.</p> <p>The DVSA program enhances treatment outcomes and reduces recidivism by providing clients with skills and education to assist them in living violence free and safe in recovery. By stopping the cycle of abuse the DVSA program reduces the burden on the criminal justice system, policing, and health and social services. There are no other programs of this type operating in Richmond at this time.</p>		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Turning Point is leasing a house from the City of Richmond for the purposes of operating our Women's Residential Support Recovery program. The City has made significant investments to provide for necessary health and safety upgrades to prepare the house for use and provides ongoing support in the maintenance of the property and equipment not impacted by wear and tear.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$1,067,423	\$ 1,207,156
	Total Expenses	\$1,079,082	\$1,207,156
	Annual Surplus or (Deficit)	-\$11,659	\$ 0
	Accumulated Surplus or (Deficit)	\$ n/a	\$ n/a
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Funding changes with respect to Gaming grants & donations.	Please explain: No surplus or deficit has been projected for this FY.
10.	Previous City Grant: Amount: \$5,000.00	Year: 2012	Use: DVSA Program
11.	Proposed City Grant Budget:		
	1. Use: Contracted Professional Services	Amount: \$4,800	
	2. Use: Staffing Costs	Amount: \$3,500	
	3. Use: Materials, Equipment, Office Supplies	Amount: \$3,350	
	4. Use: Utilities	Amount: \$500	
	5. Use: Volunteer Training and Recognition	Amount: \$350	
	Total City Grant Request: \$12,500		

Summary Sheet Cont.		
Other Funding Sources for this Proposal:		
1. Source: Green Shield Social Surplus Program	Amount: \$5,000	Purpose: DVSA
2. Source: Face the World Foundation	Amount: \$15,000	Purpose: DVSA
3. Source: Self-pay Revenue, Richmond Health Contracts, Other	Amount: \$20,000	Purpose: DVSA
Total proposed Budget: \$52,500		
12.	For Staff Use Only <u>LS</u>	
Recommended Grant: <u>\$5,750</u> Year ____ of ____ Multi-year Funding Cycle N/A Purpose: To provide Domestic Violence Substance Abuse counseling to residents in residential support recovery facilities		Staff Comments/Conditions: Increased level to support need for program in both mens' and womens' facilities



This Summary Sheet will be provided to City Council for consideration.
All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization: Volunteer Richmond Information Services		
2.	Grant Request: \$40,000	Proposal Title: Volunteer Richmond Information Services Society Core Funding	
	Number to be Served: VRIS programs and services serve the whole Richmond community.	How many will be Richmond residents? VRIS programs and services serve the whole Richmond community.	
3.	Grant Program: <input checked="" type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input checked="" type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year <u>2</u> of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use. There are none.		
7.	Summary of Request (including proposed activities, target group(s), community benefit): Volunteer Richmond Information Services (VRIS) is a non-profit charitable society that has been operating in Richmond since 1972. For 40 years, Volunteer Richmond Information Services has been a leader in Richmond, "bringing people and services together through community information and volunteerism." VRIS contributes to an enhanced quality of life by: (1) Promoting the spirit of volunteerism in the community and coordinating the recruitment of volunteers, (2) Providing information and referral services to connect people with community services, and (3) Planning and implementing specific programs to meet identified needs in a changing community. We are requesting the City of Richmond grant to support core operating expenses and staff costs. The grant will support program development, enhancement and instruction expenses involved with running the community Volunteer Centre and Information Services, and the administrative service costs essential to our organization's charitable work. The result of this support is our ability to continue, enhance and maximize the quality and delivery of programs and services to the Richmond community, and to non-profit organizations in the form of volunteer recruitment and referral, training programs and resource materials. It allows us to build community capacity by promoting volunteerism and providing the community at large with information about available resources, thus connecting people with community services through quality information and referral programs. Services are available at our office in the Caring Place, by phone, on-line, through our ambassadors at Richmond Centre Mall and community events, and through our training and workshops.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): - For Richmond Christmas Fund: use of Toy Room at Brighthouse Pavilion and short-term parking spots at Brighthouse parking lot; loan of equipment from Emergency Social Services. - City Staff participate on committees such as volunteer advisory and information and referral - Use of City Hall meeting rooms 5-10 times in a year - In-kind printing of the nomination forms for Volunteers are Stars Awards and Gala - Child Care Resource & Referral Centre program received a Child Care Development Grant in August 2011 for capital items.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$1,116,199	\$1,167,220
	Total Expenses	\$1,108,247	\$1,167,220
	Annual Surplus or (Deficit)	\$7,952	\$0
	Accumulated Surplus or (Deficit)	\$50,270 unrestricted net assets	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: A modest surplus is necessary for stability and allows us to provide ongoing service.	Please explain:

