

Schedule 2 to the Minutes of the  
General Purposes Committee  
meeting held on Monday,  
January 16, 2012.

TO: MAYOR & EACH  
COUNCILLOR  
FROM: CITY CLERK'S OFFICE

**Mayor and Councillors**

**From:** Steves, Harold  
**Sent:** January 9, 2012 1:45 PM  
**To:** Mayor and Councillors  
**Subject:** FW: Real Estate Foundation Application  
**Categories:** 08-4040-08-01 - Food Security  
**Attachments:** Real Estate Fdn\_GrantApplicationForm\_revApril2011-1.rtf

PC: J. Erceg  
B. Jackson  
for appropriate  
action  
TAG for information

Mayor and Council

Arzeena Hamir has been working on an application for funding from the Real Estate Foundation to do a followup study on the availability of unused Richmond farmland for farming. Metro Vancouver and the BC Ministry of Agriculture have already completed a study on what lands are being farmed in Richmond and what lands are not.

There is some degree of urgency to get more land available for farming. Kent Mullinix recently announced Kwawntlen's new urban agriculture curriculum is starting now. A portion of the Garden City Lands could be used. However, planning the Garden City Lands will take time and about 50 acres of land may be needed to provide both a training farm and incubator farms. We should be looking at the availability of private lands now.

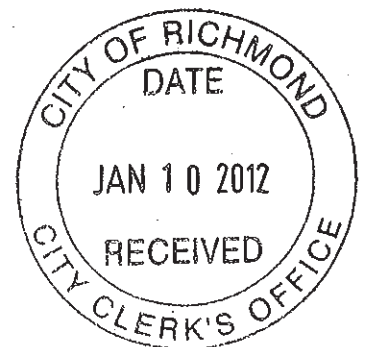
Now that the agricultural land inventory has been completed, the next step is to analyze the data from the Ministry of Agriculture, hold public consultation to identify rural and urban parcels of land suitable for immediate conversion to cropping and investigate ways of making that land available for farming. The Real Estate Foundation will fund 50% of the project. Under Arzeena's proposed budget there is a \$12,000 shortfall.

I propose that Richmond Council supply a matching grant from the Council Contingency Fund at the next Council Meeting. Arzeena can reduce the ask from the Real Estate Foundation to match any funding we could provide, if necessary.

I understand that Arzeena has to have the grant application in by next Friday.

Cheers,

Harold



**GRANT APPLICATION FORM**

revised April 2011

The Real Estate Foundation of BC aims to be a pivotal connection in making land use knowledge and practice in BC a model for the world, "leading learning" and "aligning resources" relating to the sustainable use and conservation of land and real estate. The Foundation will give preference to projects that support our mission by demonstrating:

- Leadership and innovation
- Partnership and collaboration
- Sustainability/longevity
- Scalability/replicability

Details are provided under section C - Effectiveness Criteria.

**GRANT APPLICATION REQUIREMENTS**

Length	Eight pages maximum, including the budget. If your application is too long, we will ask you to revise it.
Method of submission	Email to <a href="mailto:submissions@refbc.com">submissions@refbc.com</a> in DOC, PDF or RTF format. We will confirm by return email when we receive your application.  We do not require a hard copy of your grant application. However, we do require the signature page to be completed. It is acceptable to email the signature page as part of your application. If you are unable to email the entire application, we will accept a fax copy of the signature page, which we will attach to your emailed application (fax to 604.688.3669).
Green text	Please delete or type over all green text. It is there to provide advice and guidance. There should be no green text in your submitted application.
Letters of support	Stage 2 applications must be accompanied by two current letters of support per the instructions on <a href="http://www.refbc.com/grants">www.refbc.com/grants</a> . Letters of support are not required for Stage 1.
Addenda	If there are other documents which are key to comprehending your project, please indicate what they are in your email to 'submissions'. Our staff will follow up with you, as required.

