



City of Richmond

Report to Committee

To: General Purposes Committee
From: Mike Redpath
Senior Manager, Parks

Date: January 14, 2013
File: 03-1085-01/2012-Vol
01

Vern Jacques
Senior Manager, Recreation

Re: 2013 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 \$97,100 as identified in **Attachment 1** of the report, Parks, Recreation and Community Events City Grants dated January 14, 2013, from the Senior Manager, Parks and the Senior Manager, Recreation.
2. Richmond Summer Programs be recommended for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding.

Mike Redpath
Senior Manager, Parks
(604-247-4942)

Vern Jacques
Senior Manager, Recreation
(604-247-4930)

Att. 3

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 Council Term Goal:

Development of clear policies around the City's role in social services and the grant processes, and corresponding clear communications with the public on these roles and policies.

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

Findings of Fact

1. 2013 Parks, Recreation and Community Events Grant Budget

The proposed 2013 Parks, Recreation and Community Events Grant budget is \$98,519. This includes a 2% cost of living increase over the 2012 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 grant applications would be accepted until October 12, 2012. The Program and Application Forms were posted on the City website, available at the Information Counter and circulated electronically by request.

In the Parks, Recreation and Community Events category, 16 applications were received totalling \$194,860.

A table outlining requests and recommended allocations for the 2013 Parks, Recreation and Community Events 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.

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

One new application was received from an organization that had not previously applied for a City Grant—the Tian-Pao Maitreya Buddha Missionary Institute.

5. Application Review Process

A Parks, Recreation and Community Events Review Committee, consisting of staff from the Community Services Department, reviewed the 2013 Parks, Recreation and Community Events applications. A committee, rather than individual reviewers, determined recommended allocations.

Analysis

1. Parks, Recreation and Community Events Grant Program Information, 2011–2013

Information regarding applications, allocations and 2013 recommendations in the Parks, Recreation and Community Events (PR) category is included in the table on the following page:

Previous PR Applications, Allocations (2011/12) and Recommendations (2013)*			
	2011	2012	2013
Total number of applications	12	11	16
New applicants	2	1	1
Late applications	0	0	0
Grants denied (did not meet criteria)	2	0	2
Partial amount of request recommended	8	8	13
Full amount of request recommended	2	3	1
Total Grant Program budget	\$518,000 (All categories)	\$96,587 (PR category only)	\$98,519 (PR category only)
Total budget allocated	\$449,698 (All categories)	\$94,765	TBD

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

2. Reasons for Partial or No Funding

Most 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 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;
- 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.

For 2013, two denials in the Parks, Recreation and Community Events category have been recommended. In the first case, the Richmond Rockets Speed Skating Club has failed to show an effort to obtain additional funding partners in delivering its event. In addition, in its budget proposal, it appears to have failed to include the user-pay principle—no revenues are shown from entry fees or concession sales for its proposed event. In the second case, the Tian-Pao Maitreya Buddha Missionary Institute has applied for a grant to assist it in delivering computer classes for seniors. This proposed program is a duplication of services offered by a number of community agencies in Richmond. In addition, the Institute has not verified additional funding partners (other than itself) to assist in delivering the program and its significant organizational surplus suggest that should this program be a priority for the organization, it could be self-funded.

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 only 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 grant or three-year funding cycle requests.

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

- East Richmond Community Association
- Gulf of Georgia Cannery Society
- Hamilton Community Association
- Richmond Museum Society
- Richmond Rockets Speed Skating Club
- Sea Island Community Association
- The Kehila Society of Richmond
- The Sharing Farm Society
- Tian-Pao Maitreya Buddha Missionary Institute

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 will review 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 of a cycle, the Grant Application Summary Sheet must be completed and required documents and signatures attached.

In 2012, the Richmond Summer Project, applied for on behalf of a variety of Community Associations, was approved for year 1 of a three-year funding cycle. It is recommended that this project be approved for year 2 of this funding in 2013.

Three organizations—KidSport Richmond, the Richmond Agricultural and Industrial Society, and the Richmond Museum Society—each applied for multi-year funding. However, none of these organizations received funding in ALL of the previous five years so are not eligible at this time.

5. On-line Application

In adopting the City Grant Policy in 2011, Council 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. Following staff review and testing with applicant focus groups, the system will be operational by August 2013, in time to receive applications for the 2014 City Grant Program.

Financial Impact

The 2013 Parks, Recreation and Community Events Grant Program has a proposed budget of \$98,519. The 2012 allocations itemized in **Attachment 1** are recommended.

Parks, Recreation and Community Events Grant Proposed Budget	\$98,519
Total recommended allocations	<u>\$97,100</u>
Remaining	\$ 1,419

Conclusion

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

A handwritten signature in black ink, appearing to read 'Serena Lusk', with a stylized, flowing script.

