



City of Richmond

Report to Committee

To: General Purposes Committee

From: Serena Lusk
Senior Manager,
Recreation and Sport Services

Date: January 14, 2015

File: 03-1085-01/2015-Vol
01

Re: **2015 Parks, Recreation and Community Events Grants**

Staff Recommendation

That:

1. Parks, Recreation and Community Events Grants be allocated and cheques disbursed for a total of \$99,750, as identified in Attachment 1 of the 2015 Parks, Recreation and Community Events City Grants report, dated January 14, 2015, from the Senior Manager, Parks and the Senior Manager, Recreation and Sport Services.
2. Steveston Community Society–Richmond Summer Projects be recommended for the first year of a three-year funding cycle based on Council’s approval of each subsequent year of funding.

Serena Lusk
Senior Manager, Recreation and Sport Services
(604-233-3344)

Att. 2

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

Staff Report

Origin

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

This report supports Council's Term Goal #2 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.

In 2014, the City developed a social services strategy to guide the City's social services focus. The City Grant Policy 3712 and programs supports the implementation of the strategy.

This report provides information and recommendations pertaining to the Parks, Recreation and Community Events Grant program.

Findings of Fact

2015 Parks, Recreation and Community Events Grants Budget

The 2015 Parks, Recreation and Community Events Grants budget is \$101,494. This includes a one percent cost of living increase over the 2014 budget as per the City Grant Policy 3712.

Notice Given and Applications Received

Notices were placed on the City Page and City Notice Board in the Richmond Review and on the City website in October and November 2014, advising the community that applications were being accepted for 2015 City Grant Programs until November 14, 2014. This was the second year that the applications used a web-based system to facilitate a more efficient and effective process. A link to the City website was provided for further information and to access the system. A Grant Application User Guide and Parks, Recreation and Community Events (PRCE) Program Guidelines were also posted on the City website. Previous award applicants were also notified directly that the program was open for 2015 award submissions.

In the PRCE category, a total of 10 applications were received for a total request of \$147,595. A table outlining requests and recommended 2015 allocations is provided in Attachment 1. Summary sheets of grant applicants, generated from applicant information provided in the web-based system are found in Attachment 2, as well as staff recommendations and comments.

As indicated in the PRCE 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, all requests were to support operations and programs serving primarily Richmond residents.

Late Applications

No applications were received after the November 14, 2014 deadline. The City Grant Policy indicates that late applications will not be accepted, and the new online grants software system 'closes' the ability to apply after the deadline.

New Applications

There were no new applications in the Parks, Recreation and Community Events category.

Application Review Process

A PRCE Grant Review Committee consisting of staff from the Community Services Department reviewed the 2015 applications. Recommended allocations were determined by the Committee rather than individual reviewers.

AnalysisParks, Recreation and Community Events Grant Application Information 2012–2014

Table 1: Number of applications, allocations and recommendations:

Previous Applications, Allocations (2012/13) and Recommendations (2014)*				
	2012	2013	2014	2015
Total number of applications	11	16	17	10
New applicants	1	1	1	0
Late applications	0	0	0	0
Grants denied (did not meet criteria)	0	2	2	0
Partial amount of request recommended	8	13	15	10
Full amount of request recommended	3	1	0	0
Minor request (\$5,000 or less)	4	9	7	4
Total amount requested	\$94,765	\$194,860	\$259,972	\$147,595
Total budget	\$96,587	\$98,519	\$100,489	\$101,494
Total PRCE allocated	\$94,765	\$98,500	\$100,250	\$99,750

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

Financial Impact

All applicants are recommended for partial 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 funding include but are not limited to:

- Other funding partners have not been sought;
- Lack of partnerships;
- Duplication of service;
- Uncommitted, substantial 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.

The 2015 Parks, Recreation and Community Events Grants budget is \$101,494. A total of \$99,750 is recommended for disbursement (Attachment 1).

Minor/Major Grant Requests

There are two streams of applications; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. If applying for a minor grant, the application requires fewer sections to be completed, in addition to the required documentation and signatures. The full application form is required for major grants or multi-year funding cycle requests.