10.	Previous City Grant: Amount: \$36,500 Year: 2012 Use: Salaries and benefits, office rent, computer support, telephone.		
11.	Proposed City Grant Budget: 1. Use: Salaries & benefits Amount: \$25,000 2. Use: Office rent Amount: \$8,000 3. Use: Computer support Amount: \$4,000 4. Use: Telephone Amount: \$4,000 5. Use: Volunteer recognition Amount: \$1,000 Total City Grant Request: \$40,000 Other Funding Sources for this Proposal: 1. Source: United Way of the Lower Mainland Amount: \$130,500 Purpose: Volunteer Centre, Caregivers Education & Support, Richmond Seniors Network 2. Source: Coast Capital Savings Amount: Unknown Purpose: Leadership Richmond 3. Source: Government of BC, Gaming Funds Amount: \$85,000 budgeted, unconfirmed Purpose: Volunteer Centre, Information & Referral, Richmond Christmas Fund Total proposed Budget: Agency budget 2013-2014: \$1,190,000		
12.	For Staff Use Only <u>ES</u>		
	Recommended Grant: <u>\$37,230</u> Year <u>2</u> of <u>3</u> Multi-year Funding Cycle Purpose: Funding for core operating expenses and staff costs to support ongoing programs.	Staff Comments/Conditions: Same level as last year with Cost of Living Increase.	

City of Richmond

2013 Grant Program Guidelines

For

Health, Social & Safety

and

Parks, Recreation & Community Events

Table of Contents

1. Overview.....	3
(i) City Grant Policy	3
(ii) Purpose.....	3
(iii) Principles.....	3
(iv) Goal.....	3
(v) Objectives	3
2. Program Funding.....	3
(i) Base Program Funding	3
(ii) Annual Cost of Living Increase	3
(iii) Unused Program Funds.....	3
3. Definitions.....	4
4. Eligibility.....	4
(i) Who Is Eligible.....	4
(ii) Who Cannot Apply	4
(iii) Purposes Eligible for Funding	4
(iv) Items Eligible For Funding	4
(v) Items Not Eligible For Funding.....	5
(vi) Grant Limitations	5
5. Application Assessment Criteria	5
(i) Key Assessment Criteria.....	5
(ii) Assessment Considerations	6
(iii) Less Favourably Considered Applications.....	6
(iv) Financial Statements.....	6
(v) User Pay Principle.....	6
(vi) Multi-Year Funding Criteria	6
6. The Grant Review Process	7
(i) The Grant Review Process	7
(ii) Program Guidelines and Application Forms	7
(iii) Application Deadline	7
(iv) Late Applications.....	7
(v) Staff Review	7
(vi) Council Review	7
7. Awarding of Grants	8
(i) Council Decision	8
(ii) Grant Disbursement.....	8
(iii) Reporting and Acknowledgement of Grant Benefits.....	8
(iv) Recuperation of Grant.....	8
(v) No Appeal	8
8. Further Information.....	8

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 and Community Events
- Separate programs exist for Arts and Culture, Child Care and Sport Hosting grants. Please see the City website (www.richmond.ca) 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 City 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 achieve Term Goals and adopted Strategies
- 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 returned to the City's General Revenue 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. 5)
- 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
- Annual 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)
- Child care purposes (the City has a separate Child Care Grant Program, see www.richmond.ca)
- 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
- An effort has been made to seek funding from sources other than the City and the applicant, and
- 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). 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 Application Forms

Program Guidelines and Application Forms will be posted on the City website (www.richmond.ca).

- These Guidelines apply to the Health, Social & Safety and Parks, Recreation and Community Events Grant Programs
- A simplified application form will be available for minor requests (\$5,000 or less), or year 2 or 3 of a multi-year funding cycle
- A longer application form will be 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) for dates.

(iv) Late Applications

Applications which miss the application 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 lead by staff in the respective divisions:
 - Health, Social and Safety (Community Social Services)
 - Parks, Recreation and 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 such information will be provided 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 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 increase, decrease 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 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 or contact the Community Services Department at 604-276-4000.

**City Grant Policy**

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).
2. Casino funding will be used to create three separate line items for these City Grant Programs in the annual City operating budget.
3. Each of the three City Grant Programs will receive an annual Cost of Living increase.
4. A City Grant Steering Committee consisting of a representative of Community Social Services, Arts and Culture and Parks and Recreation, 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 two streams of grant requests, (1) \$5,000 or less and (2) over \$5,000, whereby application requirements may be streamlined for requests of \$5,000 or less.
7. Only registered non-profit societies governed by a volunteer Board of Directors, requesting funding to serve primarily Richmond residents, are eligible.
8. Applicants may receive only one grant per year.
9. Applicants receiving City Grants for a minimum of the five most recent consecutive years will have the option of applying for a maximum three-year funding cycle.
10. Community Partner documents submitted to fulfill annual funding agreements with the City will be considered as part of grant application requirements.
11. 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.



Please complete this Application if you are applying for either the:

1. Health, Social & Safety Grant Program, or the
2. Parks, Recreation & Community Events Grant Program.

Please read the 2013 Grant Program Guidelines for these programs before completing this application (www.richmond.ca or available from the Information Counter, City Hall).