Serena Lusk
Manager, Parks Programs
(604-233-3344)

	Applicant	2012 Award	2013 Request	2013 Proposed Award	Multiyear Request	Comments
1	East Richmond Community Association	\$1,500	\$1,750.00	\$1,000	-	to support Summer Fun Nights event
2	Gulf of Georgia Cannery Society	\$2,000	\$2,000.00	\$1,000	-	to support Best Catch Sustainable Seafood Festival
3	Hamilton Community Association	\$1,500	\$1,500.00	\$1,000	-	to support Hamilton Festival
4	The Sharing Farm Society	n/a	\$4,500.00	\$1,000	-	to support Garlic Festival
5	Sea Island Community Association	n/a	\$1,400.00	\$1,000	-	to support Burkeville Daze
6	KidSport Richmond	\$6,250	\$15,000.00	\$9,000	Yes	Increase to support access to sport opportunities for low income children
7	Richmond Agricultural and Industrial Society	\$7,250	\$18,380.00	\$11,000	Yes	to support Salmon Festival and Steveston Farmer's and Artisan's Market
8	Steveston Community Society	\$3,000	\$24,380.00	\$0	-	application for grant for operating; grant not recommended as City and Society have existing operating agreement
9	Richmond Chinese Community Society	\$3,000	\$33,900.00	\$3,000		to support delivery of recreation programs
10	Richmond City Centre Community Association	\$10,000	\$14,900.00	\$10,000		to support delivery of after school recreation programs for low-asset children
11	Richmond Fitness and Wellness Association (RFA)	\$9,000	\$10,000.00	\$7,000	-	reduction from 2012 given existence of organizational surplus and number of participants identified.
12	Richmond Museum Society	\$3,500	\$3,500.00	\$1,800	Yes	to support staff for Doors Open; request for assistance with Tram Barn Opening can be achieved through in-kind operating assistance.
13	Richmond Rockets Speed Skating Club	\$500	\$3,700.00	\$0	-	application does not identify partnerships nor apply user-pay principle; grant not recommended.
14	The Kehila Society of Richmond	\$1,000	\$5,000.00	\$500	-	to support Jewish Film Festival in Richmond, reduction from 2012 to reflect lower participation rates.
15	Tian-Pao Maitreya Buddha Missionary Institute	n/a	\$4,950.00	\$0	-	applicant has significant organizational surplus, the service is a duplication of others in the community (computer programs for seniors) and no partnerships have been identified; grant not recommended.
16	Richmond Summer Project (c/o Steveston Community Society)	\$50,750	\$50,000.00	\$50,000		to support low cost summer programs; year 2 of three year funding cycle recommended.
	TOTAL	\$99,250*	\$194,860.00	\$97,100		
	Available Funds		\$98,519	\$98,519		
	GAP		-\$96,341.00	\$1,419		
	*some grants were allocated in arts and culture grant program in 2012.					



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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: East Richmond Community Association		
2.	Grant Request: \$1750	Proposal Title: Summer Fun Nights featuring Outdoor Movie Night	
	Number to be Served: 700+	How many will be Richmond residents? over 85%	
3.	Grant Program: <input 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)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: July 30 & August 13 2013 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.	<p>Summary of Request (including proposed activities, target group(s), community benefit): Imagine a sea of smiles created by an event that brings a heightened sense of community during the warm summer evenings in East Richmond. The East Richmond Community Association (ERCA) will invite the community to its fourth annual Summer Fun Nights series in the Summer of 2013. At this event guests will have a relaxing and fun summer experience that includes grassroots family activities and games, a low-cost concession, program demonstrations, and a free outdoor yoga/fitness class. Opening night will feature a free outdoor movie enabling the community to come together to eat popcorn, sit on a lawn chair or under a blanket and enjoy a g-rated film under a twinkling canopy of stars. The Summer Fun Nights series is an entertaining and easy-going event series where community members can reconnect in a activity-filled outdoor environment.</p> <p>Our Summer Fun Nights is an excellent example of the community coming together to celebrate 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, who's 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.</p>		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Subsidized space, heat and light, maintenance on a percentage basis w/City of Richmond and Richmond School District		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 868,363.82	\$899,979.44
	Total Expenses	\$ 832,813.58	\$890,854.56
	Annual Surplus or (Deficit)	\$33,540.24	\$9,124.88
	Accumulated Surplus or (Deficit)	\$65,330.42	\$40,915.06
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Certain expenses anticipated weren't realized. Better registrations than budgeted.	Please explain: For projects and community initiatives in progress.
10.	Previous City Grant: Amount: \$1500 Year: 2012 Use: Summer Fun Nights 2012		
11.	Proposed City Grant Budget: please refer to spreadsheet at end of document		
	1. Use:	Amount:	
	2. Use:	Amount:	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$1750		
	Other Funding Sources for this Proposal:		
	1. Source: Coast Capital Savings	Amount: \$3500	Purpose: Repeat sponsorship of Movie Night
	2. Source: Richmond Funeral Homes	Amount: \$500	Purpose: Entertainment for Movie Night
	3. Source: ERCA	Amount: \$2500	Purpose: Summer Fun Nights series
	Total Proposed Budget: \$8375		

12.	For Staff Use Only:	
	<p>Recommended Grant: \$1000.00 Year ____ of ____ Multi-year Funding Cycle</p> <p>Purpose: To support Summer Fun Nights featuring Outdoor Moving Night.</p>	<p>Staff Comments/Conditions: Recommended award is consistent with those to other community events of similar size. SL</p>



