



**To:** General Purposes Committee  
**From:** Cathryn Volkering Carlile  
General Manager, Community Services  
**Re:** 2016 Health, Social and Safety Grants

**Date:** January 11, 2016  
**File:** 03-1085-01/2016-Vol  
01

---

**Staff Recommendation**

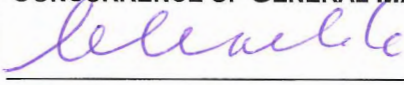

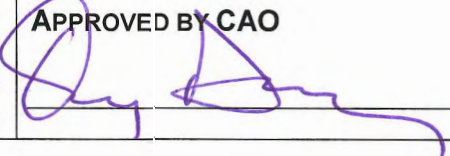
That, as per the report from the General Manager of Community Services, dated January 11, 2016:

1. Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$566,570;
2. The following applicants be approved for the first year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:
  - Community Mental Wellness Association of Canada
  - Heart of Richmond AIDS Society
  - Richmond Mental Health Consumer and Friends Society
  - Richmond Society for Community Living
  - Richmond Women's Resource Centre
3. The following applicants be approved for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:
  - Chimo Community Services
  - Family Services of Greater Vancouver
  - Pathways Clubhouse
  - Richmond Addiction Services Society
  - Richmond Family Place Society
  - Richmond Multicultural Community Services
  - Richmond Youth Service Agency
  - Volunteer Richmond Information Services Society
4. The following applicants be approved for the third year of a three-year funding cycle:
  - Big Brothers of Greater Vancouver
  - Big Sisters of BC Lower Mainland



Cathryn Volkering Carlile  
General Manager, Community Services

Att. 3

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

## Staff Report

### Origin

City Council has the authority to provide financial assistance to community organizations under the Local Government Act. Richmond City Council has provided grants to non-profit societies for many years. In 2011, with the adoption of the City Grant Policy, three separate programs were established (Arts & Culture; Health, Social & Safety; and Parks, Recreation & Community Events), in addition to Child Care Grants.

This report provides information and recommendations pertaining to the 2016 Health, Social and Safety Grant Program.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

*Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.*

### Findings of Fact

#### 2016 Health, Social and Safety Grant Budget

The 2016 Health, Social and Safety (HSS) Grant Budget is \$576,958, including a 2.3% Cost of Living increase over last year's budget, as per the City Grant Policy (3712).

#### 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 October and November, 2015 advising the community that applications were being accepted for the 2016 City Grant Programs until November 20, 2015. The notices also informed the community that a Web-based Application System was available to provide an integrated, user-friendly, efficient and effective on-line system for applicants. A link to the City website was provided for further information and to access the system. A Grant Application User Guide, HSS Program Guidelines and the Social Development Strategy were also posted on the City website. A notice was circulated to the Richmond Community Services Advisory Committee, as well as by request to other non-profit societies.

In the HSS category, a total of 33 applications were received for a total request of \$881,094. A table outlining requests and recommended 2016 allocations is provided in Attachment 1. Grant Application Summary Sheets, generated from applicant information provided in the web-based system, as well as staff recommendations and comments, are found in Attachment 2.

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

#### Late Applications

The City Grant Policy indicates that no late applications are accepted. Follow-up was conducted with some organizations submitting incomplete applications based on a misunderstanding of the eligibility criteria for multi-year funding. The requested information was subsequently received, and new ways of clarifying the requirements will be introduced for the 2017 Grant process.

One regular applicant, having received approximately \$6,000 in 2015, missed the deadline this year. The society representative indicated that an application will be submitted for 2017 funding.

#### New Applications

Four applications were received from organizations that had not previously applied for a City Grant: BBBCare Sino-Canada, Canadian Diabetes Association, the Richmond Stroke Recovery Centre and the Strait of Georgia Marine Rescue Society. Information about these organizations is provided in Attachment 2.

#### Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Division, reviewed the 2016 HSS applications. Recommended allocations were determined by the committee rather than individual reviewers. Program Guidelines (Attachment 3) were used to determine eligibility and assess applications.

### **Analysis**

#### Health, Social & Safety Grant Application Information, 2014 – 2016

The following table provides numerical information about applications received, as well as allocations, over a three-year period, including this year's applications and recommendations.

<b>Applications and Allocations (2014/15)</b>			
	<b>2014</b>	<b>2015</b>	<b>2016 (Recommended)</b>
Total number of applications	35	35	33
New applicants	3	3	4
Late applications	0	1	0
Grants denied (did not meet criteria)	2	3	4
Partial amount of request recommended	25	28	22
Full amount of request recommended	8	4	7
Minor request (\$5,000 or less)	11	14	11
Total amount requested	\$834,631	\$822,434	\$881,094
Total budget	\$558,402	\$563,986	\$576,958
Total HSS allocated	\$556,455	\$562,449	TBD**

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

\*\*subject to Council approval

### Reasons for Partial or No Funding

Most applicants (67%) are recommended for partial rather than full funding. Principle reasons for partial funding are:

- 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;
- the total amount requested exceeds the recommended City Grant budget; providing some assistance to many is considered preferable to providing full assistance to a few.

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

- programs previously funded by other levels of government
- funding responsibility lies in other jurisdictions
- other funding partners have not been sought
- insufficient community benefit demonstrated
- lack of partnerships
- duplication of service
- unaccounted surplus
- fee-based (user pay) budget should be used
- City provides other forms of support to the organization
- quality, including completeness, of the application

### Minor/Major Grant Requests

In response to stakeholder requests to reduce application requirements for those seeking smaller 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 fewer sections of the application. The full application form is required for major grants or the first year of three-year funding cycle requests. In the Health, Social & Safety category, 11 organizations applied for grants of \$5,000 or less (minor), while 22 applied for over \$5,000 (major).

### Multi-Year Funding Request

As part of the City Grant Policy, adopted in 2011, applicants receiving City Grants for a minimum of five of the most recent consecutive years, for the same purpose, have the option of applying for a maximum three-year funding cycle. In the first year of a cycle, the full application form is required. For the following two years, fewer sections must be completed. Council reviews recommendations to fund each year of a cycle. The number of three-year cycles initiated each year has been staggered to balance yearly intake of full applications.

### On-line Application System

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

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

The Web-based City Grant Application system was launched in September 2013 to receive on-line applications for 2014 City Grant Programs (Arts & Culture; Child Care; Health, Social & Safety; and Parks, Recreation & Community Events). The on-line grant system is still being refined, based on both applicant and administrator experience. Since the 2015 Grant Program, applicants have been able to duplicate information from their previous application, then edit as required. This constitutes a considerable time-saver for those applying for the same purpose. With the support of one-time additional level funding, further refinements will be undertaken for the 2017 Programs, including linking the previous grant use report to the current application. During each application period, Information Technology staff have assisted applicants with any web-based challenges encountered.

### Richmond Women's Resource Centre Funding

Subsequent to a November 3, 2014 letter to Council from the Richmond Women's Resource Centre (RWRC) requesting a substantial increase in funding from their annual grant of approximately \$15,000 (\$15,762 in 2015) to \$30,000, as well as a one-time contribution of \$15,000 to eradicate their 2014 operating deficit, for a total of \$45,000. The request was made due to increasing demand and inadequate revenue from grants and fund-raising, resulting in summer closures in order to remain financially solvent. In response, Council resolved that the Richmond Women's Resource Centre's request for additional funding be considered as part of the 2016 HSS Grant Program review.

This year, the RWRC redeemed a GIC to eliminate their deficit and reduced operating expenditures by approximately \$30,000, including a six-week summer closure. RWRC primary funders remain the same. While the BC Gaming Grant (RWRC's primary funder) and the City grant (\$15,762) rose slightly from the previous year, other funding sources were down. The RWRC has expanded potential funding sources for 2016, having also sought grants from the United Way of the Lower Mainland and Literacy Richmond.

In spite of reduced revenue, the RWRC continues to offer a wide range of programs and services to support its mission, "to provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential." These programs and services include Information and Referral, Computer Training, Single Mothers Support Group, Grandmothers Support Group, English Conversation and Writing, Hot Ink Creative Writing for Teens, French Speaking Women's Support Group, Volunteer Income Tax Program, Work Ready and Richmond Shares. RWRC also engages with a wide range of partners, including the Richmond School District, Richmond Art Gallery, Richmond Public Library, Literacy Richmond and the Canadian Centre for Elder Law. Attendance counts indicate that an average of over 500 visits per month, similar to last year, are made to RWRC's various programs and services.

The RWRC has requested \$55,000 for 2016, which is approximately \$30,000 more than their existing grant level. This level of increase cannot be accommodated in the HSS Grant Budget without reducing funding to other worthwhile programs. However, staff do recommend an increase from their 2015 grant of \$15,762 to a 2016 grant of \$20,000, constituting an increase of \$4,238 to support their ongoing operations.

### **Financial Impact**

The 2016 HSS Grant Program budget is \$576,958. A total of \$566,570 is recommended for disbursement (Attachment 1). The balance remaining is \$10,388. Staff recommend transferring the balance to the Grant Provision account for future distribution. This will ensure that sufficient funds will be available to the society missing the deadline and other applicants next year (see Late Applications above, p.3) without having to reduce 2017 allocations to other agencies.

Based on the new Gaming Revenue Allocation Model, which has been introduced for 2016, allocation of gaming revenue for City grants has been increased to 15% which exceeds the amount required to support the current funding levels. As a result, a balance of \$548,669 remains. Staff will be bringing forward a report with recommendations for these remaining funds later in Q1.

### **Conclusion**

The HSS 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. The Web-based Application System has resulted in considerable efficiencies for applicants and staff, and will be refined further for the 2017 process. Staff recommend that 2016 HSS Grants be allocated as indicated (Attachment 1) for the benefit of Richmond residents.