Separate programs exist for Arts and Culture, Child Care and Sport Hosting grants. Please see the City website (www.richmond.ca) for information about these programs.

SUBMISSION REQUIREMENTS

1. Please ensure that the following documents are attached to the back of your application:
 - ☐ Your organization's history, purpose, vision, goals and objectives
 - ☐ A list of the Board of Directors, Officers and Executive Directors including addresses and contact information
 - ☐ 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
 - ☐ Partnership documentation as requested in Section 4(2)
 - ☐ Previous City Grant Progress Report/Evaluation Plan, if applicable, including results to date
 - ☐ If applying for Year 2 or 3 of a multi-year grant cycle, please attach information regarding any changes since Year 1 that will impact grant use
2. Please do not include general information that does not pertain directly to your application (e.g., promotional brochures, annual reports).
3. Submissions should be on letter-size paper and three whole-punched. Please clip; do not bind.
4. Send **four complete sets of documentation (original plus three copies)** to the **Information Counter** at Richmond City Hall by the stated deadline.
5. Submissions that do not contain complete financial and budgetary information will be considered incomplete.
6. **Please Note: Late submissions will not be considered.**

APPLICATION PROCESS

1. If you have general questions regarding your application, please contact the Community Services Department, City of Richmond at 604-276-4000.
2. As part of the review process, a City staff member may contact you for further information.
3. Decisions regarding funding allocations within the City Grant Budget rest with Richmond City Council.
4. Following Council approval, each applicant will receive notification of Council's decision pertaining to the application.
5. The annual review and allocation of City grants may take three to six months.
6. **Please submit your application by 5:00 p.m., October 12, 2012 to:**

**The Information Counter
(City Grant Applications)**
Richmond City Hall
6911 No. 3 Road
Richmond, BC V6Y 2C1

SIGNATURES

Signatures of two signing officers of the Board of Directors, as well as the society contact, are required to indicate agreement that the information provided in this City Grant application, including all required documentation, is accurate, complete and endorsed by the organization.

Board of Directors:

Name	Title	Signature	Date
------	-------	-----------	------

Name	Title	Signature	Date
------	-------	-----------	------

Society Contact:

Name	Title	Signature	Date
------	-------	-----------	------

Organisation	Society No.	Charitable No.
--------------	-------------	----------------

Mailing Address

Telephone	E-mail
-----------	--------



This Summary Sheet will be provided to City Council for consideration.

All questions must be answered on this page (do not refer to attachments). Please type.

1.	Organization:		
2.	Grant Request: \$	Proposal Title:	
	Number to be Served:	How many will be Richmond residents?	
3.	Grant Program: <input type="checkbox"/> Health, Social & Safety <input type="checkbox"/> Parks, Recreation & Community Events		
4.	Purpose: <input type="checkbox"/> Group Operating Assistance, and/or <input type="checkbox"/> A Community Service (e.g., Program, Project, Event)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: End:		
6.	Are you applying for a multi-year funding cycle? (See Grant Program for eligibility requirements) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, this is for year ____ of a 3-year cycle Please attach information regarding any changes since Year 1 that will impact City Grant use.		
7.	Summary of Request (including proposed activities, target group(s), community benefit):		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption):		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$	\$
	Total Expenses	\$	\$
	Annual Surplus or (Deficit)	\$	\$
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain:	Please explain:
10.	Previous City Grant: Amount:	Year:	Use:
11.	Proposed City Grant Budget:		
	1. Use:	Amount:	
	2. Use:	Amount:	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request:		
	Other Funding Sources for this Proposal:		
	1. Source:	Amount:	Purpose:
	2. Source:	Amount:	Purpose:
	3. Source:	Amount:	Purpose:
	Total proposed Budget:		
12.	For Staff Use Only (Initials ____)		
	Recommended Grant: \$		Staff Comments/Conditions:
	Year ____ of ____ Multi-year Funding Cycle		
	Purpose:		



City of Richmond

2013 Grant Application

6911 No. 3 Road, Richmond, BC V6Y 2C1
www.richmond.ca

Complete this part of the application if you are applying for:

- ☐ Major Grant (over \$5,000) Amount: _____
☐ Year 1 of a 3-Year Grant Cycle (see Program Guidelines regarding eligibility)

For Grant requests of \$5,000 or less, or year 2 or 3 of a multi-year Grant Cycle, only pages 1 – 3 need to be submitted, with required attachments.

APPLICANT AND PROPOSAL INFORMATION

Please summarize the mandate of your organisation.

Please describe your grant proposal, including target group(s) and community benefit.

1. PREVIOUS CITY GRANT INFORMATION

(1) Has your organization ever received a Richmond City Grant before?

☐ Yes ☐ No

(2) If yes, when did you receive your most recent Richmond City Grant?

Year: _____ Amount: _____

(3) Has your organization ever received a Richmond City Grant under another name in the last 5 years?