In the Parks, Recreation and Community Events category, four organizations applied for grants of \$5,000 or less:

- East Richmond Community Association
- Gulf of Georgia Cannery Society
- Richmond Museum Society
- Sea Island Community Association

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, for the same purpose, have the option of applying for a maximum three-year funding cycle. Grants are thereby recommended, rather than assured, 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, fewer questions must be completed, plus required documents and signatures attached.

Two organizations—Steveston Community Society-Richmond Summer Projects and the Gulf of Georgia Cannery Society applied for multi-year funding in 2015. Only the Steveston Community Society-Summer Projects meets the criteria of receiving funding in each of the five previous years.

It is recommended that Steveston Community Society-Richmond Summer Projects be approved for year one of a multi-year funding cycle.

In 2014, Hamilton Community Association was approved for multi-year funding. Hamilton Community Association did not submit an application for funding in 2015.

Sea Island Community Association and the Richmond Museum Society had previously applied for multi-year funding in 2014 and 2013, respectively. Both organizations were deemed ineligible for multi-year funding. In 2015, both organizations applied under the assumption that they had previously received multi-year funding. It will be conveyed to them that they were successful for one-time funding this year as well as previous years and if they wish to submit a grant in 2016 it should be done under the one-time funding category.

On-line Application System

In adopting the City Grant Policy 3712 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 web-based City Grant application system was launched in September 2013 to receive on-line applications for 2014 City Grant Programs (Arts and Culture; Child Care; Health, Social and Safety; and Parks, Recreation and Community Events). The web-based application system has been in use for two grant cycles.

Although, extensive testing took place in 2014, the system is still being refined and some changes will be made for the 2016 grant application. In 2015, the Administrators' function was in place, therefore, staff were able to assist applicants with issues such as password and login and attaching reports. This reduced the demand on IT staff time. The feedback from users continues to be generally very positive. Users felt that the online system is a considerable time-saver as applicants were able to access information already saved into the system, requiring updates only.

Conclusion

The Parks, Recreation and Community Events Grants 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 2015 Parks, Recreation and Community Events Grants be allocated as indicated in Attachment 1 for the benefit of Richmond residents.



Charlene Phung
Research Planner
(604-270-8721 ext. 3362)

- Att. 1: Outline of Requests and Recommended 2015 Allocations
- 2: Grant Application Summary Sheets 2015

Parks, Recreation and Community Events - Recommended Grant Allocations - 2015						
Applicant Name	2014 GRANT	2015 REQUEST	2015 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
East Richmond Community Association	\$ 500	\$ 1,500	\$ 500	Single Year	To support Summer Fun Nights 2014. Recommended award amount is consistent across events of similar size and community benefit.	1
Gulf of Georgia Cannery Society	\$ 500	\$ 5,000	\$ 1,000	Single Year	To support Winter's Farmers Market. Recommended award amount is consistent across events of similar size and community benefit.	4
Kidsport - Richmond Chapter	\$ 11,000	\$ 18,000	\$ 16,500	Single Year	To support grants to sport organizations for registrations for needy children and families.	7
Richmond Agricultural and Industrial Society	\$ 11,000	\$ 17,195	\$ 11,000	Single Year	To support the Salmon Festival and Steveston Farmer's and Artisan's Market events. In future suggest submitting two separate grants for Salmon Festival and Markets.	10
Richmond City Centre Community Association	\$ 10,500	\$ 14,900	\$ 10,500	Single Year	To support delivery of asset development programs for Children in Central Richmond.	13
Richmond Fitness and Wellness	\$ 8,000	\$ 15,000	\$ 10,000	Single Year	Increase to support expanded programming.	16
Richmond Museum Society	\$ 1,500	\$ 5,000	\$ 1,500	Single Year	To support the Doors Open 2015 event.	19
Sea Island Community Association	\$ 500	\$ 1,000	\$ 750	Single Year	To support Burkeville Daze event. Recommended award amount is consistent across events of similar size and community benefit.	22
The Sharing Farm Society	\$ 6,500	\$ 30,000	\$ 16,000	Single Year	To support the growing and distribution of food to the food bank and community meal programs.	24
Steveston Community Society - Richmond Summer Project	\$ 40,000	\$ 40,000	\$ 32,000	Multi Year - Year 1	Summer Registration Subsidy for children and families in need; Reduction made in consultation with staff and will not affect subsidy levels.	27
Totals	\$90,000	\$147,595	\$99,750			
Total Available		\$101,494	\$101,494			
Remaining		-\$46,101	\$1,744			