Lesley Sherlock  
Planner 2  
(604-276-4220)

- Att. 1: Table of Applicant Requests and Recommendations
- 2: Grant Application Summary Sheets
- 3: Grant Application Guidelines



Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Arthritis Society, BC & Yukon Division	N/A	\$ 10,000	2,000	\$ 1,500	N/A	This application for single-year funding is to support Arthritis Education programs and forums for the Richmond community, presented in English and Cantonese. This grant is for local publicity, including newspaper ads in both languages.	1
BBBear Sino-Canada (new)		\$ 70,000	5,000	\$ -	N/A	This request to fund outdoor education for immigrant children is <b>not recommended</b> as the applicant is ineligible due to lack of confirmed society status, and has not demonstrated organizational capacity to deliver the program.	4
Big Brothers of Greater Vancouver	\$ 4,636	\$ 10,000	74	\$ 4,743	Year 3	This funding is to support matches of Big and Little Brothers in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.	7
Big Sisters of BC Lower Mainland	\$ 4,636	\$ 8,000	21	\$ 4,743	Year 3	This funding is to support matches of Big and Little Sisters in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.	9
Boys and Girls Clubs of South Coast BC	\$ 3,000	\$ 5,000	75	\$ 5,000	N/A	This grant will support after-school program costs for high need and other families at Mitchell Elementary. An increase to the full amount requested is recommended due to the need for such programs in this community underserved by afterschool care.	11
Canadian Diabetes Association (new)		\$ 3,000	50	\$ -	N/A	This application, to support the "Walk and Talk" Program, is <b>not recommended</b> for funding as the organization has a significant accumulated surplus and audited financial statements were not provided.	14
Canadian Red Cross Society	\$ 4,040	\$ 4,040	2,223	\$ -	N/A	This request to fund for technical support is <b>not recommended</b> as 70% of those served by the depot reside outside Richmond. A key eligibility requirement is that primarily Richmond residents be served.	17
Children of the Street Society	\$ 1,010	\$ 4,000	750	\$ 4,000	N/A	This application, to support program expenses of workshops designed to prevent the sexual exploitation of children and youth, is recommended for the full amount requested. Strong community support for more presentations has been established.	20

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Chimo Community Services	\$ 48,419	\$ 48,903	17,000	\$ 48,903	Year 2	This Multi-Year 2 request to support crisis response services, community engagement, outreach and advocacy programs, is recommended for the full amount requested.	23
Community Mental Wellness Association of Canada	\$ 9,142	\$ 37,000	9,000	\$ 9,352	Year 1	Multi-Year 1 funding is recommended at the same level as last year, plus a Cost of Living increase, to support mental wellness education, workshops and referrals to other community services.	25
Family Services of Greater Vancouver	\$ 47,066	\$ 47,066	148	\$ 47,066	Year 2	This Multi-Year 2 recommendation is to support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale, for the full amount requested.	28
Heart of Richmond AIDS Society	\$ 10,508	\$ 15,000	1,500	\$ 10,750	Year 1	Multi-Year 1 funding is recommended to assist with program costs for those with HIV/AIDS and their families, as well as education/prevention services, for the same level as last year plus a Cost of Living increase.	31
Minoru Seniors Society	\$ 3,535	\$ 5,000	45	\$ 3,616	N/A	This funding, to support program costs of the intergenerational Greenhouse Social Club for seniors and youth, held at the Sharing Farm, is for the same level as last year plus a Cost of Living Increase.	34
Multicultural Helping House Society	\$ 8,406	\$ 50,821	1,000	\$ 8,599	N/A	Additional information was provided by MHHS to support their application for assistance with the Richmond 55+ Health & Wellness Program, including funding from other sources, as well as information about their programming, participants and budget. The recommendation is for the same level as last year, plus a Cost of Living increase. Staff will meet with MHHS prior to next year's application to clarify requirements.	37
Pacific Post Partum Support Society	\$ 1,515	\$ 4,300	25	\$ 1,550	N/A	This grant will assist with child minding expenses to enable new mothers with postpartum depression to access support services, recommended for the same level as last year plus a Cost of Living increase.	40

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Parish of St. Alban's (Richmond)	\$ 12,500	\$ 51,382	685	\$ 15,000	N/A	This grant, recommended for an increased amount, will support the Extreme Weather Shelter, Drop-in Centre, Community Meal and Shower Program. A total of 250 volunteers and strong partnerships support the three programs. Other funders are identified in the Financial Statements.	43
Pathways Clubhouse	\$ 34,340	\$ 34,340	380	\$ 34,340	Year 2	This Multi-Year 2 grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness, recommended for the full amount requested.	46
Richmond Addiction Services Society	\$ 204,368	\$ 219,026	8,250	\$209,068	Year 2	This Multi-Year 2 grant, including a Cost of Living allowance, will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours.	48
Richmond Amateur Radio Club	\$ 1,545	\$ 2,200	All	\$ 1,581	N/A	This grant will assist with equipment repair and replacement, as well as volunteer expenses, for amateur radio operations that, in the event of emergency, would contribute to the safety of Richmond residents. The recommended level is the same as last year, plus a Cost of Living increase.	50
Richmond Bethel Mennonite Brethren Church	\$ 2,576	\$ 5,000	170	\$ 2,635	N/A	This grant will assist with supplies for the weekly Food for Life community meal, recommended for the same level as last year plus a Cost of Living increase.	53
Richmond Family Place Society	\$ 24,725	\$ 30,000	8,800	\$ 25,294	Year 2	This Multi-Year 2 grant, for family support programs and other preventative services for families with children up to 12 years, is recommended for the same level as last year plus a Cost of Living increase.	56
Richmond Food Bank Society (Poverty Response Cte.)	\$ 5,000	\$ 5,000	250	\$ 5,000	N.A	This grant will assist the Poverty Response Committee to map services and programs, develop a database and website for low-income residents and, in partnership with Richmond Cares, Richmond Gives, upgrade the Low Income Resource Directory. The recommendation is for the full amount requested.	58
Richmond Food Security Society	\$ 5,050	\$ 18,000	5,000	\$ 5,166	N.A	This grant will support operating expenses of food security program costs such as the Stir-it-Up kitchen program for at-risk youth and the Richmond Fruit Recovery Project. The recommended level is the same as last year plus a Cost of Living increase.	61

Document Number: 4867080 Version: 1

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Richmond Hospice Association	\$ 7,211	\$ 15,000	300	\$ 10,000	N/A	This grant will support the operating expenses of volunteer management and training staff, who support palliative care volunteers, as well as a number of grief support and counselling programs. An increased level is recommended as volunteers play a key role in end-of-life support services.	65
Richmond Mental Health Consumer and Friends Society	\$ 3,677	\$ 5,016	90	\$ 3,762	Year 1	This grant will support the a part-time staff person, a mental health services recipient, to provide administrative assistance and support for those with mental illness and their families. The recommendation includes a Cost of Living increase.	68
Richmond Multicultural Community Services	\$ 10,508	\$ 15,000	130	\$ 10,750	Year 2	This Multi-Year 2 grant will support the operating expenses of immigrant, refugee and welcoming community programs, recommended for the same level as last year plus a Cost of Living increase.	71
Richmond Society for Community Living	\$ 14,280	\$ 20,000	5,000	\$ 15,000	Year 1	This Multi-Year 1 grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. An increase is recommended due to increased demand and the benefits to families over the life course of family members.	73
Richmond Stroke Recovery Centre (new)		\$ 9,000	45		N/A	The Richmond Stroke Recovery Centre has broken off from the Stroke Recovery Association of BC (SRABC) to operate independently. As other funding sources have not been pursued, and financial information still reflects that of the SRABC, a 2016 grant is <b>not recommended</b> . Staff will meet with representatives prior to future applications to ensure that criteria are understood.	76
Richmond Women's Resource Centre	\$ 15,762	\$ 55,000	7,000	\$ 20,000	Year 1	This Multi-Year 1 grant will support women's programs and services, including skills training, English conversation and peer support groups designed to empower women and help them obtain needed assistance. An increased level is recommended due to the accessibility of the services and the number of volunteers supported.	79

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Richmond Youth Service Agency	\$ 12,625	\$ 15,000	1,800	\$ 12,915	Year 2	This Multi-Year 2 grant will support the Richmond Youth Centre Activities Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation includes a Cost of Living increase.	82
Strait of Georgia Marine Rescue Society (new)	N/A	\$ 5,000	2,500	\$ 2,000	N/A	This recommended single year grant will support promotional materials for two water safety and marine safety hazard awareness programs for children, residents and visitors, "Sid the Safety Seal" and "Kids don't Float".	84
Touchstone Family Association	\$ 4,000	\$ 5,000	45	\$ 5,000	N/A	An increased grant, recommended for the full amount requested, to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. Participation has grown from 24 to 37 youth in the last two years.	87
Volunteer Richmond Information Services Society	\$ 38,355	\$ 50,000	150,000	\$ 39,237	Year 2	This Multi-year 2 grant, to provide operating assistance for volunteer, charitable and information programs, is recommended for the same level as last year plus a Cost of Living increase.	90
<b>Totals</b>	<b>\$ 542,435</b>	<b>\$ 881,094</b>		<b>\$566,570</b>			
<b>Total Available</b>		<b>\$ 576,958</b>		<b>\$576,958</b>			
<b>Remaining</b>		<b>-\$ 304,136</b>		<b>\$ 10,388</b>			

\* New Applicant



## Grant Application for 2016 Health, Social & Safety Program

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

**Society:** Arthritis Society, BC & Yukon Division

**Grant Type:** Over \$5000      Single Year

**Grant Request:** \$10,000

**Proposal Title:** Arthritis Education Programs and Forums for the Richmond Community

**Grant Purpose:** Community Service / Program / Event - Ongoing

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 2000

**Richmond Residents:** 2000

**Grant Request Summary:**

We would deliver four public Forums in the Richmond community featuring medical specialists: a doctor (Rheumatologist/Orthopedic Surgeon), and physiotherapists or occupational therapists, with staff and volunteers to answer questions and hand out materials. Two Forums would be in English and two would be in Cantonese. All our programming is provided free of charge. Participants would include people who are newly diagnosed or are living with one of the over 100 forms of arthritis. Participation would also extend to family members, caregivers, friends and other adults interested in learning more about arthritis. Research shows that understanding their disease and being proactive in self-care are key factors in maintaining quality of life. People learn to improve their lives, access community resources, hear about advances in research, and connect with others facing similar challenges.