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1.	Organization: Gulf of Georgia Cannery Society		
2.	Grant Request: \$2,000	Proposal Title: Best Catch Sustainable Seafood Festival	
	Number to be Served: 1,500 +	How many will be Richmond residents? 1,200 +	
3.	Grant Program: <input 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)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: Sept.8 2013 End: Sept.8 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 Best Catch Sustainable Seafood Festival is one-day event at the Gulf of Georgia Cannery featuring cooking demonstrations, seafood tastings, exhibitors, live music, carnival games and activities for children. The festival aims to help local residents and other visitors learn more about making ocean-friendly choices and how to prepare sustainable foods they may not have tried before. The target audience for this event is local Richmond residents and other residents of Metro Vancouver including seniors and families. The event will benefit the City of Richmond and its residents by contributing to the cultural life of the city, promoting community engagement and environmental awareness, volunteerism and diversity. It will improve the quality of our service to the community, maximize the number of people we serve, promote partnerships and build both organizational and community capacity.		
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	\$ 777,597	\$ 893,000
	Total Expenses	\$ 781,434	\$ 892,488
	Annual Surplus or (Deficit)	\$ 16,563	\$ -89,488
	Accumulated Surplus or (Deficit)	\$ 474,857	\$ 375,488
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: see notes, #5 of financial statements	Please explain:
10.	Previous City Grant: Amount: \$2,000 Year: 2012 Use: Music at the Cannery		
11.	Proposed City Grant Budget: 1. Use: Best Catch Amount: \$2,000 2. Use: Amount: 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$2,000 Other Funding Sources for this Proposal: 1. Source: Gulf of Georgia Cannery Society Amount: 3,000 Purpose: 2. Source: Corporate Sponsorship Amount: 1,500 Purpose: 3. Source: Amount: Purpose: Total Proposed Budget: 6,500		
12.	For Staff Use Only: Recommended Grant: \$1000.00 Year ____ of ____ Multi-year Funding Cycle Purpose: To support Best Catch Sustainable Seafood Festival Staff Comments/Conditions: Recommended award is consistent with those to other community events of similar size. SL		



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1.	Organization: HAMILTON COMMUNITY ASSOCIATION		
2.	Grant Request: \$ 1,500.00	Proposal Title: HAMILTON COMMUNITY FESTIVAL	
	Number to be Served:	How many will be Richmond residents?	
3.	Grant Program: <input 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)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: Jun 28/13 End: Jun 28/13		
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): The Grant will assist the Hamilton Community Association in putting on the Hamilton Festival, which is the annual community celebration. This one day event consists of entertainment, rides, games, exhibitors, community group demonstrations, public safety service displays, volunteer opportunities, food booths, social interaction and the recognition of outstanding community volunteers. The Hamilton Festival concludes with an outdoor movie night.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): The City provides the Hamilton Community Association with office space, equipment and staffing.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 564,483.77	\$ 577,773.86
	Total Expenses	\$ 482,995.99	\$ 644,482.82
	Annual Surplus or (Deficit)	\$ 81,487.78	\$ 32,931.04
	Accumulated Surplus or (Deficit)	\$ 59,861.06	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: savings for capital items	Please explain:
10.	Previous City Grant: Amount: \$1,500.00 Year: 2012 Use: Hamilton Festival entertainment and equipment		
11.	Proposed City Grant Budget: 1. Use: entertainment and equipment Amount: \$1,500.00 2. Use: Amount: 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$1,500.00 Other Funding Sources for this Proposal: 1. Source: Lafarge Cement Amount: \$4,000.00 Purpose: outdoor movie 2. Source: Amount: Purpose: 3. Source: Amount: Purpose: Total Proposed Budget: \$5,500.00		
12.	For Staff Use Only: Recommended Grant: \$1000.00 Year ____ of ____ Multi-year Funding Cycle Purpose: To support Hamilton Community Festival Staff Comments/Conditions: Recommended award is consistent with those to other community events of similar size.		



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1.	Organization: The Shanna Farm Society		
2.	Grant Request: \$4,500	Proposal Title: Garlic Festival	
	Number to be Served: 2,500-3,000	How many will be Richmond residents? 2,000+	
3.	Grant Program: <input 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)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: August 25 End: August 25		
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): Target audience: families, youth, active seniors and older adults, environmentally aware adults and youth, active volunteers, from Richmond and other regions Activities: Cooking demonstrations highlight the use of garlic and local produce from numerous culinary traditions. Workshops introduce visitors to topics such as organic gardening, composting, ornamental garlic braiding, alternative power, sustainable farming, year-round gardening. Graphic displays illustrate the life cycle of garlic and other crops. Over 50 volunteers were engaged. Community benefit: many Festival volunteers are first time volunteers with SFS = increased volunteerism; introduce visitors to Terra Nova Rural Park = increased use of park facilities/trails; farm market and workshops = more local food knowledge into the community; strengthens local food system; increases knowledge of agricultural significance in community; increase awareness of food insecurity and the need for locally grown food.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Facility use: Terra Nova Rural Park, including Beumann House.		
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) \$ 83,888 \$ 85,605 \$(1,537) \$ Please explain: non-budgeted MERCs for seasonal hires	Budget for Current Year \$96,700 \$96,700 \$ \$ Please explain:
10.	Previous City Grant Amount: n/a	Year:	Use:
11.	Proposed City Grant Budget: 1. Use: Festival infrastructure (tables, tables mar Amount: 3,000 2. Use: Honoraria for speakers and democratic Amount: 500 3. Use: Supplies for education and information e Amount: 1,000 4. Use: Amount: 5. Use: Amount: Total City Grant Request: 4,500 Other Funding Sources for this Proposal: 1. Source: Print and broadcast media outlets Amount: \$2,000, in kind advertising Purpose: promotion 2. Source: The Shanna Farm Society Amount: 6,000 Purpose: event planning, production and staffing 3. Source: The Shanna Farm Society Amount: 2,000 Purpose: product and food sales, cooking demo supp Total Proposed Budget: 9,000		
12.	For Staff Use Only: Recommended Grant: \$1000 Year ____ of ____ Multi-year Funding Cycle. Purpose: To support the annual Garlic Festival.		
	Staff Comments/Conditions: Recommended award is consistent with awards with those to other community events of similar size.		