☐ Yes ☐ No

If yes, Group Name: _____ Year: _____ Amount: _____

(2) Proposed Grant Budget – All Funders

Grant Proposal Funding	Amount	% of Total Budget
Total amount provided by your Society		
Total amount of City Grant Requested (as in #2(1) above)		
Total amount requested from other funders (Please complete #2(3) below)		
TOTAL BUDGET		100%

(3) Financial Assistance From Other Sources

If your Group is applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorships) regarding this grant proposal, please describe below.

Funder Name 1: _____

Amount: _____ Confirmed: ☐ Yes ☐ No

Details: How will the funding be used?

Funder Name 2: _____

Amount: _____ Confirmed: ☐ Yes ☐ No

Details: How will the funding be used?

Funder Name 3: _____

Amount: _____ Confirmed: ☐ Yes ☐ No

Details: How will the funding be used?

(4) Staff and/or Volunteers

This grant request will be used to fund the following staff and/or volunteer positions:

Staff	Number	Avg. Hrs/Week
Full-time employees		
Part-time employees		
Volunteers (excluding board members)		

(5) Do you require a grant for the full amount requested to implement the proposal? ☐ Yes ☐ No

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

(6) User Pay Principle

Will the people you intend to serve with the proposed program or service pay some fee to receive it?

☐ Yes If Yes, how much? \$ _____, per person, group

☐ No Why not?

(7) Membership

Do you charge society membership fees? ☐ Yes ☐ No If yes, how much per annum? _____

What is your society membership criteria? Please describe.

3. DEMONSTRATING COMMUNITY NEED AND BENEFITS

- (1) Community Need: Have you determined the need for this particular operating expense, program, etc.? ☐ Yes ☐ No

If yes, describe the method used to establish need and the results.

- (2) Target Populations: Please identify the PRIMARY populations your proposal will benefit

Primary Population(s) Served	Specific Target(s) (if applicable, e.g., immigrants, mental health)	Total # Served	# of Richmond Residents Served	Summary Paragraph How will your proposal benefit these residents?
<input type="checkbox"/> General Population				
<input type="checkbox"/> Neighbourhood (specify)				
<input type="checkbox"/> Children				
<input type="checkbox"/> Youth				
<input type="checkbox"/> Seniors				
<input type="checkbox"/> Families				
<input type="checkbox"/> Women				
<input type="checkbox"/> Other (specify)				

- (3) Identifying Community Benefits: Identify which City Grant Program benefits would be provided to the community and specify how. Please complete the table and attach information to the back of the application, if necessary.

Benefits to the Richmond Community	Key Benefits	Summary Paragraph How will your proposal provide these benefits?
<input type="checkbox"/> General Objectives		
Promoting the City's Vision "to be the most appealing, livable and well-managed City in Canada".	<input type="checkbox"/>	
Inclusion	<input type="checkbox"/>	
Voluntarism	<input type="checkbox"/>	
Wellness	<input type="checkbox"/>	
Innovation	<input type="checkbox"/>	
Build Capacity:		
• Individual	<input type="checkbox"/>	
• Organizational	<input type="checkbox"/>	
• Community	<input type="checkbox"/>	
Provide Sustainability:		
• Social	<input type="checkbox"/>	
• Economic	<input type="checkbox"/>	
• Environmental	<input type="checkbox"/>	
Other (specify)	<input type="checkbox"/>	

<input type="checkbox"/> Benefits to Applicant Organization		How will this proposal benefit your organization?
Improve Quality of Service	<input type="checkbox"/>	
Maximize Number Served	<input type="checkbox"/>	
Promote Partnerships	<input type="checkbox"/>	
Leverage Funding	<input type="checkbox"/>	
Support Stable, Capable Services	<input type="checkbox"/>	
Minimize Duplication of Services	<input type="checkbox"/>	
Other (specify)	<input type="checkbox"/>	

- (4) Measuring Community Benefits: Using the format below, please identify the goals, objectives, deliverables and outcome measurements of your proposal and attach information, as necessary.

Goals What do you hope to achieve?	Objectives How will you achieve the goals?	Deliverables What specific activities will you undertake to achieve the objectives?	Outcome measurement How will you measure results? (e.g., statistics, surveys)

- (5) Unique Service:
 Is a similar program, service or event already offered to Richmond residents by another organization? ☐ Yes ☐ No
 If yes, how is this program different? _____
 If yes, have you contacted the organization to see how you might work together? ☐ Yes ☐ No
 Results: _____

4. PARTNERSHIPS

- (1) Please identify any organizations you will partner with to deliver and ensure the success of your proposed grant use (for a definition of Partnership, see the 2013 Richmond Grant Program Guidelines, Section 1(vii)):

Partner Organizations (Partners may be contacted for clarification)	Partnership Roles and Activities (What will the Partner and your Society each contribute?)
Partnership 1	
Organization Name:	
Contact Name:	
Position:	
Phone: E-mail:	
Partnership 2	
Organization Name:	
Contact Name:	
Position:	
Phone: E-mail:	
Partnership 3	
Organization Name:	
Contact Name:	
Position:	
Phone: E-mail:	



**RCSAC | Richmond Community Services
Advisory Committee**

January 15, 2013

Attention: Richmond City Council

RE: 2011/2012 Community Social Services Survey Results and Comparative Summary

Please find attached a submission from the RCSAC of the 2011/2012 Community Social Services Survey Results and Comparative Summary. It is requested that the survey results be included in the 2013 Grant Review Report.