**Richmond Services Received by Your Organization:**

N/A

### FINANCIAL INFORMATION

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	263,156.00	2,589,177.00
<b>Total Expenses:</b>	1,847,555.00	1,436,691.00
<b>Annual Surplus or (Deficit):</b>	784,101.00	1,152,486.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Our surplus is directed to funding arthritis research.

Current Year:

We are currently only at midpoint. Revenue and expenses reflected in Current Year are projections in our operating budget.

Explanation for Accumulated Surplus or (Deficit):

N/A

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
------	--------	---------------

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$1,000.00
Consultant Services	\$4,000.00
Volunteer Support (e.g. expenses, recognition)	\$400.00
Office Rent or Mortgage	\$2,000.00
Utilities and Telephone	\$0.00
Supplies	\$100.00
Equipment	\$300.00
Photocopying	\$100.00
Program Materials	\$400.00
Local Travel	\$200.00
Other	\$1,500.00

The Other amount would be utilized for Advertising in local newspapers.

Personnel: cost for project only; full time staff hours spent on all 4 forums.

Consultants: expense is an honorarium for the presenting health care professional (rheumatologist, orthopedic surgeon etc.)

Office rent: is for facility/rooms to host forums for 500 participants

**TOTAL      \$10,000.00**

Funder 1 Name	At large society donations from our year-end appeals	\$0
Funder 2 Name		
Funder 3 Name		





**Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** BBBEAR SINO-CANADA  
**Grant Type:** Over \$5000 Single Year

**Grant Request:** \$70,000

**Proposal Title:** Outdoor English Program for Young Immigrant Children

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 5500

**Richmond Residents:** 5000

**Grant Request Summary:**

BB Bear Canada, partnering with the Childcare Training and Professional Development Society of Richmond, and NatureKids BC, is seeking funding support from the City of Richmond to develop and implement an outdoor education program to assist immigrant children ages 0-5 and their parents/caregivers who are Richmond residents with the opportunity to learn English in a natural environment together. BB Bear Canada is a non profit organization established in 2015 with its mission to connect and support families in enhancing the well-being of all young children, by providing programs and services from prenatal to kindergarten transition in a welcoming, collaborative and culturally-respectful environment. Our core programs include: prenatal and postpartum care education, parenting education and early childhood development. We also offer additional services that connect and support families and together we can build a strong, happy and healthy community.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	0.00	56,000.00
<b>Total Expenses:</b>	0.00	56,000.00
<b>Annual Surplus or (Deficit):</b>	0.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

N/A

Current Year:

All funding are coming from in-kind contributions and program fees to cover all operational expenses, including rent, honorarium payments for guest speakers, and other workshop expenses.

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
------	--------	---------------

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$40,000.00
Consultant Services	\$20,000.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$1,500.00
Supplies	\$1,000.00
Equipment	\$3,000.00
Photocopying	\$1,000.00
Program Materials	\$2,000.00
Local Travel	\$500.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$70,000.00</u></b>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Government of Canada	\$50,000
Funder 2 Name	In-kind Contributions	\$20,000
Funder 3 Name	BC Hydro	\$4,500

Amount Your Society will Provide: **\$15,000.00**

Total Proposed Budget: **\$169,500.00**

GRANT RECOMMENDATIONS

Recommended  
Amount: \$0

Recommendation: This request to fund outdoor education for immigrant children is not recommended as the applicant is

ineligible due to lack of confirmed society status, and has not demonstrated organizational capacity to deliver the program.

**Staff Comments /  
Conditions:**

None

**Society: Big Brothers of Greater Vancouver****Grant Type: Over \$5000 Multi Year - Year 3****Grant Request: \$10,000****Proposal Title: 2016 Big Brothers of Greater Vancouver Proposal****Number Served: Richmond Residents:****Grant Request Summary:**

Big Brothers of Greater Vancouver (BBGV) will continue delivering our traditional Big Brothers Community Program and our Teen Mentoring Program for children in the City of Richmond. The demand for our Community Program continues to grow and your support will help us serve as many kids as possible. This program matches responsible and caring adult male volunteer mentors one-to-one with vulnerable boys (age 7-14) who lack a positive male role model. Our Community Program waitlist is growing all the time, and many Richmond children are currently waiting to be matched with Big Brothers. The wait time for some of these kids is close to two years before a suitable mentor can be found, screened and trained. Funding is required in order to increase the amount of matches we are able to make in Richmond.

BBGV will also continue our strong partnerships with Richmond secondary and elementary schools to deliver the Teen Mentoring Program. In this popular program, a Teen "Big Buddy" mentors a "Little Buddy" from a nearby elementary school in a one-on-one friendship. The age of teen mentors makes them particularly well-suited to understand what is enjoyable and important to the children. These friendships help the children see school as a safe and welcoming place in which to learn and have fun. They also increase the children's feelings of connection to school, and their level of interest in classroom learning and school activities.

BBGV's Community and Teen Buddy programs use mentoring to connect children with their communities, parents, and schools during this important period, in order to give children a sense of belonging that can help counteract challenges in their lives. JAMA Pediatrics published an article for Adolescent Volunteering that found through volunteering adolescents gain positive life experience and feel valued and important. The mentored children's families also benefit from better dynamics resulting from improvements in their child's behaviour and attitude.

**Changes that will impact grant use:**

There has been no significant changes since Year 1.

## FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,162,735.00	2,373,700.00
Total Expenses:	2,173,911.00	2,370,400.00
Annual Surplus or (Deficit):	(11,176.00)	3,300.00
Accumulated Surplus or (Deficit):	86,465.00	89,765.00

### Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We didn't receive the Community Gaming Grant in the amount that we had expected.

Current Year:

This is a minimal surplus based on budgeted funding and grants.

### Explanation for Accumulated Surplus or (Deficit):

The accumulated surplus is less than one month's operating expenses.

## MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$4,636	Health, Social & Safety
2014	\$4,590	Health, Social & Safety
2013	\$4,500	Health, Social & Safety

## GRANT RECOMMENDATIONS

Recommended

Amount: \$4,743

Recommendation:

This funding is to support matches of Big and Little Brothers in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.

Staff Comments /  
Conditions:

None



**Multi-Year Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Big Sisters of BC Lower Mainland

**Grant Type:** Over \$5000 Multi Year - Year 3

**Grant Request:** \$8,000

**Proposal Title:** Big Sisters Mentoring Programs in the City of Richmond

**Number Served:** Richmond Residents:

**Grant Request Summary:**

Please see attached document.

**Changes that will impact grant use:**

Please see attached document.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,406,076.00	1,259,297.00
<b>Total Expenses:</b>	1,461,756.00	1,505,364.00
<b>Annual Surplus or (Deficit):</b>	(55,680.00)	(246,067.00)
<b>Accumulated Surplus or (Deficit):</b>	767,831.00	521,764.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

We hired a Director of Development and Individual Giving Officer late in 2014. Due to the hires being later than expected – the agency didn't generate new revenues as projected.

**Current Year:**

We are expecting a planned deficit this year, due to the investment in new staff in 2014, and it's impacts on 2015.

**Explanation for Accumulated Surplus or (Deficit):**

In the past, we had relatively higher donations, grants, and fundraising event revenues compared to salaries expenses. While these revenues have declined, salaries continue to rise.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program

**Health, Social & Safety 2016**  
**Big Sisters of BC Lower Mainland**

**Over \$5000**

**Multi Year - Year 3**  
**Summary Page 2**

2015	\$4,636	Health, Social & Safety
2014	\$4,590	Health, Social & Safety
2013	\$4,500	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$4,743

**Recommendation:**

This funding is to support matches of Big and Little Sisters in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.

**Staff Comments /**  
**Conditions:**

None



## Grant Application Summary for 2016

### Health, Social & Safety Program

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

**Society:** Boys and Girls Clubs of South Coast BC  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Boys and Girls Club Services at Mitchell Elementary  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**  
**Number To Be Served:** 75  
**Richmond Residents:** 75

#### Grant Request Summary:

We are seeking support from the City of Richmond to support the after-school program offered by Boys and Girls Clubs at Mitchell Elementary School in East Richmond. The drop-in program is offered after school 4 days per week for students aged 6 through 12, and a preteen evening program is offered once a week. The Club provides a safe, accessible place for children after school, and offers supervised social and recreational programs that enhance participants' physical, educational, character, and skill development. Activities include healthy snacks, homework assistance, nutrition and cooking programs, arts and crafts, leadership programs, and sports and physical activities that promote active lifestyles. At BGC, no one is ever turned away due to an inability to pay, ensuring that all children and families can access our programs.

Club members benefit, as they are supported to become engaged in positive, constructive activity during their out-of-school time. The parents and/or caregivers of the participants benefit from accessing affordable, high quality after-school programming for their children. In the long term, the neighbourhood will be safer and healthier as a result of the positive impacts the Club programs have on community members.

#### Richmond Services Received by Your Organization:

We received a \$3,000 City Grant in 2015, but receive no other services from the City of Richmond.

#### FINANCIAL INFORMATION

##### Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	10,649,493.00	10,938,200.00



**Health, Social & Safety 2016**  
**Boys and Girls Clubs of South Coast BC**

**\$5,000 or Less Single Year**  
**Summary Page 2**

Total Expenses:	10,646,855.00	11,134,801.00
Annual Surplus or (Deficit):	2,638.00	(196,601.00)
Accumulated Surplus or (Deficit):	1,944,689.00	1,748,088.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Expenses were slightly less than forecast.