**A - APPLICANT INFORMATION**

**1. Legal name of applying organization:**

Richmond Food Security Society (RFSS)

**2. Full mailing address:**

100 3675 Westminster Highway  
PO Box 22006  
Richmond BC  
V7C 5V2

**Website:**

[www.richmondfoodsecurity.org](http://www.richmondfoodsecurity.org)

**3. Project Contacts**

Arzeena Hamir, Coordinator  
Phone: (604) 727 9728  
Email: [arzeenahamir@shaw.ca](mailto:arzeenahamir@shaw.ca)

Kathleen Zimmerman, Regional Agrologist  
Phone: 1-888-221-7141 X 3048  
Email: [Kathleen.Zimmerman@goy.bc.ca](mailto:Kathleen.Zimmerman@goy.bc.ca)

**4. Board of Directors**

Arran Stephens  
Mary Gazetas  
Alissa Ehrenkrantz  
Steve Easterbrook  
Dieter Geesing  
Bill Picha

**5. Organizational mandate**

The RFSS works to ensure that all people in the community, at all times, have access to nutritious, safe, personally acceptable and culturally appropriate foods, produced in ways that are environmentally sound and socially just.

**6. Brief history of organization**

In 2001, the Richmond Poverty Response Committee developed a Food Security Task force to address issues of food insecurity within vulnerable populations in the community. Participants in the Task Force included the Richmond Food Bank, Richmond Fruit Tree Sharing Project, community nurses, community nutritionists and faith groups who provided community meals. After receiving core funding from Vancouver Coastal Health's Community Food Action Initiative funds (CFAI), the Task Force evolved into the Richmond Food Security Society in 2009 and works to address food security issues for all residents.

**B - PROJECT INFORMATION**

**1. Project title: Richmond Foodlands Strategic Plan**

**2. Amount applied for: \$35,000**

**Total project budget: \$50,000**

**3. Start date: April 1, 2012**

**End date: Oct 31, 2012**

**4. What is the specific project for which funding is requested?**

We propose to conduct an assessment of Richmond's potential food lands and develop a strategic plan to increase food production in Richmond over the next 3 years.

**5. If this project is a component of a larger project, please provide a brief overview of the larger project.**

The Richmond Food Security Society currently manages a Local Food First project that focuses on education and skills building in the community. This strategic plan will provide the framework for us to move forward and increase the capacity of food production in the region.

**6. Implementation Plan**

Feb-March

RFP for candidates to conduct the research, contingent on funding being available

April

Meet with staff from Metro Vancouver, Richmond's Agricultural Advisory Committee, Richmond Food Security Society, Ministry of Agriculture, and the City of Richmond so that all parties are aligned and can share data that they have collected

May

Review data collected by the Ministry of Agriculture on land use in the ALR, rural, and agricultural zones of Richmond. Identify strategic tracts of land that could easily be converted into food growing land. Review data from Richmond's GIS system to identify food-growing areas within City limits. Conduct workshops in the community to increase awareness and elicit new ideas

June

Visit other projects in the Lower Mainland that have converted land into food production, including SoleFood Farm, Skeeter Farm, Abbotsford Eco-Dairy & Glen Valley Organic Farm. Identify the barriers to land conversion and formulate policy recommendations. Formulate draft of strategic plan & circulate to all parties for comment

July – August

Finalize strategic plan & policy recommendations

September

Present finalized strategic plan to staff of Metro, AAC, RFSS, Ministry of Agriculture, City of Richmond, and other strategic partners

October

Host a forum with local planners, city staff, farmers, urban agriculturalists, community members. Develop an Action Plan for land conversion

**(a) Describe the organization's specific capacity to carry out the project activities and achieve the project goals.**

The RFSS has been working in the Richmond community for a decade and has developed relationships with key parties, including City of Richmond Parks staff, City Councillors, Agricultural Advisory Committee members, Ministry of Agriculture Staff and a number of the more innovative farms in the region. The Coordinator of the Society, Arzeena Hamir, is a Professional Agrologist and would provide strong support to the consultant awarded this contract. A number of previous projects conducted by the society, including an inventory of church and school lands, will also provide valuable data.