Please let us know if you have any questions or comments to share regarding the report.

Sincerely,

Rick Dubras

Co-Chair

Lisa Whittaker

Co-Chair



RCSAC | Richmond Community Services Advisory Committee

Community Social Services Survey

2011/2012 Summary and Highlights

Introduction:

The Community Social Services Survey was completed by RCSAC member agencies in August/September 2012. Four rounds of the survey have been completed and reported annually since 2009. The results of the survey constitute an important body of information that has traditionally been included in the RCSAC's annual report. This year the results are included in the grant report so that changes in funding and services can be considered alongside the results of the City of Richmond's grant program.

Survey questions remained the same in 2011 and 2012 with the exception of one added question in 2012. The 2011/2012 survey results are reported and a summary of findings including a year over year comparison is presented.

Process:

Information for this report was gathered through an on-line survey, hosted on the City of Richmond's website, open to the member agencies of the RCSAC. The survey was completed anonymously to maintain the confidentiality of the agency reporting their financial information.

The RCSAC is comprised of 31 member agencies, a City Staff Liaison, a City Council Representative, 2 Citizen Appointees and 2 Members at Large. See Appendix 1 for list of eligible agencies. A review of the membership determined that 20 of the member agencies would have relevant information to report that would be meaningful to the City of Richmond (highlighted agencies in Appendix 1).

In 2011 and 2012, of the 20 relevant member agencies, 15 member agencies responded to the survey which is a 75% response rate. The RCSAC Executive approved a motion to accept 75% as an adequate response rate. The results of the 15 member agencies' responses are documented in this report.

The detailed 2011/2012 survey results are reported below. A committee of the RCSAC was struck to review the survey results and a summary of their findings from the data is also presented.

Sub-committee Summary of Comparative Findings:

A sub-committee composed of member including: Maryanne Schulz from the Youth and Family Court Committee, Carol White from the Heart of Richmond Aids Society and Jennifer Larsen, an individual member reviewed the results and provide the following summary of comparative findings.

Survey Limitations:

- The survey is completed anonymously:
- It is unknown if the same agencies responded in 2011 and 2012. As a result the comparison year over year is generalized to the agencies responding.
- Question 2B is a new question in 2012.

Highlights:

FUNDING

- More agencies reported changes to their funding in 2012.
- Changes in funding occurred mostly in the areas of "growing existing services" and "removing or reducing funding".
- Most of the agencies reporting changes in their funding indicated the services and or program was still available in the community and being provided by other agencies. There was no data on quality or type of service changes sought in the survey.
- The agencies reporting new or increased programs or services indicated that the populations of the community that benefited the most were Immigrants/Refugees, Children and Families. All populations showed an increase or stayed the same.
- Where reductions in funding / service occurred those most affected over 2011 were Immigrants / Refugees, Seniors and People with Addictions. Also Children and Families were impacted

GROWTH OF SERVICES

- 100% of respondents indicated an increase in demand for services.
- Where service demand is expected most agencies are planning to increase their staffing to support existing programs and establish waitlists to manage this demand.
- In 2012 additional staffing to existing programs is the most common response whereas implementing new programs is markedly down. Many agencies are still establishing waitlists.

PROVINCIAL ECONOMIC ENVIRONMENT

- In 2012 direct cuts to funding are anticipated. The need to increase private fundraising activities, seeking other funding sources such as grants, and lobbying the provincial government are indicated as preferred choice of options to raise needed funds.
- NEED FOR SUPPORT
- In 2012 most agencies will be requesting funding for additional staff to support programs or services. . In 2011 funding for increased programs and services was the most reported response.
- Support will be requested from all funding resources as identified in the survey.. Most notably, all funding sources other than foundations were targeted for increases in requests for funding. The largest change was a plan to increase fundraising activities.

SURVEY RESULTS

Total number of member agencies available to respond to the survey and number of agency respondents 2011/2012

Total Agencies	Total Responses	% Response
21	15	71%

FUNDING

1 Has there been a change in your funding that will impact direct services to the community?

Response Options	2011		2012	
	Response Percent	Response Count	Response Percent	Response Count
Yes	53%	8	77%	10
No	47%	7	23%	3
	<i>Answered question</i>	15		13
	<i>Skipped question</i>	0		2

2 If you answered yes to the previous question what was the impact?

Response Options	2011	2012
	Response Count	
New services added	4	3
Growth of existing services	3	5
Removal of services	2	3
Reduction of existing services	3	3
	<i>Answered question</i>	12
	<i>Skipped question</i>	0

2012 Comments

We had 10 of our supported housing units removed, with 5 more this next fiscal year. Funders plan to use these funds for more supported housing for individuals who need more intensive supports.