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1.	Organization: Sea Island Community Association		
2.	Grant Request: \$ 1400.00	Proposal Title: Burkeville Daze Grant	
	Number to be Served: 3,000	How many will be Richmond residents? 3,000	
3.	Grant Program: <input 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: June 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): 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.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): City facility upkeep/utilities/staff		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 98,523	\$ 103,025
	Total Expenses	\$ 86,415	\$ 103,500
	Annual Surplus or (Deficit)	\$ 12,109	\$ 125.00
	Accumulated Surplus or (Deficit)	\$ 12,342	\$ 0
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Saving to replace old equipment/furniture	Please explain: Budget to break even
10.	Previous City Grant: Amount: 1015.00 Year: 2011 Use: Burkeville Daze Expense		
11.	Proposed City Grant Budget:		
	1. Use: Burkeville Daze Expense	Amount: 1,400.00	
	2. Use:	Amount:	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: 1,400.00		
	Other Funding Sources for this Proposal:		
	1. Source: Vancouver Airport Authority	Amount: 1,500.00	Purpose: Burkeville Daze Expense
	2. Source: BC Gaming Commission	Amount: 1,300.00	Purpose: Burkeville Daze Expense
	3. Source: Sea Island Community Assoc	Amount: 400.00	Purpose: Burkeville Daze Expense
	Total Proposed Budget: 4,500.00		
12.	For Staff Use Only:		
	Recommended Grant: \$1000.00 Year ____ of ____ Multi-year Funding Cycle Purpose: To support Burkeville Daze		Staff Comments/Conditions: Recommended award amount consistent with those to other community events of a similar size.



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1.	Organization: KIDSPORT RICHMOND (CHAPTER)		
2.	Grant Request: \$ 15,000	Proposal Title: SPORT PARTICIPATION PROGRAM	
	Number to be Served: 60	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 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.	Summary of Request (including proposed activities, target group(s), community benefit): KIDSPORT RICHMOND IS A NON-PROFIT, CHARITABLE ORGANIZATION THAT HAS BEEN LICENSED TO OPERATE A COMMUNITY CHAPTER AS PART OF THE NATIONAL AND PROVINCIAL KIDSPORT PROGRAM. KIDSPORT RICHMOND WILL PROVIDE FINANCIAL ASSISTANCE FOR RICHMOND FAMILIES-IN-NEED TOWARDS THE COSTS OF REGISTRATION FEES FOR THEIR CHILDREN TO PARTICIPATE IN AN ORGANIZED SPORT OF THEIR CHOICE.		
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	\$ 44123	\$ 17218
	Total Expenses	\$ 34248	\$ 32756
	Annual Surplus or (Deficit)	\$ 9874	\$ -15538
	Accumulated Surplus or (Deficit)	\$ 18910	\$ 3372
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: 2011 Surplus to 2012 Expense	Please explain: 2012 YTD Summary
10.	Previous City Grant: Amount: 8212	Year: 2012	Use: FUNDING FOR APPLICATIONS RECEIVED
11.	Proposed City Grant Budget: 1. Use: SPORT REGISTRATION FEES Amount: 15000 2. Use: Amount: 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: 15000 Other Funding Sources for this Proposal: 1. Source: CORPORATE SPONSORS Amount: 20000 Purpose: SPORT REGISTRATION FEES 2. Source: PROVINCIAL FUNDING Amount: 13000 Purpose: SPORT REGISTRATION FEES 3. Source: FUND RAISING ACTIVITIES Amount: 19000 Purpose: REGISTRATION FEES; ADMINISTRATI Total Proposed Budget: 57000		
12.	For Staff Use Only: Recommended Grant: \$9000.00 Year ____ of ____ Multi-year Funding Cycle Purpose: To assist children in low income families to access opportunities to participate in community sport. Staff Comments/Conditions: Increase from 2012 to recognize the importance of this program in ensuring opportunities to participate in sport are available to all. SL		