The members of the Board of the Society will also be providing critical guidance in the projects. Steve Easterbrook is a 3<sup>rd</sup> generation Richmond farmer and member of the Agricultural Advisory Committee. Dieter Geesing is also a Professional Agrologist and has connections to the farming community through his work with Fraser Richmond Soil & Fibre. Mary Gazetas is the founder of the Richmond Sharing Farm and has been a member of the RFSS since it was a Task Force in 2001. She also brings a number of connections to City as a retired staff person.

**(b) How has the need for this project been established?**

According to the BC Ministry of Agriculture's Food Self Reliance report conducted in 2006, the province requires over 200,000 acres of new land with access to irrigation in order to achieve even moderate levels of food security. We know Richmond still has over 3,000 acres of land within the ALR. Although some of this land is in blueberry and cranberry production, we know a large percentage is not in production.

In 2010, UBC's Land and Food Systems 350 class conducted a study of Richmond's fruit and vegetable production. They found that if all of the vegetables grown in Richmond were consumed within the City, we would still only meet 8% of our daily requirements.

The RFSS conducted an incubator farm pilot project in 2011 to see if there was a demand for small tracts of land for new farmers. More than twice as many applicants asked for land than there was space available.

We know we need to increase food production in the region. We know that there is population of new farmers wanting to grow food locally. Land access is the limiting factor. Identifying the tracts of land that could be converted into production and the underlying factors that currently prevent the land from being used productively will be a key outcome of this project and will help kickstart new farming initiatives in Richmond.

**(c) How do you ensure this type of project or program does not already exist in your community and will not duplicate existing efforts and resources?**

The Coordinator of the RFSS has already met with and discussed this project with the following key individuals/committees:

City of Richmond staff

Richmond's Agricultural Advisory Committee  
Ministry of Agriculture staff

All parties have agreed that this project is necessary and have agreed to provide a letter of support

**C - EFFECTIVENESS CRITERIA**

**1. Leadership & Innovation**

When the city of Richmond developed its Agricultural Viability Strategy, it did work with the Ministry of Agriculture. This, however, is that first time that a community group is involved from the initial stages.

**2. Partnership & Collaboration**

<b>Organization:</b>	<b>Richmond Food Security Society</b>	<b>Individual:</b>	<b>Arzeena Hamir</b>
Phone:	(604) 244-7377	Email:	Coordinator@richmondfoodsecurity.org
Description of involvement:	Provide \$15,000 worth of funding for the project coordinator's wage Provide office & administrative support		

<b>Organization:</b>	<b>BC Ministry of Agriculture</b>	<b>Individual:</b>	<b>Kathleen Zimmerman</b>
Phone:	1-888-221-7141 X 3048	Email:	Kathleen.Zimmerman@gov.bc.ca
Description of involvement:	Provide data from the 2011 land use inventory Will work with the project lead to identify key tracts of land and provide technical advice on land use suitability		

<b>Organization:</b>	<b>Agricultural Advisory Committee</b>	<b>Individual:</b>	<b>Kevin Ng</b>
Phone:	604-247-4626	Email:	kevin.eng@richmond.ca
Description of involvement:	Provide technical assistance on land use decisions Enable introduction to land owners Provide names/addresses of farmland owners in their database in order to conduct a mail out		

**3. Sustainability/Longevity**

The Board of the RFSS will meet with the Project Lead on a regular basis to ensure that progress is being made. Progress Reports will be expected in May, July & September.

Both the Strategic Plan and the Action Plan will be the lasting legacy of this project. The Strategic Plan will provide the Board, the City, and the Agricultural Advisory Committee with a framework from which to work on a number of different projects which may include community garden citing, incubator farm projects; church farms, and more.

The development of the Action Plan will engage the community, ensuring that even more partners are committed into seeing progress in food production

**4. Scalability**

Richmond is not unique in the region in terms of agricultural land availability but with barriers to land conversion. The RFSS has heard similar stories from Maple Ridge, Surrey, and Pitt Meadows.