Obtained a new 3-Year Government contract to deliver a new project

Connections Youth Resource Centre serving youth between the ages of 15-30 ended on March 31st due to the integration of services under the new employment program. RYSA no longer offers employment assistance services through a youth resource centre but still provides employment assistance services to adults residing in Richmond and Ladner with barriers through the Job Options BC program. Information on this and other RYSA programs can be found at www.rysa.bc.ca or by calling Erin at 604-271-7600.

Notice of loss of employment centre services contract late in 2011-2012 fiscal year. Opening of Richmond Club at Mitchell Elementary, currently providing 4 day/week accessible after-school drop in social recreation programs.

Some of our services have grown (supports during the day for adults with a developmental disability) but due to funding restrictions, some have been reduced (Supported Child Development and Infant Development).

Settlement and Immigration Services growth.

Growth of Services includes new short term funding from BC Gaming to support the existing Supporting Families Affected by Parental Mental Illness and Substance Use. IN addition, a short term grant from Richmond Youth Foundation to support the negative impact on decision making when alcohol is consumed and another short term grant for Toxic Ecstasy prevention and awareness. The removal of Services is that our agency could no longer continue to afford subsidizing the problem gambling counselling program.

We lost some funding from the United Way and had to close the mobile child-minding program. We received some new money form United Way and started a new program at the food bank, We received a new grant from green shield to expand our father's programs. We had to reduce some programming in Ironwood because of a funding shortfall

A substantial grant was added for prevention of youth gang violence from the Ministry of Justice.

2B is a new question in 2012 - no comparative data is available

2B Is this service still available to the community?

Response Options	2012	
	Response Percent	Response Count
Yes	93%	13
No	7%	1
	<i>Answered question</i>	14
	<i>Skipped question</i>	1

2012 Comments

Youth specific employment services are now available through the EVIE Employment Services, Back in Motion, Richmond. Contact information: 778-732-0285

Employment services contract has changed hands to other service providers

The BC Responsible and Problem Gambling Program has hired another contractor to fill the gap in the community.

Mobile child-minding is not available in the community

3 If your agency added new or increased existing programs or services which population of the community benefited?

Response Options	2011	2012
	Response Count	
Immigrants / Refugees	3	7
Children	3	6
Families	5	6
Seniors	1	3
People with mental illness	4	4
People with addictions	2	2
People with disabilities	2	3
Homeless	1	3
Answered question	9	11
Skipped question	6	4

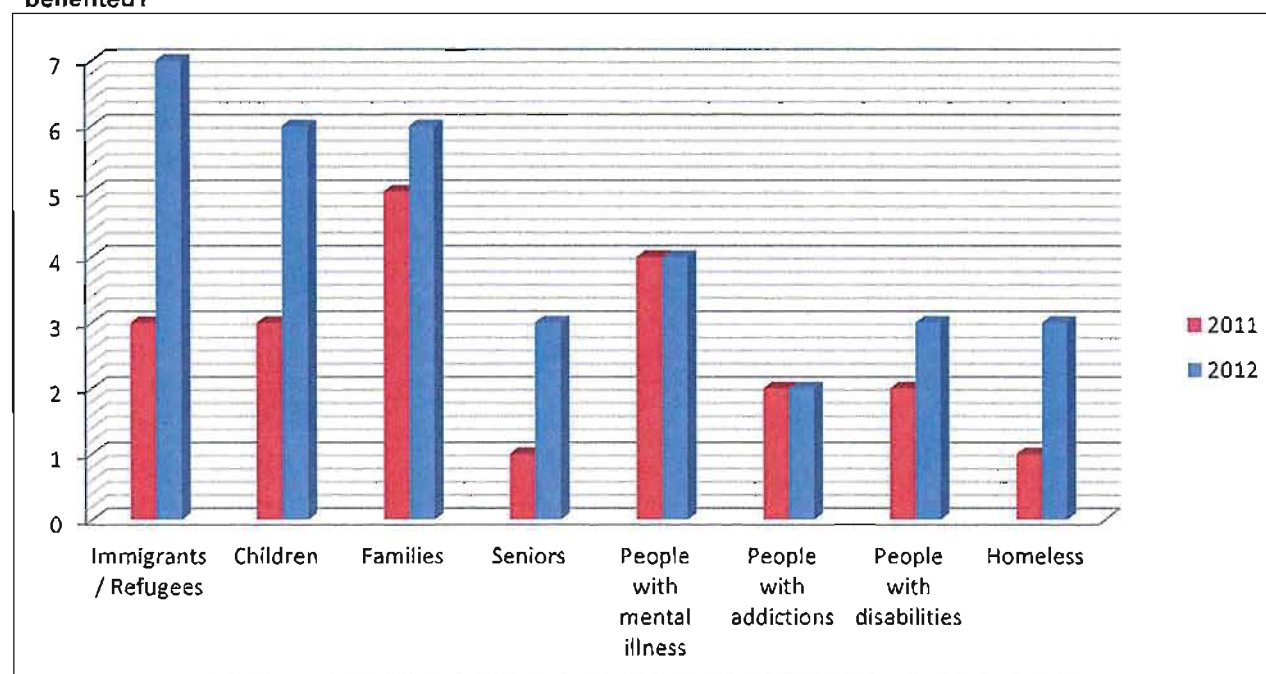
Other Please Specify

RYSA now offers free after school tutoring and recreational services to high school students under the Rogers Connections Program funded through Rogers Youth Fund. More information about this service can be found at www.rysa.bc.ca or by contacting Marcella Ng at 604-271-7600, ext. 669.