**Current Year:**

Although a deficit budget was approved, our current forecast indicates a balanced year-end position.

**Explanation for Accumulated Surplus or (Deficit):**

Sound financial management for almost 80 years.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$3,000.00	Health, Social & Safety
2014	\$2,550.00	Health, Social & Safety
2013	\$2,500.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$74,375.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$3,200.00
Utilities and Telephone	\$600.00
Supplies	\$75.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,400.00
Local Travel	\$1,000.00
Other	\$12,685.00

Insurance: \$1,600

Staff Training: \$100

Food: \$2,500

Allocation for Central Administration: \$8,485

**TOTAL      \$93,335.00**

**Financial Assistance from Other Sources (if applicable)**

<b>Funder 1 Name</b>	United Way of the Lower Mainland	<b>Amount</b>	<b>\$60,000.00</b>
----------------------	----------------------------------	---------------	--------------------

<b>Funder 2 Name</b>	Province of BC - Gaming	<b>Amount</b>	<b>4800.00</b>
----------------------	-------------------------	---------------	----------------

<b>Funder 3 Name</b>	Memberships & Program Fees	<b>Amount</b>	<b>5400.00</b>
----------------------	----------------------------	---------------	----------------

**Amount Your Society will Provide:      \$18,135.00**

**Total Proposed Budget:      \$93,335.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**      \$5,000

**Recommendation:**      This grant will support after-school program costs for high need and other families at Mitchell Elementary. An increase to the full amount requested is recommended due to the need for such programs in this community underserved by afterschool care.

**Staff Comments /  
Conditions:**

None

**Society:** Canadian Diabetes Association  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$3,000  
**Proposal Title:** "Walk and Talk" An Activity Based Program for Diabetes Self-Management  
**Grant Purpose:** Community Service / Program / Event - One-time Activity  
**Start Date (if applicable):** April 7, 2016 **End Date (if applicable):** May 26, 2016  
**Number To Be Served:** 50  
**Richmond Residents:** Majority

**Grant Request Summary:**

"Walk and Talk" is a free, eight week Canadian Diabetes Association program that teaches the principles of diabetes self-management for those living with or at risk of diabetes and their caregivers. Participants, the majority of whom are older adults, meet weekly to learn and gain new skills from professionals such as dietitians, podiatrists, diabetes educators and fitness instructors. The 1.5 hour sessions include a group walk where they can further engage with each other and the guest speaker.

"Walk and Talk" empowers people to self-manage their diabetes in a supportive, peer oriented environment. Specifically, the program goals are:

- To empower people with and at risk of diabetes through understanding of the concept of chronic disease self-management.
- To create a sense of community among individuals struggling with common barriers and issues.
- To encourage and create a supportive environment for individuals to engage in physical activity in a relaxed and non-competitive setting.
- To provide access to 'experts' in a casual and positive environment.
- To increase self-efficacy of participants.
- To increase self-reported participation in physical activity

As an inducement for participating and to help support participants in implementing their self-management action plan, each participant receives wellness tools to add to their self-management kit. Examples may include pedometers, water bottles, learn to walk diaries, physical activity trackers or hand/foot cream.

In our 2015 program delivery, the majority of respondents agreed that the Walk and Talk program has helped strengthen their knowledge of complication prevention and enabled them to live a healthier lifestyle. Healthier and happier citizens benefit the broader community as they are better able to engage and participate in community activities as well as reduce the burden on community health services and other support services.

**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:	51,791,325.00	49,795,765.00
Total Expenses:	53,469,089.00	50,286,237.00
Annual Surplus or (Deficit):	(1,677,764.00)	(490,472.00)
Accumulated Surplus or (Deficit):	10,258,094.00	12,182,584.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Expenses on programs are budgeted to outpace revenue from donations.

**Current Year:**

Expenses on programs are budgeted to outpace revenue from donations.

**Explanation for Accumulated Surplus or (Deficit):**

Historical revenue includes endowments and other donations that are not spent in year received, contributing to accumulated surplus.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
------	--------	---------------

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$2,000.00
Consultant Services	\$400.00
Volunteer Support (e.g. expenses, recognition)	\$200.00

Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$100.00
Equipment	\$0.00
Photocopying	\$200.00
Program Materials	\$2,225.00
Local Travel	\$100.00
Other	\$1,000.00

Should all funding be secured, we will use these funds to do additional promotion through the local newspaper to help reach participation target.

Office rent/mortgage/utilities are covered under CDA's annual operating budgets.

**TOTAL** **\$6,225.00**

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Independent Respiratory Services	Amount	\$1,000.00
Funder 2 Name	Roche	Amount	1000.00
Funder 3 Name	Chan Sisters Foundation	Amount	1000.00

**Amount Your Society will Provide:** **\$225.00**

**Total Proposed Budget:** **\$6,225.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$0

**Recommendation:** This application, to support the "Walk and Talk" Program, is not recommended for funding as the organization has a significant accumulated surplus and audited financial statements were not provided.

**Staff Comments / Conditions:**

None

---

**Society:** Canadian Red Cross Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$4,040  
**Proposal Title:** Keeping Richmond Seniors Safe in Their Homes and Community  
**Grant Purpose:** Operating Assistance

**Start Date (if applicable):** **End Date (if applicable):**

**Number To Be Served:** 3176  
**Richmond Residents:** 2223

**Grant Request Summary:**

The Canadian Red Cross is seeking \$4040.00 towards the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) Office. The Richmond HELP program provides free, by-donation loans of basic medical equipment to community members recovering from injury or surgery, transitioning to a permanent dependency on a mobility device, or receiving palliative care in the home. While equipment may be borrowed by anyone referred by a health care professional, our data shows that 71% of HELP clients are seniors, 46% are elderly seniors over 75, and the majority (33%) are recovering from hip or knee surgeries. Our data also shows that roughly 47% of HELP clients are low income (making less than \$20,000) - without the service, many clients could not access this equipment. At its core, HELP is about fall prevention: statistics show that 1/3 of seniors fall once or more each year. And a senior is never more vulnerable than the period immediately after they are disabled as they struggle to adjust to a world built for the able-bodied.

With a rapidly growing senior demographic, the need for medical equipment loans is rising dramatically. In the last year alone, clients of the Richmond Depot have risen by 14%, and equipment loans by 22%. The three most borrowed items in Richmond are two-wheeled walkers (18%), raised toilet seats (13%) and wheelchairs (12%).

Working from a brand new 11,000 sq. ft equipment reprocessing facility that opened in June 2014, the Technician will work alongside a team of 40 volunteers to clean and repair returned equipment, guaranteeing the highest standards of hygiene and safety. With the number of Richmond seniors set to double by 2038, the Red Cross is ramping up operations to ensure every vulnerable community member has immediate access to the medical equipment they need. HELP equipment loans are a key component of the "Home is Best" philosophy promoted by the Vancouver Coastal Health Authority.

**Richmond Services Received by Your Organization:**

Re: the Number To Be Served

The numbers above represent 14/15 service stats + 10%. As Client Numbers increased by 14% in the last year alone, this is a conservative estimate. Due to the location of the Richmond HELP Office, approximately 70% of HELP clients resided outside of the City, the majority from Delta and those living in South Vancouver. However, it is also important to note that the Red Cross' broad service mandate to serve anyone and everyone in need works both ways. Last year, 136 Richmond residents borrowed equipment at 7 HELP locations in the Lower Mainland, as far east as Nanaimo, and as far west as Kamloops.

## FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,371,074.00	2,014,000.00
Total Expenses:	2,371,074.00	2,014,000.00
Annual Surplus or (Deficit):	0.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The budget described above is for the BC HELP Program only.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

## MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$4,040.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety
2013	\$4,400.00	Health, Social & Safety

## PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)

Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$4,040.00</u></b>

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Amount	\$0.00
Funder 2 Name	Amount	\$0.00
Funder 3 Name	Amount	\$0.00

Amount Your Society will Provide: **\$36,000.00**

Total Proposed Budget: **\$40,040.00**

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$0

Recommendation: 

This request to fund for technical support is not recommended as 70% of those served by the depot reside outside Richmond. A key eligibility requirement is that primarily Richmond residents be served.

Staff Comments /  
Conditions:

None





## Grant Application Summary for 2016 Health, Social & Safety Program

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

**Society:** Children of the Street Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$4,000  
**Proposal Title:** Taking Care of Ourselves, Taking Care of Others (TCO<sup>2</sup>)  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**  
**Number To Be Served:** 25,000  
**Richmond Residents:** 750

### Grant Request Summary:

TCO<sup>2</sup> stands for Taking Care of Ourselves, Taking Care of Others and is a unique workshop designed to prevent the sexual exploitation of children and youth by empowering them with knowledge and tools to keep themselves and their peers safe. Using monologues, skits, and role-plays, a group of two young-adult Workshop Facilitators (one male, one female) engage youth participants in a meaningful and interactive examination of what sexual exploitation is, who is involved, and how to prevent it from happening. The workshop is highly customized in size, material, and length to meet the needs of each group and address the specific issues affecting each community. Topics covered include: recruitment tactics, warning signs of exploitation, human trafficking, violence and drugs in the sex trade, exploitation over the Internet, non-commercial forms of exploitation, males in the sex trade, barriers to exiting the sex trade, community resources, and how to get help. TCO<sup>2</sup> is presented free of charge to children and youth ages 10-18 (grades 5-12) throughout the province with the bulk of workshops facilitated in the Lower Mainland, including Richmond. We facilitate to such an age group because research has shown that 13 is the average age that children reported their first experience of being sexually exploited through the sex trade. The workshop acts as a springboard of discussion among young people, with their peers, siblings and families, and teaches young people to take care of themselves and others. Since school staff (teachers, principals, youth workers, etc.) also benefit from TCO<sup>2</sup> through simply being present in the classrooms while we're presenting, it is not uncommon for educators to continue the dialogue about the issue of sexual exploitation with their students following a workshop. The knowledge, resources and referrals provided in our workshops and through our support give the community tangible tools to deal with sexual exploitation.