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.
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1.	Organization: Richmond Agricultural and Industrial Society		
2.	Grant Request: \$18,380.00	Proposal Title: Steveston Salmon Festival AND Steveston Farmers & Artisans Market	
	Number to be Served: 100,000	How many will be Richmond residents? 30,000	
3.	Grant Program: <input 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 checked="" type="checkbox"/> A One-time Activity Start Date: July 1 End: July 1		
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): 1. Steveston Farmers & Artisans Market (SFAM): operating assistance for on-going activity. Target groups: 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. 2. Steveston Salmon Festival (SF): 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 crawl, trade show, art show, and carnival. The festival needs a new mascot costume, this year's request includes one-time expense.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Facility use, in-kind services, equipment and supplies		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 194,479.35	\$ 183,815.00
	Total Expenses	\$ 162,503.44	\$ 183,815.00
	Annual Surplus or (Deficit)	\$ 31,975.92	\$ 0.00
	Accumulated Surplus or (Deficit)	\$ 0.00	\$ 0.00
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain:	Please explain:
10.	Previous City Grant: Amount: \$7,250.00 Year: 2012 Use: operating assistance		
11.	Proposed City Grant Budget: 1. Use: Steveston Farmers & Artisans Market Amount: \$5,502.00 2. Use: Steveston Salmon Festival Amount: \$12,880.00 3. Use: Amount: 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$18,380.00 Other Funding Sources for this Proposal: 1. Source: event revenues Amount: \$144,855.00 Purpose: operating expenses; equipment/supplies 2. Source: sponsorships/other grants Amount: \$20,620.00 Purpose: operating expenses 3. Source: misc. other revenue Amount: \$260.00 Purpose: operating expenses Total Proposed Budget: \$183,815.00		
12.	For Staff Use Only: Recommended Grant: \$11,000 Year ____ of ____ Multi-year Funding Cycle Purpose: To support the Steveston Salmon Festival and the Steveston Farmer's and Artisan's Market. Staff Comments/Conditions: Increase from 2012 to reflect importance of these large community events to the Richmond community. SL		



**City of
Richmond**

2013 Grant Application Summary Sheet

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

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1.	Organization: Steveston Community Society		
2.	Grant Request: \$50,000.00	Proposal Title: Richmond Summer Project	
	Number to be Served: 15,766 + Community Special Events 1200 staff/volunteer events 600 = 17566	How many will be Richmond residents? 95%	
3.	Grant Program: <input 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)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: Jan. 2013 End: Oct 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 <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): Funds would be contributing to the overall 2013 summer project. Grant dollars 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, summer initiatives and training for staff and volunteers. 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 2013 on behalf of the following City of Richmond partners in the Community Services Department: 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		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Facilities and City Staff support		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$221,494.06	\$51,815.00
	Total Expenses	\$207,521.50	\$51,450.00
	Annual Surplus or (Deficit)	\$13,972.56	\$365.00
	Accumulated Surplus or (Deficit)	\$21,179.37	\$ N/A
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: The surplus money has accumulated over the past several years (2000-2009). We carry some money over for start up costs as the summer Administrator starts prior to any funding approval. We also need money to cover the first four payroll periods for those that are on the Summer Grant as we don't receive our HRDC funding until mid/end of July.	Please explain: We are continuing 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.
10.	Previous City Grant: Richmond Summer Project Amount: \$50,000.00 Year: 2011 Use:		
11.	Proposed City Grant Budget:		
	1. Use: Wages	Amount: \$29,900.00	
	2. Use: Volunteer support	Amount: \$5,000.00	
	3. Use: Supplies	Amount: \$5,200.00	
	4. Use: Other initiatives - see grant	Amount: \$6,000.00	
	5. Use: Administrative	Amount: \$350.00	
	6. Use: Training	Amount: \$5,000.00	
	Total City Grant Request: \$51,450.00		
	Other Funding Sources for this Proposal:		
	1. Source: Canada Summer Jobs	Amount: \$85,000.00	Purpose: summer staff at each facility
	2. Source:	Amount:	Purpose:
	3. Source:	Amount:	Purpose:
	Total Proposed Budget: \$136,450.00		

12.	For Staff Use Only: Recommended Grant: \$50,000 Year ____ of ____ Multi-year Funding Cycle Purpose: To support low-cost summer programs.	Staff Comments/Conditions: Same level as 2012 although a cost of living increase has not been applied as \$50,000 is the amount which has been budgeted by the applicant.
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City of Richmond

2013 Grant Application Summary Sheet

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1.	Organization: Richmond Chinese Community Society		
2.	Grant Request: \$33,900	Proposal Title: Office Operating Assistance	
	Number to be Served: Over 1,200	How many will be Richmond residents? Over 1,100	
3.	Grant Program: <input 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 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): Our grant proposal is for helping our office operating assistance including programs and activities. We provide programs and activities to Richmond residents, service groups and organizations and to help building a strong and healthy community. Our programs and services welcome everyone from different ethnic backgrounds. Our leadership in promoting volunteerism, healthy living and wellness showcases the City of Richmond's commitment to the benefits of active living and community involvement. If approved, RCCS programs and services could assist the City's issue of demands for particular programs & services from the general public.		
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	\$ 335,074	\$ 313,000
	Total Expenses	\$ 328,376	\$ 313,000
	Annual Surplus or (Deficit)	\$ 6,698	\$ Nil
	Accumulated Surplus or (Deficit)	\$ Nil	\$ Nil
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Carries forward to 2012 fiscal year	Please explain:
10.	Previous City Grant: Amount: \$3,000 Year: 2012 Use: \$3,000		
11.	Proposed City Grant Budget: 1. Use: Hire part-time Program Coordinator Amount: \$15,000 2. Use: Consultant Services Amount: \$5,000 3. Use: Volunteer Support Amount: \$1,500 4. Use: Activity Room Rental Amount: \$10,000 5. Use: Office Supplies Amount: \$2,100 Total City Grant Request: \$33,900 Other Funding Sources for this Proposal: 1. Source: Direct Access Grant Amount: \$58,700 Purpose: Community Festival and Events 2. Source: City Grant Amount: \$33,900 Purpose: Assisting Programs and Activities 3. Source: RCCS Amount: \$220,400 Purpose: Total Proposed Budget: \$313,000		
12.	For Staff Use Only:		
	Recommended Grant: \$3000 Year ____ of ____ Multi-year Funding Cycle Purpose: To support office operations and programming.	Staff Comments/Conditions: Same amount recommended as in 2012.	