**Grant Application Summary for 2015
Parks, Recreation & Community Events Program**

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

Society: East Richmond Community Association

Grant Type: \$5,000 or Less Single Year

Grant Request: \$1,500

Proposal Title: Summer Fun Nights 2015

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

Start Date (if applicable): July 28, 2015 **End Date (if applicable):** August 18, 2015

Number To Be Served: 850

Richmond Residents: 700

Grant Request Summary:

The East Richmond Community Association (ERCA) will invite the community to its fifth annual Summer Fun Nights series in the Summer of 2015. The event series will run for four nights consecutive Tuesday evenings: July 28, August 4, 11 and 18 (Outdoor Movie Night). At these events guests will have a relaxing and fun summer experience that includes grassroots family activities and games, program demonstrations, community booths, fitness testings and participatory entertainment. One night is dedicated to showing a free outdoor movie. On this evening the community will come together to enjoy a G-rated film under a twinkling canopy of stars and discover new friendships. The Summer Fun Nights series is an entertaining and easy-going event series where community members can connect in an activity-filled outdoor environment.

Our Summer Fun Nights series is an excellent example of the community celebrating the many people that make up this diverse neighbourhood. This event provides the community with the opportunity to learn more about their Community Centre and how they can become involved within their community. An affordable and inclusive event, it is attended by a broad cross-section of Richmond residents though the majority will be from East Richmond. It provides a fun, interactive, social and educational experience. Summer Fun Nights promotes partnerships with businesses in East Richmond and strengthens the partnership between ERCA and Cambie Secondary, whose Recreation Leadership group regularly volunteer their time to organize and run the games and activities. These youth will build on their developmental assets through teamwork, constructive use of time, planning and decision making.

Richmond Services Received by Your Organization:

Subsidized space, heat and light, Community Centre staffing, maintenance on a percentage basis w/City of Richmond and Richmond School District. Estimated value \$728,500.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$874,971.31	\$910,559.14
Total Expenses:	\$789,961.70	\$897,792.36
Annual Surplus or (Deficit):	\$85,009.61	\$12,766.78
Accumulated Surplus or (Deficit):	\$116,824.13	\$115,452.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Program registration increased over what was projected.

Current Year:

A decrease in expenses over what was projected with an increase in registration in some areas.

Explanation for Accumulated Surplus or (Deficit):

For projects and community initiatives in progress

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$500.00	Parks, Rec and Community Events
2013	\$5,723.20	Child Care Capital
2013	\$1,000.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$1,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$610.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	4320.00

Fees (SOCAN, Re:sound,insurance) = \$640

Entertainment = \$750

Promotions = \$535

Movie = \$2395

TOTAL **\$6,630.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Coast Capital Savings	Amount	2000.00
Funder 2 Name	Additional Funder	Amount	500
Funder 3 Name	Additional funder	Amount	150

Amount Your Society will Provide: **\$2,480.00**

Total Proposed Budget: **\$6,630.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$500

Recommendation: To support Summer Fun Nights 2014. Recommended award amount is consistent across events of similar size and community benefit.

Staff Comments / Conditions: None



**Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Gulf of Georgia Cannery Society
Grant Type: \$5,000 or Less Multi Year - Year 1
Grant Request: \$5,000
Proposal Title: Cannery Farmers' Market
Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 16000
Richmond Residents: 13000

Grant Request Summary:

The Cannery Farmers' Market is uniquely situated inside the Gulf of Georgia Cannery National Historic Site. Free to the public, the Market offers a variety of quality locally made products, adhering to the "Make it, Bake it, Grow it, Catch it" philosophy.

The Market operates bi-weekly from the first Sunday in October to the last Sunday in April totaling 14 dates. In addition to providing a location to purchase local food and craft items, each Market serves as a gathering place for hundreds of Richmond residents. The Market also acts as an economic stimulant for local businesses, a source for regional tourism during the winter season.

The Market is intended for Richmond residents and offers a variety of activities and local entertainment for adults and families. Funding would support costs associated with these activities including crafts and demonstrations, and performers as well as promotion.