### Richmond Services Received by Your Organization:

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

### FINANCIAL INFORMATION

**Health, Social & Safety 2016**  
**Children of the Street Society**

**\$5,000 or Less Single Year**  
**Summary Page 2**

**Your Society's Budget:**

	<u><b>Last Complete Year</b></u>	<u><b>Proposed Year</b></u>
Total Revenue:	429,779.00	841,652.00
Total Expenses:	402,021.00	841,652.00
Annual Surplus or (Deficit):	27,758.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

The accounts of Children of the Street Society are maintained on an accrual basis. The surplus results from the timing of funding coming in near the last day of our fiscal year.

**Current Year:**

N/A

**Explanation for Accumulated Surplus or (Deficit):**

N/A

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2015	\$1,010.00	Health, Social & Safety
2014	\$1,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$252,921.00
Consultant Services	\$4,059.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$18,526.00
Utilities and Telephone	\$3,686.00
Supplies	\$3,933.00
Equipment	\$1,922.00
Photocopying	\$3,105.00
Program Materials	\$1,798.00
Local Travel	\$6,055.00
Other	\$45,356.00

Others:

- Honoraria (1,025)
- Special Events (5,787)
- Postage & Courier (1,708)
- Bank Charges (186)
- Insurance (5,591)
- Licenses & Memberships (25)

**TOTAL    \$341,361.00**

**Financial Assistance from Other Sources (if applicable)**

<b>Funder 1 Name</b>	PLEA Community Services Society of BC	<b>Amount</b>	<b>\$52,500.00</b>
<b>Funder 2 Name</b>	Ministry of Justice	<b>Amount</b>	<b>50000.00</b>
<b>Funder 3 Name</b>	City of Vancouver	<b>Amount</b>	<b>20500.00</b>

**Amount Your Society will Provide:** **\$7,661.00**

**Total Proposed Budget:** **\$341,361.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$4,000

**Recommendation:**

This application, to support program expenses of workshops designed to prevent the sexual exploitation of children and youth, is recommended for the full amount requested. Strong community support for more presentations has been established.
---

**Staff Comments /  
Conditions:**

None
------

**Society:** Chimo Community Services

**Grant Type:** Over \$5000 Multi Year - Year 2

**Grant Request:** \$48,903

**Proposal Title:** 2016 Health, Social and Safety Grant

**Number Served:** Richmond Residents:

**Grant Request Summary:**

This grant supports delivery and expansion of Chimo's Crisis Line, Outreach & Advocacy, and Community Engagement programs, all of which are delivered by professionally-trained and supervised volunteers. Annually, these services support approximately 16,000 people.

Our Crisis Line and Outreach & Advocacy programs provide immediate emotional support; help with problem identification, clarification, and resolution; provide strong linkages to community resources; give practical assistance with poverty, administrative, family, immigration, and civil matters; and intervene in life-threatening situations. As a result, individuals and families are supported, in some cases lives are saved, people are able to resolve their issues and move forward with greater clarity, capacity, energy, robustness, and readiness to address future life challenges.

Our Community Engagement program offers eight educational workshops for Richmond Secondary students. Topics include suicide awareness, bullying, body image, financial literacy, stress management, and teen relationship abuse prevention.

**Changes that will impact grant use:**

n/a

**FINANCIAL INFORMATION**
**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,643,607.00	1,890,905.00
<b>Total Expenses:</b>	1,704,688.00	1,890,905.00
<b>Annual Surplus or (Deficit):</b>	(85,392.00)	0.00
<b>Accumulated Surplus or (Deficit):</b>	52,373.00	0.00

**Explanation for Annual Surplus or (Deficit):**
**Last Complete Year:**

Deficit reflects expenses incurred for marketing and fundraising activities during the

year.

Current Year:

n/a

**Explanation for Accumulated Surplus or (Deficit):**

Reason for accumulated surplus is due to a transfer of 62,000 from Chimo's Legacy Fund plus from an adjustment of the contingency reserve in the amount of 24,286 to offset the 2014 deficit.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2015	\$48,419	Health, Social & Safety
2014	\$47,940	Health, Social & Safety
2013	\$47,000	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$48,903

**Recommendation:**

This Multi-Year 2 request to support crisis response services, community engagement, outreach and advocacy programs, is recommended for the full amount requested.

**Staff Comments /**

**Conditions:**

None

**Society: Community Mental Wellness Association of Canada**
**Grant Type: Over \$5000 Multi Year - Year 1**
**Grant Request: \$37,000**
**Proposal Title: CMWAC Community Service Delivery**
**Grant Purpose: Community Service / Program / Event - Ongoing**
**Start Date (if applicable):**
**End Date (if applicable):**
**Number To Be Served: 9500**
**Richmond Residents: 9500**
**Grant Request Summary:**

Maintain funding toward support activities that promote psycho-social recovery and mental health promotion services. Monthly mental health education presentation, karaoke, dancing, tea groups, support groups, field trips, festival events, outreach support, English conversation class, knitting, mental health information events, choir, emotional support and networking, individual and family counselling in Mandarin and Cantonese, workplace skills training for family members, volunteers, and seniors impacted by mental health issues. Target groups include multicultural residents of Richmond seeking information or support services for mental health issues and referrals. The community benefit of CMWAC participants is large. Individuals affected by depression or have mental health concerns can attend a 2-3 week recovery workshop with Cognitive Behavior Treatment based healing strategies. Group and individual counselling is also offered by CMWAC counselling team composed of professionals.

Please see the emailed attachment to Lesley Sherlock for the description of the 12 programs.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**
**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	120,000.00	126,000.00
<b>Total Expenses:</b>	120,000.00	126,000.00
<b>Annual Surplus or (Deficit):</b>	0.00	0.00

Over \$5000      Multi Year - Year 1  
Summary Page 2

**Explanation for Annual Surplus or (Deficit):**

N/A

N/A

N/A

Year	Amount	Grant Program
2015	\$9,142	Health, Social & Safety
2014	\$9,051	Health, Social & Safety
2013	\$8,874	Health, Social & Safety

Personnel (Salaries and Benefits)	\$11,040.00
Consultant Services	\$4,180.00
Volunteer Support (e.g. expenses, recognition)	\$3,600.00
Office Rent or Mortgage	\$13,200.00
Utilities and Telephone	\$1,900.00
Supplies	\$1,270.00
Equipment	\$400.00
Photocopying	\$400.00
Program Materials	\$600.00
Local Travel	\$0.00
Other	\$410.00

TOTAL	<u>\$37,000.00</u>
-------	--------------------

Funder 1 Name	BC Gaming	\$98,595
Funder 2 Name	New Horizons	\$24,832
Funder 3 Name		

**Amount Your Society will Provide:** **\$48,128.00**

---

Total Proposed Budget:	<u>\$208,555.00</u>
------------------------	---------------------

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$9,352

Recommendation: 

Multi-Year 1 funding is recommended at the same level as last year, plus a Cost of Living increase, to support mental wellness education, workshops and referrals to other community services.
--

Staff Comments /  
Conditions: 

None
------



**Society: Family Services of Greater Vancouver**
**Grant Type: Over \$5000 Multi Year - Year 2**
**Grant Request: \$47,066**
**Proposal Title: Richmond Counselling, Support and Therapeutic Education Program**
**Number Served: Richmond Residents:**
**Grant Request Summary:**

The grant request will be used to continue the Counselling, Support and Therapeutic Education program that Family Services (FSGV) has provided in the City of Richmond for the last 35 years. This program offers individual, family and group counselling provided by masters level registered clinical counsellors and registered social workers and is fully accredited by CARF International. The FSGV Counselling, Support and Education program serves clients of all ages, family configurations and income groups, addressing a wide spectrum of concerns including parenting issues, emotional and behavioural difficulties in children and youth, family conflict, depression and anxiety, relationship difficulties, loss and grief etc. This program prioritized and works primarily with residents of Richmond. This program is preventative in nature, unique to Richmond, and works in partnership with other Richmond agencies. It is accessible to people who can't afford private counselling or other fee based services and/or who don't qualify for any other services. Services are provided in a variety of languages, including Cantonese and Mandarin to reflect the diverse and changing demographic of the Richmond population. All participants are given a thorough assessment at the time of intake and are actively involved in working with a clinician to set and achieve their counselling goals. On average, individuals or families are able to access 12 sessions of counselling, however, they are not limited to this number of sessions should they require further service because of the highly trained staff, this program is able to offer a wide variety of therapeutic modalities. This allows for service to be flexible to meet client needs. This program assists individuals to improve their coping skills, better deal with life's challenges, improve their quality of life and be active participants in their own lives and in society as a whole.

**Changes that will impact grant use:**

There have been no changes that would impact the grant use. While there may be some slight change in client demographics - i.e. increase in seniors requesting services etc there are not significant changes that would affect the delivery of the program or grant use.

**FINANCIAL INFORMATION**
**Your Society's Budget:**
Last Complete Year
Proposed Year

**Health, Social & Safety 2016**  
**Family Services of Greater Vancouver**

**Over \$5000      Multi Year - Year 2**  
**Summary Page 2**

<b>Total Revenue:</b>	24,145,913.00	25,350,568.00
<b>Total Expenses:</b>	24,445,043.00	25,503,586.00
<b>Annual Surplus or (Deficit):</b>	(299,130.00)	(153,018.00)
<b>Accumulated Surplus or (Deficit):</b>	652,711.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

The operating deficit was due to one time costs relating to program closures and internal department restructure. The reserves and accumulated surplus adequately cover the deficit.

**Current Year:**

Our operating deficit was a strategic investment initiative by the current board of directors. It reflects the reality of cost pressures from government contracts and our need to invest in infrastructure and training initiatives. The agency and its foundation have adequate reserves to cover the deficit.