City of Richmond

2013 Grant Application Summary Sheet

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1.	Organization: Richmond City Centre Community Association		
2.	Grant Request: \$ 14,900.00	Proposal Title: Asset Development for Children in Central Richmond	
	Number to be Served: 128 weekly	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 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: Sept 2012 End: June 30, 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): To run community based asset development programs for high need and at-risk children who attend City Centre inner-city schools – Anderson, Cook and General Currie Elementary schools. These are children who would otherwise be on their own with inadequate care on the schools early dismissal day and after school. This asset development program will seek support and work with the Boys and Girls Club and the schools. The program is based on an earlier pilot project which showed the effectiveness of this type of asset development in inner-city children. Please see the attached Appendix "Asset Proposal Outline" for program details and community benefits.		
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	\$ 368,579	\$ 367,360
	Total Expenses	\$ 364,891	\$ 345,911
	Annual Surplus or (Deficit)	\$ 13,688	\$ 21,449
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Strong enrollment in programs	Please explain: Project continued strong enrollment
10.	Previous City Grant: Amount:	Year:	Use:
11.	Proposed City Grant Budget:		
	1. Use: Asset Development Programs	Amount: \$14,900	
	2. Use:	Amount:	
	3. Use:	Amount:	
	4. Use:	Amount:	
	5. Use:	Amount:	
	Total City Grant Request: \$14,900		
	Other Funding Sources for this Proposal:		
	1. Source:	Amount:	Purpose:
	2. Source:	Amount:	Purpose:
	3. Source:	Amount:	Purpose:
	Total Proposed Budget: \$14,900		
12.	For Staff Use Only:		
	Recommended Grant: \$10,000 Year ____ of ____ Multi-year Funding Cycle		Staff Comments/Conditions: Same award amount as in 2012. Program delivery which is in alignment with both Wellness Strategy and Youth Strategy.
	Purpose: To support delivery of after school recreational programs for low-asset youth.		



**City of
Richmond**

2013 Grant Application Summary Sheet

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

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1.	Organization: Richmond Fitness and Wellness Association (RFWA)		
2.	Grant Request: \$10,000	Proposal Title: Walk Richmond	
	Number to be Served: 2600 since 10	How many will be Richmond residents? 2518	
3.	Grant Program: <input 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)		
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): RFWA submits its proposal to support the Walk Richmond Program that aims to provide opportunities for Richmond residents to increase their physical activity. Walk Richmond offers the public an opportunity to explore the health benefits of walking. The program was developed in 2007 by the City of Richmond in partnership with VCH and Richmond School district #38 as part of its Active Communities initiative, Getting Richmond Moving. RFWA has co-sponsored the initiative by providing the Walk Leaders and the Walk Coordinator. The program provides individuals an option to participate in drop-in guided walks at no cost. The target audience of our program are sedentary individuals/families, seniors, and new immigrants. The program aims to increase community awareness through exploring the trails, landmarks, and heritage sites throughout the city. Our program also supports volunteerism by providing volunteer opportunities.		
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	\$ 17,070.11	\$ 18450
	Total Expenses	\$ 10571.37	\$ 21300
	Annual Surplus or (Deficit)	\$ -2501.26	\$ -2850
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Funding of Walk Richmond from reserves	Please explain: As last year funding from reserve
10.	Previous City Grant: Amount: 8000	Year: 2012	Use: Walk Richmond program, consultant services, etc.
11.	Proposed City Grant Budget: 1. Use: Consultant services Amount: \$5,850 2. Use: Volunteer support Amount: \$1,000 3. Use: Supplies and Marketing Amount: \$1,140 4. Use: Volunteer Leader Training (ie. first aid) Amount: \$1,000 5. Use: Volunteer Safety Gear/Uniforms Amount: \$1,000 Total City Grant Request: \$10,000 Other Funding Sources for this Proposal: 1. Source: RFWA Amount: \$11,700 Purpose: continuation of Walk Richmond program 2. Source: BCRPA Amount: \$300 Purpose: participation in city-wide health promotion 3. Source: Richmond School District Amount: \$500 Purpose: facilitation of youth walking workshops Total Proposed Budget: \$22,500		
12.	For Staff Use Only:		
	Recommended Grant: \$7000 Year ____ of ____ Multi-year Funding Cycle Purpose: Funding request to support Walk Richmond program.	Staff Comments/Conditions: Reduction of \$2000 from 2012 award amount in recognition of existing organizational surplus.	