Richmond Services Received by Your Organization:

We do not receive any services from the City of Richmond.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$924,526.00	\$1,013,865.00
Total Expenses:	\$920,028.00	\$1,011,380.00
Annual Surplus or (Deficit):	\$4,498.00	\$2,485.00
Accumulated Surplus or (Deficit):	\$270,667.00	\$273,152.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We had additional grants and sponsorships.

Current Year:

We are projecting an increase in admission and gift shop revenues.

Explanation for Accumulated Surplus or (Deficit):

Our accumulated surplus funds are set aside as maintenance contingency and for special projects. Currently our major projects include production of new orientation film and upgrading exterior landscaping.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$500	Parks, Rec and Community Events
2013	\$1,000	Parks, Rec and Community Events
2012	\$2,000	Project Assistance

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$21,910.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$250.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$1,000.00
Supplies	\$300.00
Equipment	\$850.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$6,525.00

Promotion, Entertainment, Insurance

TOTAL \$30,835.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Richmond Foundation	\$1,000
Funder 2 Name	Great Canadian Casino	\$5,000
Funder 3 Name	VanCity	\$1,500

Amount Your Society will Provide: \$18,335.00

Total Proposed Budget: **\$30,835.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$1,000

Recommendation:

<p>To support Winter Farmer's Market.</p> <p>Gulf of Georgia is not eligible for multi-year funding for this event / application this year (requires 5 years of previous funding). Funding amount is consistent across events of this size and community benefit.</p>

Staff Comments / Conditions:

None



**Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Kidsport - Richmond Chapter

Grant Type: Over \$5000 Single Year

Grant Request: \$18,000

Proposal Title: KidSport™ Grant

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 260

Richmond Residents: 260

Grant Request Summary:

Social and economic obstacles can prevent some young people from participating in organized sport. Kidsport Richmond will help families in need overcome the financial barrier that may exist to ensure their children will be able to participate in a sport of their choice. Our funding criteria includes the following: - Children up to 18 years of age; - Application form must be completed reviewed and verified by an appropriate financial verifier who would be aware of the financial situation of the family in question; - Sport programs, the fees for which the applicant wishes to be subsidized, must be affiliated with Sport BC; - Up to \$200/applicant/year may be granted, can be applied only to registration fees during the season the sport is in session. If we raise enough money we would increase the maximum grants to \$250. Many Chapter of KidSport in the Province of BC provide grants of \$300 and \$350 per child per year. Grants are paid directly to the local sport organization and not the family or child. The sport organization must be affiliated with Sport BC.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$45,131.74	\$48,000.00
Total Expenses:	\$42,190.63	\$45,000.00
Annual Surplus or (Deficit):	\$2,941.11	\$3,000.00
Accumulated Surplus or (Deficit):	\$9,035.59	\$10,000.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

An accumulated surplus from 2011 was applied to 2012 to allow a disbursements without entering a deficit situation. Surplus increase in 2013 for we raised more money than we allocated.

Current Year:

In 2013 there was a surplus of \$2,905.59. We raised more money than expected. For 2014 we currently have 16 cheques that have been issued in 2014 but not cashed for a total of \$6,250. In 2014 in June we increased our maximum grants per child from \$150 to \$200 per year,

Explanation for Accumulated Surplus or (Deficit):

A small surplus is carried from year to year to cover with timing issues for cash flow. Grants and donations do not come to us in an equal amount each month. This way we always have sufficient funds to fund approved applications each month and not having to wait for needed grants or donations.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$11,000	Parks, Rec and Community Events
2013	\$9,700	Parks, Rec and Community Events
2012	\$6,250	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$18,000.00

Provide partial sport registration fees (up to \$200) for needy children who reside in Richmond to participate in community sports that are affiliated to Sport BC..

TOTAL \$18,000.00

Financial Assistance from Other Sources (if applicable):

Parks, Recreation & Community Events 2015
Kidsport - Richmond Chapter

Over \$5000

Single Year
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Funder 1 Name	Coast Capital Savings Credit Union Community Investment Fund	\$5,000
Funder 2 Name	BC Government	\$6,000
Funder 3 Name	Hyundai Hockey	\$2,500
Amount Your Society will Provide:		<u>\$0.00</u>
Total Proposed Budget:		<u>\$18,000.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$16,500

Recommendation:

To support grants to sport organizations for registrations for needy children and families
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**Staff Comments /
Conditions:**

None



**Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Richmond Agricultural and Industrial Society

Grant Type: Over \$5000 Single Year

Grant Request: \$17,195

Proposal Title: Steveston Salmon Festival and Steveston Farmers & Artisans Market

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 100000

Richmond Residents: 30000

Grant Request Summary:

1. Steveston Farmers & Artisans Market: operating assistance for on-going activity; target all members of the community and surrounding municipalities; community benefit: local/regional tourism, promote sustainable, local agriculture and arts, healthy food choices, economic stimulation for area merchants, community gathering place, community partnerships.