**Explanation for Accumulated Surplus or (Deficit):**

The total accumulated surplus is the accumulated net results for over 100 programs over the years. It currently represents approximately 2.6% of annual revenues. Annual budgets will address the surplus by utilizing it to cover cost pressures from government contracts, invest in infrastructure and training initiatives.

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2015	\$47,066	Health, Social & Safety
2014	\$46,600	Health, Social & Safety
2013	\$46,600	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$47,066

**Recommendation:**

This Multi-Year 2 recommendation is to support the Counselling, Support and Therapeutic Education

Program, available to all residents on a sliding fee scale, for the full amount requested.

**Staff Comments /  
Conditions:**

None



**Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Heart of Richmond AIDS Society

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

**Grant Request:** \$15,000

**Proposal Title:** Office and Administrative Operations

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 1600

**Richmond Residents:** 1550

**Grant Request Summary:**

The office is the base for our operations and provides specific services to persons with HIV/AIDS, their friends, families and caregivers. These include: a group meeting place; location for individual guidance and advice; free computer facilities; information centre; distribution point for food and food vouchers; planning centre for our HIV 101 Education and Prevention Program which is presented annually to over 1,500 students in all Richmond high schools. This funding will cover some of the costs of this facility and the staff who manage it. The direct benefits are better, healthier lives for those living with HIV/AIDS, reducing the impact on health and community services. The indirect benefits of Education and Prevention are the avoidance of infection with HIV/AIDS along with the huge associated life changes and increased healthcare costs.

**Richmond Services Received by Your Organization:**

NA

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	161,388.00	180,000.00
Total Expenses:	161,280.00	181,000.00
Annual Surplus or (Deficit):	108.00	0.00
Accumulated Surplus or (Deficit):	8,670.97	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

The surplus is insignificant.

**Current Year:**

No surplus anticipated.

**Explanation for Accumulated Surplus or (Deficit):**

This small surplus is maintained as a short term protection against unforeseen expenses or reduced income.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$10,508	Health, Social & Safety
2014	\$10,404	Health, Social & Safety
2013	\$10,200	Health, Social & Safety

**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	\$15,000.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$15,000.00</u></b>

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name	BC Gaming	\$6,000
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<b><u>\$0.00</u></b>
Total Proposed Budget:	<b><u>\$21,000.00</u></b>

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$10,750

**Recommendation:**

Multi-Year 1 funding is recommended to assist with program costs for those with HIV/AIDS and their families, as well as education/prevention services, for the same level as last year plus a Cost of Living increase.

**Staff Comments /  
Conditions:**

None

---

**Society:** Minoru Seniors Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** The Sharing Farm Social Club  
**Grant Purpose:** Community Service / Program / Event - Ongoing

**Start Date (if applicable):** **End Date (if applicable):**

**Number To Be Served:** 45  
**Richmond Residents:** 45

**Grant Request Summary:**

Proposed activity: Intergenerational opportunity for seniors and youths from different cultures to grow and harvest healthy produce to be donated to the local Food Bank. The work includes seeding, transplanting and harvesting in raised and accessible garden beds as well as a social component at the end of each session with light lunches and sharing of stories and ideas.

Transportation is provided to and from the Sharing Farm from allocated community centres. The sessions have an emphasis on sharing and socializing between generations and diverse cultural participation with an agri-education component. Based on the increase in enrollment with participants from Asian and eastern European backgrounds and whose primary languages are not English, there is an opportunity to address a gap and a need of Richmond residents who may have barrier to participation due to language difficulty.

Community benefits: strengthens communications, maximizes resources, expands service, increases cultural exchange, stimulates learning, increases socialization and social skills, increases emotional support and enhances community interactions.

Strategic direction # 2 from the Seniors Service Plan, Providing Relevant and Appropriate Services encourages the expansion of intergenerational programming for the benefit of seniors and youth, which this program is able to fulfill.

**Richmond Services Received by Your Organization:**

Minoru Seniors Society is located in Minoru Place Activity Centre where funding for staff and building is a City responsibility. Estimate about 928,500 for the City portion of operations.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u><b>Last Complete Year</b></u>	<u><b>Proposed Year</b></u>
Total Revenue:	450,629.00	485,340.00
Total Expenses:	423,827.00	491,729.00
Annual Surplus or (Deficit):	26,802.00	(6,389.00)
Accumulated Surplus or (Deficit):	295,033.00	286,244.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Small surplus for this operation, adjustments made in staffing for the following year.

**Current Year:**

New staffing positions for the Society.

**Explanation for Accumulated Surplus or (Deficit):**

Prudent planning for future move to a new facility

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2015	\$3,535.00	Health, Social & Safety
2014	\$3,500.00	Health, Social & Safety
2013	\$2,500.00	Health, Social & Safety

**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	\$500.00
Equipment	\$300.00



**Health, Social & Safety 2016**  
**Minoru Seniors Society**

**\$5,000 or Less Single Year**  
**Summary Page 3**

Photocopying	\$50.00
Program Materials	\$150.00
Local Travel	\$900.00
Other	\$1,400.00

Light Lunches for participants and volunteers
---

<b>TOTAL</b>	<b><u>\$5,000.00</u></b>
--------------	--------------------------

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	British Columbia Ministry of Finance - Multiculturalism Grants	Amount	\$2,500.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide:	<b><u>\$700.00</u></b>
-----------------------------------	------------------------

Total Proposed Budget:	<b><u>\$8,200.00</u></b>
------------------------	--------------------------

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$3,616

**Recommendation:** This funding, to support program costs of the intergenerational Greenhouse Social Club for seniors and youth, held at the Sharing Farm, is for the same level as last year plus a Cost of Living Increase.

**Staff Comments / Conditions:**

None
------

**Society: Multicultural Helping House Society**
**Grant Type: Over \$5000 Single Year**
**Grant Request: \$50,821**
**Proposal Title: Health & Wellness Program**
**Grant Purpose: Community Service / Program / Event - Ongoing**
**Start Date (if applicable):**
**End Date (if applicable):**
**Number To Be Served: 1900**
**Richmond Residents: 1250**
**Grant Request Summary:**

MHHS seeks funding for an innovative Health & Wellness Program for 55+ers Club and live-in caregivers in Richmond. It aims to include activities that assists live-in caregivers and seniors in Richmond to

become informed on healthy lifestyles, become socially adjusted and engaged.

This program will provide health information and learning resources to them. Group activities will provide an opportunity for seniors and live-in caregivers to work together to support and encourage healthier lifestyles. Moreover, this program intends to encourage volunteerism and engagement, reduce social loneliness and isolation and improve, restore, promote and maintain optimal health. It will decrease the incidence of mental illnesses which can be costly to the health care and welfare system of Canada.

Proposed activities include Fitness through Dance and Meditation in Motion, Mind Games, Healthy Food Information Sessions, Health Education , Networking and Experience-sharing and fitplus cooking.

**Richmond Services Received by Your Organization:**

On October 4, 2014, MHHS was granted an approval for the use of the Brighthouse Elementary School Gym for its Saturday activities.

**FINANCIAL INFORMATION**
**Your Society's Budget:**
Last Complete Year
Proposed Year

**Health, Social & Safety 2016**  
**Multicultural Helping House Society**

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

Total Revenue:	458,201.00	553,987.00
Total Expenses:	627,493.00	521,798.00
Annual Surplus or (Deficit):	(169,292.00)	32,189.00
Accumulated Surplus or (Deficit):	535,349.00	567,538.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Decrease in revenue by 13%

**Current Year:**

Improved operation as reflected by a 20% increase in revenue

**Explanation for Accumulated Surplus or (Deficit):**

Due to a carry-over surplus of 704,641 from prior year

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$8,406	Health, Social & Safety
2014	\$8,323	Health, Social & Safety
2013	\$8,160	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$35,353.00
Consultant Services	\$2,640.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$4,308.00
Utilities and Telephone	\$1,020.00
Supplies	\$1,200.00
Equipment	\$0.00
Photocopying	\$300.00
Program Materials	\$4,000.00
Local Travel	\$1,000.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$50,821.00</u></b>

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$0.00

Total Proposed Budget:

\$50,821.00

#### GRANT RECOMMENDATIONS

Recommended

Amount: \$8,599

Recommendation:

Additional information was provided by MHHS to support their application for assistance with the Richmond 55+ Health & Wellness Program, including funding from other sources, as well as information about their programming, participants and budget. The recommendation is for the same level as last year, plus a Cost of Living increase.

Staff Comments /  
Conditions:

None

**Society:** Pacific Post Partum Support Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$4,300  
**Proposal Title:** Childminding at our Richmond Postpartum Support Group  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**  
**Number To Be Served:** 25  
**Richmond Residents:** 25

**Grant Request Summary:**

This grant provides for on-site childcare for mothers who attend the weekly Richmond facilitated support group for women experiencing postpartum depression or anxiety (PPD/A). Offering childcare for this group increases attendance and therefore group impact dramatically. The group now usually operates at capacity: 8 women, most of whom bring one or more children.

Furthermore, the childcare provided by trained and experienced childminders is an important component in mothers' recoveries. The professional child care workers staff a clean, spacious and welcoming child care room at Richmond Garratt Wellness Centre and provide some immediate practical relief for mothers. Many mothers experiencing postpartum depression and anxiety do not want to leave their infants; on-site childcare enables these mothers to both attend group and care for their children. Often this childcare is the first break the mother has had since the birth of the child, and this break can be a huge factor in her recovery. The mothers feel comfortable knowing their children are near, and they can temporarily leave the group meeting to nurse or settle their children.

Without support and treatment, PPD/A can negatively affect the quality of life and health outcomes for parent and child, including serious consequences such as marital breakdown, child neglect and abuse, and suicide. PPD/A risk is close to 50% higher for new immigrants in urban areas, a group that includes many Richmond families.

**Richmond Services Received by Your Organization:**

group and for the childcare for the group, weekly (ongoing).