The methodologies used in this process are not revolutionary but they are unique in that we are engaging newly acquired data from the Ministry of Agriculture and leveraging connections with the non-profit and agricultural communities to spread the message and impact. The project lead will certainly be breaking new ground in this manner and can provide assistance to other consultants who wish to do similar work.

Other regions certainly have all of these players in place and would benefit from hearing how this project was conducted and what the outcomes were.

#### **D - PUBLIC RELATIONS & FOUNDATION INVOLVEMENT**

##### **1. How will the project be promoted?**

The initial RFP (which will include all the logos of the project partners) will be circulated via e-mail to a number of mailing lists, including COABC, BC Institute of Agriologists, Metro Vancouver, BC Food Systems Network, and will also be posted on the RFSS website

Once a final report is completed, it will also be circulated via the above lists

The project lead will help coordinate a public session in Richmond in order to disseminate the information within the community and develop an action plan.

The project lead will also hold a minimum of 3 public sessions on their methodology and findings. Potential speaking engagements could include Metro Vancouver's Sustainability Breakfasts, BC Institute of Agrology AGM,

##### **2. How will the Real Estate Foundation be recognized for its contribution to the project?**

#### **E - OUTCOMES**

##### **1. If your project is successful, what do you think the impact will be?**

Acres will be identified and converted into food production within a 3 year time frame

New farms will be created in Richmond

New policies will be developed to decrease the barriers to land conversion and provide an incentive for land owners (both rural and urban)

Urban land will be identified and converted into community gardens

Overall, we will see an increase in food production within the City of Richmond

##### **2. How will the outcomes and learning be shared with the broader community?**

Staff at the RFSS have consistently shared project ideas with other regions (eg incubator farms, pocket markets) and the outcomes of this project will be disseminated through electronic means and through talks at conferences and food/agricultural forums

**F - PROJECT BUDGET**

Budget form appears after the Signing Authority & Privacy Disclosure.

**Please see attached**

**G - SIGNING AUTHORITY & PRIVACY DISCLOSURE**

*Applications must be signed by the chief officer of the applicant organization's Board of Directors (e.g. Chair or President). Educational institutions should follow normal authorization procedures.*

By signing this grant application, by hand or with an electronic copy of my signature, I acknowledge that my organization is committed to account for the receipt and expenditure of funds as well as the conduct of the proposed project. I understand that the Real Estate Foundation of BC reserves the right to impose an audit on the use of Foundation funds. I also acknowledge that the Real Estate Foundation of BC may disclose any and all information that my organization submits to the Foundation, as required under Freedom of Information legislation. I understand that the Real Estate Foundation may contact individuals outside the applicant organization for additional information related to this proposal.

\_\_\_\_ Arran Stephens, Chair of the Board \_\_\_\_\_

\_\_\_\_ Nov 17, 2011 \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



**Revenues:**

Show all cash and in-kind contributions to the project.

Source	Cash	In-kind	Total amount	Pending or confirmed	Contact Person / phone number
Real Estate Foundation of BC	35,000	0	35,000	P	
Richmond Food Security Society	15,000	6,000	23,000	C	Airran Stephens, 604 248 8848
City of Richmond		2000			Dave Semple, 604 787-3331
<b>TOTAL</b>	<b>50000</b>	<b>8000</b>	<b>58,000</b>		

**Expenses:**

Item	Detail	Cash	In-kind	Total	REFBC share of cash
Project Lead	1060 hrs X \$45/hr	48000		48000	33,800.00
Administrative Support	400 hours X \$15/hr			6000	6000
Printing			1000	1000	500
Travel expense (driving)	3 trips Richmond – Fraser Valley		300	300	200
October Conference	Venue rental + food & facilitators		700	2000	2700
<b>TOTAL</b>		<b>50,000</b>		<b>8000</b>	<b>58,000</b>
					<b>35,000</b>