2. Steveston Salmon Festival: Richmond's largest annual community event; target groups: all members of the community and surrounding municipalities; community benefit: local/regional tourism; immeasurable economic benefits; celebration of Canadian pride; "Canada's biggest little birthday party since 1945"; parade, children/youth festivals, cultural displays/demos; 2 stages, salmon bbq; food, craft, trade, art show etc.

Richmond Services Received by Your Organization:

facility use; staff support; in-kind services, equipment and supplies

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$197,364.11	\$171,950.00
Total Expenses:	\$134,893.94	\$171,950.00
Annual Surplus or (Deficit):	\$62,470.17	\$0.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community

Centre; currently allocating funds towards the Steveston park playground improvements.

Current Year:

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre; continuing to build a fund for playground improvements.

Explanation for Accumulated Surplus or (Deficit):

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$11,000	Parks, Rec and Community Events
2013	\$11,000	Parks, Rec and Community Events
2012	\$7,250	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$7,066.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,540.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$600.00
Supplies	\$1,605.00
Equipment	\$2,384.00
Photocopying	\$0.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	\$3,000.00
Security	
TOTAL	<u>\$17,195.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Government of Canada, Department of Canadian Heritage	\$5,000
Funder 2 Name	Conway Richmond (Blundell Centre	\$5,000
Funder 3 Name	GFFG	\$2,000
		<u>\$117,755.00</u>

Amount Your Society will Provide:

Total Proposed Budget:

\$171,950.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$11,000

Recommendation:

To support the Salmon Festival and Steveston Farmer's and Artisan's Market events. In future suggest submitting two separate grants Salmon Festival and Markets

Staff Comments /

Conditions:

None



**Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Richmond City Centre Community Association

Grant Type: Over \$5000 Single Year

Grant Request: \$14,900

Proposal Title: Asset Development for Children in Central Richmond

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 390

Richmond Residents: 390

Grant Request Summary:

To operate community based Asset Development Programs for high need and at-risk children who attend Richmond City Centre inner-city Elementary schools: Anderson, Cook and General Currie. These are children who would be on their own with inadequate care and supervision on the schools early dismissal school days and after school hours. This Asset Development Program will seek support and work in partnership with the schools. This program is based on an earlier successful pilot project which showed the effectiveness and positive benefits of this type of Asset Development in inner-city school children.

In addition to these early dismissal programs, City Centre Community Centre would like to continue offering a low cost after school program in General Currie Elementary School based on physical literacy initiatives: introducing children to fundamental movement skills that will contribute to healthy active lifestyles starting at a young age.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$398,309.00	\$392,931.66
Total Expenses:	\$377,441.00	\$390,909.95
Annual Surplus or (Deficit):	\$20,868.00	\$2,021.71
Accumulated Surplus or (Deficit):	\$150,139.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus last year was the result of a timing issue for recognition of grant income over a series of years. In reality the surplus was closer to \$6,000.

Current Year:

This reflects a realistic assessment of expenditures and revenues. Demand is increasing for services that have lower fees.

Explanation for Accumulated Surplus or (Deficit):

The surplus will be used for furnishing the new City Centre Community Centre which will open in July 2015 and for implementing new programs to serve the broader City Centre Community.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$10,500	Parks, Rec and Community Events
2013	\$10,700	Parks, Rec and Community Events
2012	\$10,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$10,280.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,450.00
Equipment	\$1,150.00
Photocopying	\$40.00
Program Materials	\$1,450.00
Local Travel	\$30.00
Other	\$0.00
TOTAL	<u>\$14,900.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$15,000.00

Total Proposed Budget:

\$44,900.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$10,500

Recommendation:

To support delivery of asset development programs for Children in Central Richmond.