Those with health problems

Youth

If your agency added new or increased existing programs or services which population of the community benefited?



4. If your agency removed or reduced all or part of existing programs or services 'for funding related reasons' which population of the community was affected?

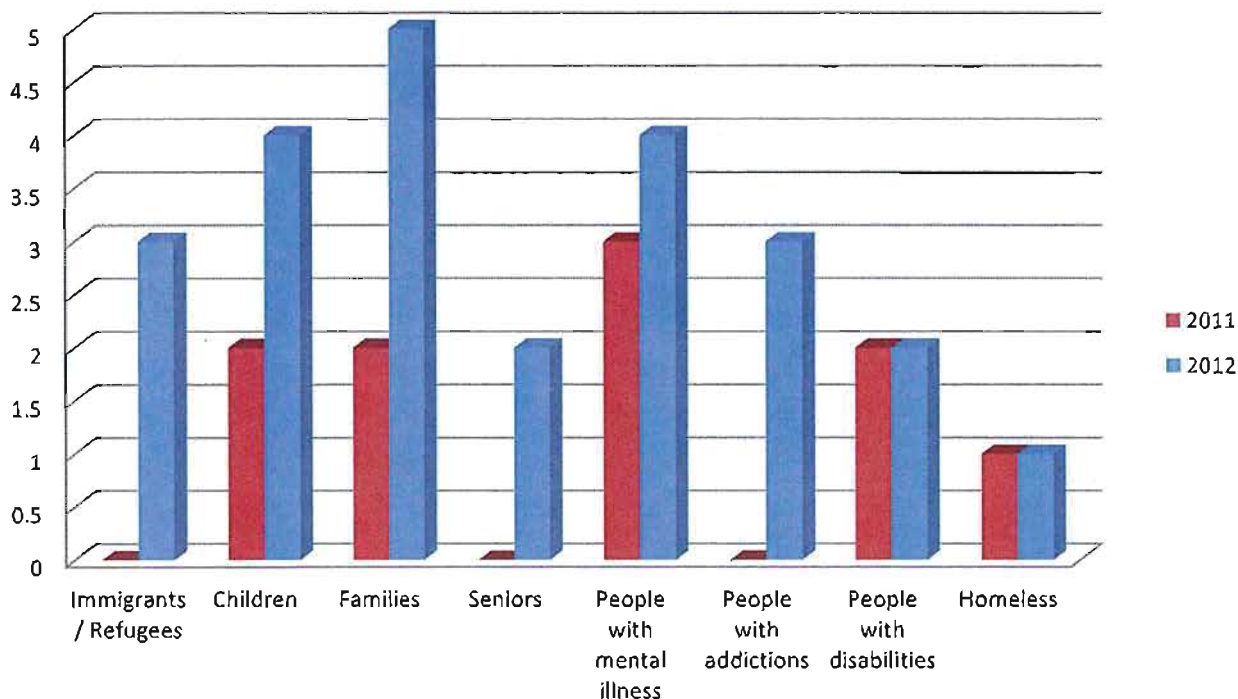
Response Options	2011	2012
	Response Count	
Immigrants / Refugees	0	3
Children	2	4
Families	2	5
Seniors	0	2
People with mental illness	3	4
People with addictions	0	3
People with disabilities	2	2
Homeless	1	1
Answered question	6	7
Skipped question	9	8

Other Please Specify

Youth between the ages of 15-30.

Any population seeking employment or career counselling services.

If your agency removed or reduced all or part of existing programs or services for "funding related reasons" which population of the community was affected?



Growth of Services

1. In the upcoming year is your agency planning for an increased demand for services?

Response Options	2011		2012	
	Response Percent	Response Count	Response Percent	Response Count
Yes	93%	14	100%	15
No	7%	1	0%	0
	Answered question	15		15
	Skipped question	0		0

2. If you answered yes to the previous question what is your agency planning regarding increased services?

Response Options	2011	2012
	Response Count	
Implementing completely new programs	4	1
Adding staff to support existing programs	3	8
Acquiring additional space for programs or services	3	4
Establishing waitlists	5	5
Decreasing services to one client service group to accommodate increased demand by another client service group	3	3
	Answered question	13
	Skipped question	2

Other Please Specify

Provide service to young adults affected by mental illness.

We'll look at service priority, but momentarily we don't plan to reduce any services

We at RYSA plan to implement a new program called Richmond Asian Youth Outreach Program (RAYOP) and will be hiring an Asian Youth Outreach Worker to provide services to vulnerable Asian Youth by early September.