**City of
Richmond**

2013 Grant Application Summary Sheet

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1.	Organization: Richmond Museum Society (RMS)		
2.	Grant Request: \$3500.00	Proposal Title: Doors Open Richmond 2013 & Tram Building Opening Celebrations	
	Number to be Served: 10,000+	How many will be Richmond residents? 75%	
3.	Grant Program: <input 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)		
5.	Duration: <input type="checkbox"/> An Ongoing Activity, and/or <input checked="" type="checkbox"/> A One-time Activity Start Date: May 4, 2013 End: May 5, 2013		
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): The RMS seeks funding for Richmond's film arts, culture and heritage festival, Doors Open Richmond 2013, May 4-5, 2013. This free event encourages visitors of all ages to explore Richmond at 50 sites - heritage landmarks, places of worship, artist studios, museums and national historic sites. Also, an evening event will mark a celebration of Doors Open at the new No. 1220 Tram Building in Steveston. Doors Open has generated over 90,000 site visits over five years, engaging participants with a program that fosters community learning, cross-cultural understanding and community pride. In 2013, we will reach out to new immigrants and ethnic communities through an expanded media campaign in Richmond and Metro Vancouver, and build upon existing partnerships developed through programming and exhibits, such as the Museum's upcoming Highway to Heaven: Richmond's Multi-faith Community exhibit.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): Richmond Museum Society maintains a community museum in partnership with the City of Richmond.		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 77,339.00	\$ 94,650.00
	Total Expenses	\$ 60,804.00	\$ 94,650.00
	Annual Surplus or (Deficit)	\$ 17,235.00	\$ 0
	Accumulated Surplus or (Deficit)	\$ 0	\$ 0
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Edo Exhibits funds deferred to 2012	Please explain:
10.	Previous City Grant: Amount: \$2000	Year: 2011	Use: SustainABILITY? Exhibit
11.	Proposed City Grant Budget: 1. Use: Special Events Assistant - Interns Amount: \$1600.00 2. Use: Volunteer Support Amount: \$200.00 3. Use: Program Materials Amount: \$1000.00 4. Use: Refreshments / Food Amount: \$400.00 5. Use: Supplies Amount: \$300.00 Total City Grant Request: \$3500.00 Other Funding Sources for this Proposal: 1. Source: Heritage Canada Amount: \$10,000.00 Purpose: Advertising 2. Source: Community Services Amount: \$6,500.00 Purpose: Performances, performances 3. Source: Sponsors Amount: \$2600.00 Purpose: Volunteer support, refreshments Total Proposed Budget: \$24,200.00		
12.	For Staff Use Only: Recommended Grant: \$1600 Year ____ of ____ Multi-year Funding Cycle Purpose: To support Doors Open. Staff Comments/Conditions: Partial funding of request recommended. Assistance for Tram Barn Opening event can be accommodated through operating assistance.		



City of Richmond

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1.	Organization: Richmond Rockets Speed Skating Club		
2.	Grant Request: \$ 3700.00	Proposal Title: Short Track Speed Skating 2013 Coastal Funale	
	Number to be Served: 100 - 150	How many will be Richmond residents? 75	
3.	Grant Program: <input 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: 03/16/2013 End: 03/16/2013		
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): To host a year-end event that showcases short track speed skating at the high-level Richmond Olympic Oval. This event will allow participants of all age groups to compete against fellow competitors from other Lower Mainland speed skating clubs. The competition is completely run by volunteer members of the Richmond Rockets Speed Skating Club. The 2013 Coastal Funale will give us the opportunity to host the Lower Mainland's speed skating community and introduce first-time visitors to Richmond's world-class facility. Visitors will be impressed with the Oval's diversity of sport and training facilities offered, as well as, the fact that the facility is not a deep freeze, despite that there are two Olympic sized ice rinks in the building.		
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	\$ 15662.18	\$ 11753.00
	Total Expenses	\$ 15945.72	\$ 13573.94
	Annual Surplus or (Deficit)	\$ (383.54)	\$ (1820.94)
	Accumulated Surplus or (Deficit)	\$ 8902.53	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Surplus for new equipment and budget deficits.	
10.	Previous City Grant: Amount: \$500.00 Year: 2011 Use: 2011-2012 RRSSC Development Fund		
11.	Proposed City Grant Budget: 1. Use: Ice Rental for Event Amount: \$1100.00 2. Use: BC Ambulance Services Amount: \$1088.00 3. Use: Oval Room Rental Amount: \$ 500.00 4. Use: Refreshments & Food for Event Amount: \$ 500.00 5. Use: Medals (\$312) & Misc. Supplies (\$200) Amount: \$ 512.00 Total City Grant Request: \$3700.00 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:		
	Recommended Grant: Year ____ of ____ Multi-year Funding Cycle Purpose: To support short track speed skating competition.	Staff Comments/Conditions: No grant recommended. The applicant has not identified partnerships or applied the user-pay principle in its budgeting.	