Staff Comments /

Conditions:

None



**Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Richmond Fitness and Wellness Association

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

Proposal Title: Walk Richmond Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 3000

Richmond Residents: 3000

Grant Request Summary:

The RFWA submits its proposal to facilitate walking opportunities in Richmond by:

1. continuing to coordinate and enhance the well-established, free, drop-in Walk Richmond program;
2. building community capacity through supporting the development of sustainable and independent walking opportunities with less-connected populations in Richmond through community outreach efforts;
3. and fostering partnerships with key stakeholders in order to facilitate a Richmond Community Walkability Forum.

The Community Walkability Forum will identify and bring together a range of potential partners in Richmond who have a shared interest in building community capacity related to walkability issues. Partners who have already agreed to support the Forum include: the RCMP, Vancouver Coastal Health and the Richmond School District.

The intent of the Forum will be to facilitate discussion among diverse community stakeholders with the goal of mobilizing community efforts to enhance walkability in the City of Richmond. Potential outcomes of the forum include:

- identifying and developing sustainable partnerships,
- sharing current practices and policies,
- the identification of walkability barriers and issues,
- and developing of a strong coalition of partners who will support and enhance

collaborative action plans to address identified walkability challenges.

We anticipate hosting the forum in October/November 2015.

Richmond Services Received by Your Organization:

We currently do not receive any services, however, anticipate continuing support from the City of Richmond Coordinator of Fitness and Wellness Services.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$10,891.43	\$23,000.00
Total Expenses:	\$18,144.52	\$32,400.00
Annual Surplus or (Deficit):	(\$7,253.09)	(\$9,400.00)
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

All of the programs the RFWA offers are at no cost to the public and therefore runs a deficit every year.

Current Year:

The RFWA does not offer any user pay services or programs and therefore has a limited ability to generate income and continuing to fund and enhance the Walk Richmond program as planned will deplete remaining funds if grant funding is not received.

Explanation for Accumulated Surplus or (Deficit):

The "surplus" on the balance sheet should be viewed as a contingency fund that can be drawn upon when funding is not at 100%. The RFWA has no other assets to borrow against and must maintain financial viability to ensure the success and longevity of the Walk Richmond program.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$8,000	Parks, Rec and Community Events
2013	\$7,000	Parks, Rec and Community Events
2012	\$9,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$12,500.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$500.00
Equipment	\$500.00
Photocopying	\$0.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$15,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Recreation and Parks Association	\$300
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<u>\$17,400.00</u>
Total Proposed Budget:	<u>\$32,700.00</u>

GRANT RECOMMENDATIONS

Recommended Amount: \$10,000

Recommendation:

Staff Comments / Conditions:



**Multi-Year Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Richmond Museum Society

Grant Type: \$5,000 or Less Multi Year - Year 3

Grant Request: \$5,000

Proposal Title: Doors Open Richmond 2015

Number Served: 16,658 Richmond Residents: 11,827

Grant Request Summary:

Doors Open Richmond 2015 is one of the leading celebrations of heritage, arts and culture in Metro Vancouver. For the last eight years, it has provided visitors with the opportunity to experience an opening event showcasing a unique heritage site followed by free weekend access to up to 50 cultural destinations across the City of Richmond. In previous years, Doors Open Richmond has attracted between 16,000 and 25,000 site visits to destinations as diverse as city facilities, national historic sites, museums, galleries and artists' studios through to places of worship, parks and specialty businesses. As well as showcasing the material culture and built heritage of Richmond's incredibly diverse past and present, Doors Open Richmond also provides over 180 volunteers aged 16 years and above with a variety of skills and leadership opportunities. When it premiered in 2007, Doors Open Richmond was the first event of its kind in Western Canada. Based on a European model, Doors Open is a rare event that breaks through social, age and cultural barriers to provide culturally rich and inclusive experiences and form deeper personal connections for residents and visitors from across Richmond, Metro Vancouver and beyond. Doors Open Richmond remains today one of the largest events of its kind in the Lower Mainland and continues to set the standard for other municipalities to follow including the Cities of Surrey and Vancouver. Doors Open Richmond 2015 will begin on Friday, June 5th with an evening public reception at the Japanese Building on the Steveston Museum site followed by the City-wide celebration on Saturday, June 6th and Sunday, June 7th from 10 a.m. to 4 p.m. Doors Open Richmond 2015 has received diversified funding and the support of Heritage Canada. In order to continue to grow and serve the community, the Richmond Museum Society requests City grant funding of \$5,000, primarily for promotional and volunteer costs.