## FINANCIAL INFORMATION

### Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	375,788.00	300,845.00
Total Expenses:	341,360.00	300,845.00
Annual Surplus or (Deficit):	34,428.00	0.00
Accumulated Surplus or (Deficit):	73,969.00	0.00

### Explanation for Annual Surplus or (Deficit):

#### Last Complete Year:

In an effort to correct the prior year's significant deficit, the Society implemented new controls and procedures to better manage expenses. A small over-correction occurred.

2014/15 revenue and expenses includes 47,334 in revenue and expense from a 12 month, one-time contract which began in July 2014.

#### Current Year:

We are expecting to balance the budget. We are closely watching and managing expenses as well as revenues and adjusting as necessary.

### Explanation for Accumulated Surplus or (Deficit):

This represents our operational surplus of 50,877 to cover unexpected shortfalls such as those that occurred in 2014 as well as 23,092 in temporarily restricted surplus funds.

### MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$1,515.00	Health, Social & Safety
2014	\$1,500.00	Health, Social & Safety
2008	\$2,500.00	Health, Social & Safety

### PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$4,300.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00

**Health, Social & Safety 2016**  
**Pacific Post Partum Support Society**

**\$5,000 or Less Single Year**  
**Summary Page 3**

Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

**TOTAL      \$4,300.00**

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Amount	\$0.00
Funder 2 Name	Amount	\$0.00
Funder 3 Name	Amount	\$0.00

**Amount Your Society will Provide:      \$800.00**

**Total Proposed Budget:      \$5,100.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**      \$1,550

**Recommendation:**

This grant will assist with child minding expenses to enable new mothers with postpartum depression to access support services, recommended for the same level as last year plus a Cost of Living increase.
---

**Staff Comments /  
Conditions:**

None
------

**Society:** Parish of St. Alban's (Richmond)**Grant Type:** Over \$5000      Single Year**Grant Request:** \$51,382**Proposal Title:** St. Alban's Extreme Weather Shelter, Drop In Centre, & Community Meal**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 750**Richmond Residents:** 685**Grant Request Summary:**

1. Extreme Weather Shelter - the only shelter in Richmond offering shelter and meals to the city's neediest women, children and men. Our mandate is to save lives, by opening on the coldest night of the year, but we offer more: dignity, companionship and service referrals. Over the years, we have helped several of our shelter guests secure jobs, get into rehabilitation programs, find housing, and reconnect with families. This not only helps the individuals, but it helps our community by reducing the number of people on the streets and reducing crime associated with homelessness.

2. Drop-In Centre - This initiative commenced in October 2012 and is open weekdays. This drop-in centre was identified as one of the top priorities for the City of Richmond by the Richmond Homelessness Coalition. The drop-in centre targets the poor, the marginalized and the isolated individuals in our city, including new Canadians (a large population in Richmond), people with mental health issues and those who are underemployed or unemployed. The purpose is to provide our guests with a place where they can be supported, re-engage with the community and be directed to counselling, health care information and employment services. Our aim is to help them become better equipped to sustain relationships and become more aware of community resources.

3. Community Meal - We serve a hot, nourishing meal to 140 - 175 people every Tuesday from September to June. We served 7,268 meals to men, women, children including seniors, families, new immigrants, the isolated and the poor. We also offer volunteer services.



4. Shower Program – Every Saturday, from 7:30 to 10:00am, a safe and respectful place is provided for those in need to take a hot shower. The program provides soap, shampoo and conditioner, razors, towels, fresh underwear and clothing. A hearty, hot breakfast is provided for both guests and volunteers.

**Richmond Services Received by Your Organization:**

The City installed a shower for use by the clients of the Shelter.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	224,448.68	142,185.00
Total Expenses:	245,172.10	251,012.07
Annual Surplus or (Deficit):	(20,723.42)	(31,072.07)
Accumulated Surplus or (Deficit):	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

An increase in expenses along with a decrease in donations

**Current Year:**

An increase in expenses along with a decrease in donations

**Explanation for Accumulated Surplus or (Deficit):**

An increase in expenses along with a decrease in donations

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$12,500	Health, Social & Safety
2014	\$10,000	Health, Social & Safety
2013	\$9,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$39,520.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$8,000.00
Supplies	\$0.00

Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$3,862.00

Food

**TOTAL      \$51,382.00**

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name

Funder 2 Name

Funder 3 Name

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

**Total Proposed Budget:** \$51,382.00

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$15,000

**Recommendation:**

This grant, recommended for an increased amount, will support the Extreme Weather Shelter, Drop-in Centre, Community Meal and Shower Program. A total of 250 volunteers and strong partnerships support the three programs. Other funders are identified in the Financial Statements.

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Pathways Clubhouse  
**Grant Type:** Over \$5000 Multi Year - Year 2  
**Grant Request:** \$34,340  
**Proposal Title:** Pathways Clubhouse  
**Number Served:** Richmond Residents:

**Grant Request Summary:**

The grant will be used to subsidize our Meal Program, rent costs, and operating costs.

Pathways Clubhouse is an evidence based, community rehabilitation program for people recovering from a mental illness, and is open everyday of the year.

The majority of our members are living on disability benefits, and having a nutritional meal is essential to assist with their mental and physical wellness. The majority of the grant will be used to subsidize the meal program, with the rest being used for rent and operating costs.

**Changes that will impact grant use:**

Although there are no changes in our application, due to the rising costs of food, we were over budget. We have applied to a variety of foundations to assist with this cost pressure.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,756,216.00	2,643,286.00
Total Expenses:	2,800,341.00	2,665,310.00
Annual Surplus or (Deficit):	(44,125.00)	16,524.00
Accumulated Surplus or (Deficit):	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

This included amortization of 103,439 which created the loss.

**Current Year:**

Amortization for this year is 16,524.

**Explanation for Accumulated Surplus or (Deficit):**

n/a

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2015	\$34,340	Health, Social & Safety
2014	\$34,000	Health, Social & Safety
2013	\$34,000	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$34,340

**Recommendation:**

This Multi-Year 2 grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness, recommended for the full amount requested.

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2016**  
**Health, Social & Safety Program**

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

**Society:** Richmond Addiction Services Society

**Grant Type:** Over \$5000 Multi Year - Year 2

**Grant Request:** \$219,026

**Proposal Title:** Centre of Excellence in the Prevention of Substance Use, Misuse, Problem

**Number Served:** Richmond Residents:

**Grant Request Summary:**

RASS has received funding to support the City of Richmond to prevent the impacts and consequences of substance use, misuse and addiction as well as problem gambling and other addictive behaviours. In addition, we aim to delay the onset of first use by increasing the awareness of positive coping skills, decision making skills and increase the number of developmental assets in members of our community by offering awareness campaigns, teaching coping and decision making skills and creating partnerships with other agencies to help build the social connectedness in our city. Funding from the city supports RASS to operate a professional and highly regarded and accredited programs and services. The target groups are children, youth, parents and seniors with culturally appropriate interventions and programs to engage, and educate our community. The benefits of our programming are seen in falling substance use rates across the community, increased community engagement and service contacts with our agency. In addition the partnerships, collaborative projects and programs illustrate the many benefits our community receives from the work being done at RASS.

**Changes that will impact grant use:**

There will be no changes for this year.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,205,267.00	1,192,870.00
<b>Total Expenses:</b>	1,205,049.00	1,192,870.00
<b>Annual Surplus or (Deficit):</b>	218.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	71,522.00	71,522.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Small surplus was budgeted - not significant

**Current Year:**

No surplus or deficit budgeted for current year

**Explanation for Accumulated Surplus or (Deficit):**

Carryover from previous years.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2015	\$204,368	Health, Social & Safety
2014	\$202,345	Health, Social & Safety
2013	\$198,377	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                \$209,068

**Recommendation:**

This Multi-Year 2 grant, including a Cost of Living allowance, will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours.

**Staff Comments /  
Conditions:**

None



## Grant Application Summary for 2016 Health, Social & Safety Program

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

**Society:** Richmond Amateur Radio Club  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$2,200  
**Proposal Title:** Emergency Communications and Community Event Support  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**  
**Number To Be Served:** Population of Richmond  
**Richmond Residents:** All

### Grant Request Summary:

For the Richmond Amateur Radio Club (RARC) to effectively carry out its Emergency Communications and Community Support programs, additional funding is required for communications collateral (GOG radio station renovations), volunteer support, and training and education expenses. This will allow RARC the necessary resources to maintain its role in providing emergency radio communications support at local community events in Richmond (i.e. Steveston Salmon Festival Canada Day Parade, Terry Fox Run, SOS Children's Villages Run) and educating the general public about Amateur radio in emergency communications at local community events (e.g. presentations at CCM Safety & Secure Living Fair, BC Science Teachers' Association Conference, City of Richmond Works Yard Open House). By supporting local community activities, and contributing to the overall public safety at those events, the RARC will be more experienced and better prepared to carry out its role in emergency radio communications support for the City of Richmond by supporting the city's Emergency Programs' Emergency Social Services (ESS), and being a part of the Provincial Emergency Program (PEP) under Emergency Management BC (EMBC).

### Richmond Services Received by Your Organization:

Use of City Works Yard for parking emergency communications trailer and locating the club's UHF/VHF repeater on the yard's radio tower. These are in-kind exchange of services for the club's volunteer services to the City of Richmond and Steveston Community Society without any economic value.

### FINANCIAL INFORMATION

#### Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	3,735.72	1,531.00
<b>Total Expenses:</b>	2,145.80	3,076.00

**Health, Social & Safety 2016**  
**Richmond Amateur Radio Club**

**\$5,000 or Less Single Year**  
**Summary Page 2**

Annual Surplus or (Deficit):	1,879.92	(1,545.00)
Accumulated Surplus or (Deficit):	1,838.19	293.19

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

1545 grant received in March 2015 was not spent by fiscal year end on Apr. 30, 2015, therefore leaving surplus of 1879.92.

**Current Year:**

Budget was established to account for unspent grant amount of 1545.00 which contributed to the previous year's surplus.