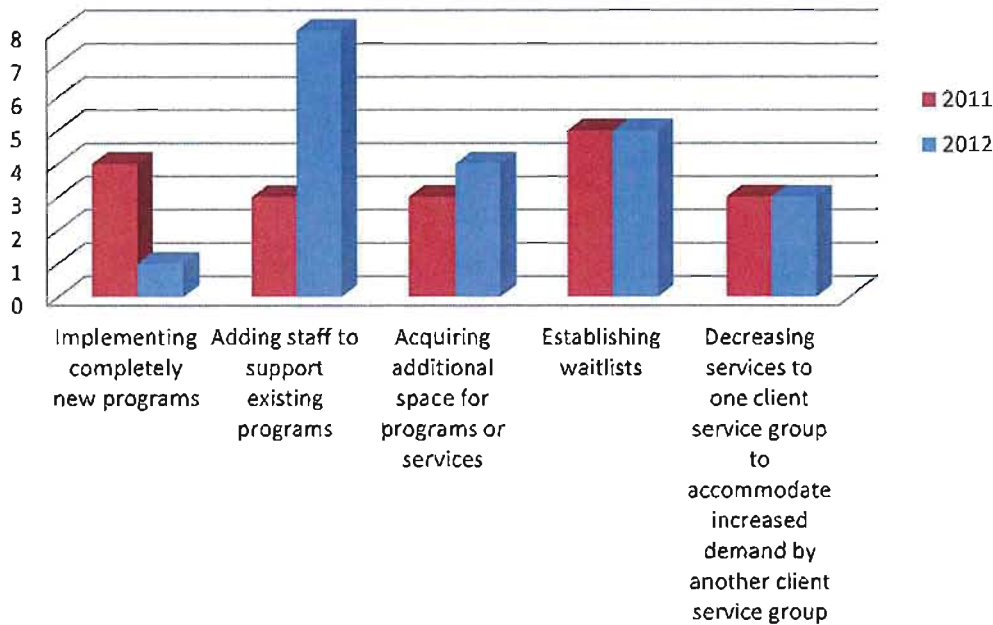
If funding and school district allows, offer 5 day a week programming at the Richmond Club.

Increasing service level for Outreach and Advocacy.

Searching for new funding so that we can add staff and programs

Requests for service continue to increase however this will just cause an increase in waiting lists as there is no increase in funding and very well could be a decrease in funding.

If you answered yes to the question regarding growth of services what is your agency planning



PROVINCIAL ECONOMIC ENVIRONMENT

1. In the current provincial economic environment what has been the greatest impact to your agency?

Response Options	Response Count	
Direct cuts to funding	6	9
Additional funding to programs or services	3	0
The need to work with community partners to leverage funding	6	5
The need to lobby the provincial government more often	8	8
The need to lobby the city for increased funding support	4	2
The need to seek other funding sources such as grants	11	11
The need to increase fundraising activities	9	14
The need to shift resources from one client service group to another based on changing provincial priorities	3	3
	Answered question	14
	Skipped question	1

Other Please Specify

One of our regular funding sources from the Federal Government has announced gradual cut for next 3 years and will implement a new funding call for proposal approach.

have never received provincial funding

NEED FOR SUPPORT

1. In the upcoming calendar year, will your agency be requesting any of the following?

	2011	2012
Response Options	Response Count	
Funding for new programs or services	11	5
Space to run programs or services	5	3
Additional staff to support programs or services	8	8
Tools or equipment to support the running of programs or services	5	4
	Answered question	13
	Skipped question	2
		1

Other Please Specify

We find overhead expenses have increased tremendously in past 2 years, perhaps due to the impact of HST, or inflation, or a rippling effect of the increase in demand for services, we're not sure.

2. If you will be requesting support who will you approach?

	2011	2012
Response Options	Response Count	
Local government (City of Richmond)	7	9
Provincial government	11	12
Federal government	8	9
United Way	4	6
Foundation or other grants	13	13
	Answered question	14
	Skipped question	1
		0

Other Please Specify

individuals and businesses through fundraising activities

Community Partners and collaborators

Appendix 1 - RCSAC Survey Eligible Members 2012

Organization
Boys and Girls Club of South Coast BC
Canadian Mental Health Association (Richmond)
CHIMO Crisis Services
Developmental Disabilities Association
Family Services of Greater Vancouver
Heart of Richmond AIDS Society
Richmond Addictions Services Society
Richmond Centre for Disability
Richmond Family Place Society
Richmond Food Bank Society
Richmond Mental Health Consumer & Friends Society
Richmond Multicultural Community Services
Richmond Society for Community Living
Richmond Therapeutic Equestrian Society
Richmond Women's Resource Centre
Richmond Youth Service Agency
Salvation Army (Richmond)
S.U.C.C.E.S.S.
Touchstone Family Services
Turning Point Recovery Society
Volunteer Richmond Information Services