Changes that will impact grant use:

Doors Open Richmond faces both new opportunities and challenges in 2015 framed within a commitment to maintain high standards of organization, planning and visitor experience. New opportunities includes receiving a student intern through the UBC Arts Intern Program who will assist with planning and implementing the event, particularly developing and putting in place an improved social media strategy and volunteer training program, while providing the student with an opportunity to learn about large event planning, project management and community building through heritage, arts and culture. This intern position means that any funding received from the City of Richmond to assist with promotional and volunteer costs will be able to be extended even further.

Challenges include receiving just over 50 per cent of funding requested from Heritage Canada's Building Community through Arts and Heritage Grant. This will be managed by drawing on funds restricted by the Richmond Museum Society from the 2014 budget and through the careful allocation and use of City grant money.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$221,602.00	\$123,423.00
Total Expenses:	\$224,270.00	\$123,423.00
Annual Surplus or (Deficit):	(\$2,668.00)	\$0.00
Accumulated Surplus or (Deficit):	\$67,122.00	\$58,622.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Deficit was anticipated and covered with surplus funds from previous years.

Please note increase from previously reported submission of \$126,774.00 due to a gift-in-kind tax receipt for exhibition materials and services.

2013 current deferred revenue - \$25,423 with \$1,500 for Heritage Fair, \$5,000 for Doors Open, \$8923 for Summer Grants, \$10,000 for Textile Exhibition. Remainder of surplus is dedicated to RMS fundraising projects.

Current Year:

Restricting \$8,500 for the following projects for 2015:

\$2,000 for Tsawassen First Nations Kit,

\$3,000 for Heritage Fair and

\$3,500 for Doors Open Richmond.

Explanation for Accumulated Surplus or (Deficit):

Remainder of Accumulate surplus is cash and investments for future fundraising plans except for \$8,500 which are restricted funds as listed above.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2014	\$1,500	Parks, Rec and Community Events

2013	\$1,600	Parks, Rec and Community Events
2012	\$3,500	Project Assistance

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,500

Recommendation:

**Staff Comments /
Conditions:**



**Multi-Year Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Sea Island Community Association

Grant Type: \$5,000 or Less Multi Year - Year 2

Grant Request: \$1,000

Proposal Title: Burkeville Daze Grant

Number Served: 600-700 **Richmond Residents:** 600-700

Grant Request Summary:

This grant would assist the Sea Island Community Association to present our annual Community celebration: Burkeville Daze. This one day event consists of a parade, community group demonstrations, heritage group displays, fund-raising booths, public safety service displays, games, petting zoo, volunteer opportunities, program registration, food and social interaction.

Changes that will impact grant use:

No Changes

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$102,472.09	\$106,142.80
Total Expenses:	\$102,300.29	\$95,006.46
Annual Surplus or (Deficit):	\$171.80	\$11,136.34
Accumulated Surplus or (Deficit):	\$40,940.65	\$24,233.42

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Sea Island Community Association had a surplus of \$171.80 at year end Aug 31/13 which is a result of careful planning and budgeting.

Current Year:

Currently, the Association has a very small surplus of just over \$11136.34 this is a result of slightly higher revenue than budgeted and lower expense than the prior period.

Explanation for Accumulated Surplus or (Deficit):

This is the accumulation of over thirty years of surplus. We hope to have some funds ready for a poor year, or to fund programs and events that will not have offsetting revenues such as Seniors.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2014	\$500	Parks, Rec and Community Events
2013	\$1,000	Parks, Rec and Community Events
2011	\$1,015	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended Amount: \$750

Recommendation:

To support Burkeville Daze event. Recommended award amount is consistent across events of similar size and community benefit.

Staff Comments / Conditions:

None

Parks, Recreation & Community Events 2015
Sharing Farm Society

Over \$5000 **Single Year**
Summary Page 2

Total Expenses:	\$164,242.00	\$158,788.00
Annual Surplus or (Deficit):	\$3,772.00	\$5,675.00
Accumulated Surplus or (Deficit):	\$13,771.00	\$17,543.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus consists of funds that we need to report as revenue for CRA purposes but that are actually tied to the construction of a new barn, hopefully in 2015. As such, the surplus is misleading, as we are unable to use these funds for operating purposes.