**City of
Richmond**

2013 Grant Application Summary Sheet

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1.	Organization: The Kehills Society of Richmond		
2.	Grant Request: \$5000	Proposal Title: Richmond Jewish Film Series	
	Number to be Served: 300	How many will be Richmond residents? 300	
3.	Grant Program: <input 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)		
5.	Duration: <input checked="" type="checkbox"/> An Ongoing Activity, and/or <input type="checkbox"/> A One-time Activity Start Date: Feb 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 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): Requesting fund to assist with the costs of the Richmond Jewish Film Series. We plan to screen three films during 2013, which will have Jewish themes, based at the Richmond Jewish Day School. The target groups will be families, youth, men, women, low-income residents, seniors, and immigrants. This film series could appeal to both the Jewish community of Richmond as well as the broader Richmond community. The Richmond Jewish Film Series will enhance multiculturalism within the City; acknowledging the diversity of the City of Richmond. The Richmond Jewish Film Series will contribute towards building a complete community, by embracing the broader community and creating community spirit.		
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	\$ 60,963.94	\$ 71,350.00
	Total Expenses	\$ 61,003.97	\$ 70,533.27
	Annual Surplus or (Deficit)	\$ -40.03	\$ 816.73
	Accumulated Surplus or (Deficit)	\$	\$
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: Increased cost of services	Please explain: Received grants
10.	Previous City Grant: Amount: \$1000 Year: 2013 Use: Richmond Jewish Film Series		
11.	Proposed City Grant Budget: 1. Use: Film Rental and Film Rights Amount: \$3000 2. Use: Printing and advertising Amount: \$1000 3. Use: Rental of equipment Amount: \$1000 4. Use: Amount: 5. Use: Amount: Total City Grant Request: \$5000 Other Funding Sources for this Proposal: 1. Source: Vancouver Jewish Film Festival Amount: In Kind Purpose: Research, rights to movie, coordination 2. Source: Richmond Jewish Day School Amount: In kind Purpose: Venue 3. Source: Sid Bile Photography Amount: In Kind Purpose: Creative design of promotional material Total Proposed Budget: \$5000		
12.	For Staff Use Only:		
	Recommended Grant: \$500 Year ____ of ____ Multi-year Funding Cycle Purpose: To support a Jewish Film Festival in Richmond.	Staff Comments/Conditions: 2012 award was recommended to provide seed funding for the event. 2013 recommendation is a reduced amount reflecting the number of event participants.	



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: Tian-Pao Maitreya Buddha Missionary Institute		
2.	Grant Request: \$ 4950	Proposal Title: Senior Citizen Computer Learning	
	Number to be Served: 203 - 250	How many will be Richmond residents? All	
3.	Grant Program: <input 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)		
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): (See Attachment A)		
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	\$ (See page 9)	\$ (See page 9)
	Total Expenses	\$ (See page 9)	\$ (See page 9)
	Annual Surplus or (Deficit)	\$ (See page 9)	\$ (See page 9)
	Accumulated Surplus or (Deficit)	\$ (See page 9)	\$ (See page 9)
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: hosts a lot of events, lack of donations	Please explain:
10.	Previous City Grant: Amount:	Year:	Use:
11.	Proposed City Grant Budget:		
	1. Use: (See attachment B)	Amount: (See attachment B)	
	2. Use: (See attachment B)	Amount: (See attachment B)	
	3. Use: (See attachment B)	Amount: (See attachment B)	
	4. Use: (See attachment B)	Amount: (See attachment B)	
	5. Use: (See attachment B)	Amount: (See attachment B)	
	Total City Grant Request: 4,950		
	Other Funding Sources for this Proposal:		
	1. Source: Donation	Amount: 6,050	Purpose: supportive donations
	2. Source:	Amount:	Purpose:
	3. Source:	Amount:	Purpose:
	Total Proposed Budget:		
12.	For Staff Use Only:		
	Recommended Grant: Year ____ of ____ Multi-year Funding Cycle Purpose: To support computer programs for Older Adults.		Staff Comments/Conditions: No grant is recommended. The applicant has a significant organizational surplus, the service duplicates others which exist in the community and no partnerships have been identified.



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: Steveston Community Society		
2.	Grant Request: \$24,380.00	Proposal Title: Special and General Programs	
	Number to be Served: 30,000	How many will be Richmond residents? 30,000	
3.	Grant Program: <input 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 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): general operating assistance includes wages, special event expenses, cleaning and maintenance costs related to special events; community newsletter. Target group: general Steveston neighbourhood and the City at large. Community benefit: these events attract the public to Steveston; general regional tourism; stimulate neighbourhood economy; newsletter is a valuable communication tool for the community.		
8.	Other City Supports Currently Received (e.g., facility use; permissive tax exemption): facility use; in-kind equipment and supplies		
9.	Your Society's Total Budget	Most Recent Completed Year (e.g., Audited Financial Statement)	Budget for Current Year
	Total Revenue	\$ 1,477,403	\$ 1,363,731
	Total Expenses	\$ 1,420,687	\$ 1,287,024
	Annual Surplus or (Deficit)	\$ 56,708	\$ 78,707
	Accumulated Surplus or (Deficit)	\$ 187,462	\$ TBD
	Justification for any Annual and Accumulated Surplus or (Deficit)	Please explain: equipment replace; fund; projects; amortization	Please explain: equip. replace; projects; amortization
10.	Previous City Grant: Amount: \$1015	Year: 2011	Use: Sockeye Spin operating expenses
11.	Proposed City Grant Budget: 1. Use: staff wages Amount: \$2,502 2. Use: operating expenses special events Amount: \$7,465 3. Use: cleaning and maintenance Amount: \$690 4. Use: newsletter Amount: \$6,720 5. Use: Amount: Total City Grant Request: \$24,380 Other Funding Sources for this Proposal: 1. Source: sponsorships, various sources Amount: \$7,500 Purpose: special events operating expenses 2. Source: Amount: Purpose: 3. Source: Amount: Purpose: Total Proposed Budget: \$1,363,731		
12.	For Staff Use Only:		
	Recommended Grant: Year ____ of ____ Multi-year Funding Cycle Purpose: To support general operating assistance for the Steveston Community Society.	Staff Comments/Conditions: No grant is recommended. The organization has an existing operating agreement with the City.	



Page 1 of 1

Adopted by Council: July 25, 2011

Policy 3712

Amended by Council: July 9, 2012

File Ref: 03-1085-00

City Grant Policy

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.