Current Year:

The surplus consists of funds that we need to report as revenue for CRA purposes but that are actually tied to the construction of a new barn, hopefully in 2015. As such, the surplus is misleading, as we are unable to use these funds for operating purposes.

Explanation for Accumulated Surplus or (Deficit):

We had a small accumulated surplus from previous years, as explained in last year's application. The increase in 2013 and 2014 (projected) is due to funds tied to the construction of a new barn, as explained above. In terms of working capital available to operate, The Sharing Farm works hard to break even.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$6,500	Parks, Rec and Community Events
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$135,013.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$1,764.00
Utilities and Telephone	\$470.00
Supplies	\$7,100.00
Equipment	\$2,300.00
Photocopying	\$2,000.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$31,475.00

Garlic Fest and other events, special programs, office, insurance (truck, trailer, liability), staff training,

bank charges, amortization of greenhouse costs.

TOTAL **\$180,422.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name Canada Post **\$5,000**

Funder 2 Name BC Gaming Grant **\$20,000**

Funder 3 Name TD Friends of the Environment **\$6,000**

Amount Your Society will Provide: **\$87,190.00**

Total Proposed Budget: **\$178,290.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$16,000

Recommendation: To support the growing and distribution of food to the food bank and community meal programs.

Staff Comments / Conditions: None



**Grant Application for 2015
Parks, Recreation & Community Events Program**

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

Society: Steveston Community Society - Richmond Summer

Grant Type: Over \$5000 Multi Year - Year 1

Grant Request: \$40,000

Proposal Title: Richmond Summer Project

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 2000

Richmond Residents: 1920

Grant Request Summary:

Funds contribute to the overall Summer Project; 2015 grant monies would be distributed between 13 facilities citywide. The City Grant would enable low cost/no cost services to be offered to Richmond residents by offsetting staff salaries, general expenses, and training expenses for staff and volunteers. This training ensures that a consistent message of City initiatives - such as Physical Literacy - are provided to all summer staff across Richmond. The grant also allows children that require extra support to participate in our summer programs. Steveston Community Society is submitting the grant application for Summer 2015 on behalf of the following City of Richmond partners in Parks, Recreation and Community Social Services: Steveston Community Society, Thompson Community Association, East Richmond Community Association, South Arm Community Association, City Centre Community

Association, Sea Island Community Association, Hamilton Community Association, West Richmond Community Association, Richmond Nature Park Society, Arts Centre, Arena Services, Britannia Heritage Shipyard Society, and Diversity Services.

Richmond Services Received by Your Organization:

Facilities and City Staff support

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$210,049.00	\$196,194.00
Total Expenses:	\$209,745.00	\$195,206.00
Annual Surplus or (Deficit):	\$704.00	\$988.00
Accumulated Surplus or (Deficit):	\$19,232.00	\$19,936.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We continue to research and purchase equipment for children's summer programs and events that can be utilized Citywide. We will also continue to support our partners with Children's Outreach opportunities in their community.

Current Year:

Numbers shown are complete to Sept 30/14 and our fiscal year is Dec 31/14.

Explanation for Accumulated Surplus or (Deficit):

We carry some money over for start-up costs as the Summer Administrator job starts prior to funds being received. We also need money to cover the June/July payroll periods for those that are on the Summer Grant as we do not receive HRDC funding until July/August.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$40,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$24,781.42
Consultant Services	\$2,500.00
Volunteer Support (e.g. expenses, recognition)	\$3,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$100.00
Equipment	\$650.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$8,970.00

Bank charges - \$370

Meetings - \$100

Staff/Volunteer Training - \$2500

Outreach Programs - \$5500
Get Richmond Moving Initiative - \$400
Mileage - \$100

TOTAL **\$40,001.42**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name Canada Summer Jobs (HRDC) **\$78,478**

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide: **\$0.00**

Total Proposed Budget: **\$40,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$32,000

Recommendation: Summer Registration Subsidy for children and families in need; Reduction made in consultation with staff and will not affect subsidy levels.

Staff Comments / Conditions:

None