**Explanation for Accumulated Surplus or (Deficit):**

Additional surplus was due to more than forecasted students taking the radio course.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$1,545.00	Health, Social & Safety
2014	\$1,530.00	Health, Social & Safety
2013	\$1,500.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$150.00
Office Rent or Mortgage	\$200.00
Utilities and Telephone	\$950.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$300.00
Program Materials	\$600.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$2,200.00</u></b>

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Amount	\$0.00
---------------	--------	--------



Funder 2 Name	Amount	\$0.00
Funder 3 Name	Amount	\$0.00
Amount Your Society will Provide:		<u>\$1,500.00</u>
Total Proposed Budget:		<u>\$3,700.00</u>

#### GRANT RECOMMENDATIONS

Recommended  
Amount: \$1,581

Recommendation:

This grant will assist with equipment repair and replacement, as well as volunteer expenses, for amateur radio operations that, in the event of emergency, would contribute to the safety of Richmond residents. The recommended level is the same as last year, plus a Cost of Living increase.

Staff Comments /  
Conditions:

None



## Grant Application Summary for 2016 Health, Social & Safety Program

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

**Society:** Richmond Bethel Mennonite Brethren Church

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

**Grant Request:** \$5,000

**Proposal Title:** Food For Life community meal

**Grant Purpose:** Community Service / Program / Event - Ongoing

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 180

**Richmond Residents:** 170

### Grant Request Summary:

Food For Life is a free community meal offered every Wednesday from September to June. Richmond Bethel Church hosts this service with its volunteers who prepare and serve the meals.

Although the meal service is open to anyone who comes, we find that our outside guests fall primarily into 3 groups - the disadvantaged, new immigrants, and the elderly. They come in growing numbers not only for the free hot meal, but also for the camaraderie and social interaction that they might not otherwise receive.

We at Richmond Bethel Church believe that this meal service helps to build a greater sense of community in Richmond by bringing a varied group of people together on a regular basis.

### Richmond Services Received by Your Organization:

Richmond Bethel Church does not receive services from the city of Richmond but does receive property tax relief.

### FINANCIAL INFORMATION

#### Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	290,976.33	274,095.00
Total Expenses:	319,097.16	276,836.00
Annual Surplus or (Deficit):	(28,120.83)	(2,741.00)
Accumulated Surplus or (Deficit):	(51,245.96)	(47,831.96)

#### Explanation for Annual Surplus or (Deficit):

**Last Complete Year:**

A drop in membership resulted in a substantial drop in general offerings that created the deficit at yearend.

Current Year:

A decrease in rental income has resulted in the current year's deficit.

Explanation for Accumulated Surplus or (Deficit):

Deficit budgets over the past 3 years is the reason for our accumulated deficit.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$2,576.00	Health, Social & Safety

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	\$5,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$5,000.00</u>

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Gilmore Park United Church	Amount	\$5,000.00
Funder 2 Name	Royal Bank of Canada	Amount	3000.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: \$5,500.00

Total Proposed Budget: \$18,500.00

GRANT RECOMMENDATIONS

Recommended

**Amount:** \$2,635

**Recommendation:**

This grant will assist with supplies for the weekly Food for Life community meal, recommended for the same level as last year plus a Cost of Living increase.
---

**Staff Comments /**  
**Conditions:**

None
------



**Multi-Year Grant Application for 2016**  
**Health, Social & Safety Program**

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

**Society:** Richmond Family Place Society  
**Grant Type:** Over \$5000 Multi Year - Year 2

**Grant Request:** \$30,000

**Proposal Title:** Richmond Family Place Society

**Number Served:** Richmond Residents:

**Grant Request Summary:**

Richmond Family Place Society (RFP) is seeking funding to support its operating costs. RFP provides a wide array of preventative family support services and s programs to families with children birth to 12 years of age living in Richmond. These programs are delivered by qualified Early Childhood Educators and Pre-Teen Workers at 14 different sites throughout Richmond. The essence of Richmond Family Place is to promote community initiatives, enhance the parenting skills of caregivers, provide children opportunities to learn the skills they need to be successful in school and beyond, and to support the family as a whole. Families are also given information about other community resources. By participating in Family Place programming, parents feel less isolated, develop important social networks, establish a sense of belonging to their community and acquire a greater level of self confidence and self-esteem. This enables them to play a more active role in the community; they are more willing to be involved, to participate in problem solving efforts, to participate in community building initiatives, to care for and look after one another and to have a greater level of commitment to improving the community they live in. In addition to this, space at Debeck is made readily available and accessible to other community serving agencies for the purpose of providing programs that benefit the health and well-being of families, and therefore communities. Strong and healthy families build strong and healthy communities.

**Changes that will impact grant use:**

Year 1 reviewed and no changes are requested.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	827,137.00	745,458.00
Total Expenses:	808,142.00	736,531.00
Annual Surplus or (Deficit):	18,995.00	8,927.00
Accumulated Surplus or (Deficit):	79,243.00	88,170.00

**Explanation for Annual Surplus or (Deficit):**

Last Complete Year:

The surplus for the last complete year is due to the 4.5 month vacancy of the Executive Director position while an exhaustive Executive Director search was in place.

**Current Year:**

Following good fiscal responsibility and guidelines for non-profits a small surplus is achieved.

**Explanation for Accumulated Surplus or (Deficit):**

Following good fiscal responsibility and risk management practices a healthy accumulated surplus is needed for cash flow and reserves.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2015	\$24,725	Health, Social & Safety
2014	\$24,480	Health, Social & Safety
2013	\$24,000	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$25,294

**Recommendation:**

This Multi-Year 2 grant, for family support programs and other preventative services for families with children up to 12 years, is recommended for the same level as last year plus a Cost of Living increase.

**Staff Comments /**

**Conditions:**

None

**Society:** Richmond Food Bank Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Richmond Poverty Response/Richmond Rental Connect  
**Grant Purpose:** Operating Assistance

**Start Date (if applicable):** **End Date (if applicable):**

**Number To Be Served:** 250+  
**Richmond Residents:** 250+

**Grant Request Summary:**

Richmond PRC project for 2016 and beyond:

Full Participation – Eliminating Barriers to Access

**Background:** Over 20% of Richmond residents live in poverty, which affects new immigrants, seniors, disabled, youth, single parent families and low-income families disproportionately and affects their ability to access vital services and programs including those concerning health and wellness, housing, food, childcare and recreation. This project will identify, investigate and propose local Richmond solutions to persistent barriers that effectively bar low-income people from participating fully in society.

**Past Projects:** Our core work is to coordinate numerous activities and conduct projects related to poverty reduction. Since 2000, we have developed and delivered a number of pilot projects that have become established programs in Richmond, and are administered by non-profit agencies with the capacity to continue them (Richmond Shares, Chimo Outreach and Advocacy, Richmond Low Income Resource Directory, Richmond Food Security Society and Richmond Rental Connect).

**New Project:** After 15 years of filling the gaps in service, members of the Richmond PRC see the need for a project that focuses on identifying the persistent barriers for low-income people that effectively bar them from participating fully in society. We believe that gaps will continue unless we can identify the systemic reasons and promote change in access and delivery of services and programs. We fully believe that investing in the human potential of low-income people will enrich society and contribute to greater good of

our economy.

The project will be in three phases (multi-year 2016 - 2018)

Phase 1: Mapping: (2016) We will map various services and programs in Richmond and develop a multi-modal database and website to assist low-income people to navigate the current systems. We will work with Richmond Cares Richmond Gives to upgrade the Low Income Resource Directory and make it more functional and responsive

**Richmond Services Received by Your Organization:**

none

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	22,086.00	24,041.00
Total Expenses:	21,261.00	17,279.00
Annual Surplus or (Deficit):	825.00	6,762.00
Accumulated Surplus or (Deficit):	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

The surplus reflects funds for a project carried over to 2015.

**Current Year:**

The expenses are year to date as of October 31. The funds will be used for completing rental connect project and maintaining PRC operations until March 2016 when City grant, if approved, as received.

**Explanation for Accumulated Surplus or (Deficit):**

none

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$5,000.00	Health, Social & Safety
2014	\$5,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**



**Health, Social & Safety 2016**  
**Richmond Food Bank Society**

**\$5,000 or Less Single Year**  
**Summary Page 3**

Personnel (Salaries and Benefits)	\$5,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Vancouver Coastal Health	Amount	\$10,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide:	<b><u>\$2,000.00</u></b>
Total Proposed Budget:	<b><u>\$17,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$5,000

**Recommendation:** This grant will assist the Poverty Response Committee to map services and programs, develop a database and website for low-income residents and, in partnership with Richmond Cares Richmond Gives, upgrade the Low Income Resource Directory. The recommendation is for the full amount requested.

**Staff Comments /  
Conditions:**

None

**Society: Richmond Food Security Society**
**Grant Type: Over \$5000 Single Year**
**Grant Request: \$18,000**
**Proposal Title: Building a Food Secure Richmond**
**Grant Purpose: Operating Assistance**
**Start Date (if applicable):**
**End Date (if applicable):**
**Number To Be Served: 5000**
**Richmond Residents: 5000**
**Grant Request Summary:**

Richmond Food Security Society (RFSS) is a community organization committed to building a nutritious, safe, secure and affordable food system through education, skills development, research and policy change.

RFSS provides many community programs including:

- Richmond Community Gardens, where a wide range of Richmond residents, including new immigrants, seniors and low income individuals can access one of over 300 garden plots at nine sites across the city to engage in community, healthy physical activity and produce healthy, organic foods for themselves and their families. Funds from this grant stream will help us provide this program at a price that all residents can afford.
- Stir It Up Youth Kitchen, where Richmond youth at risk can attend free, weekly sessions and learn to cook healthy meals, and experience the benefits of connecting with positive mentors and peers. There is often leftovers that youth can take home to their families.
- Richmond Fruit Recovery Project, where teams of volunteers connect with local residents with surplus fruit to pick and deliver to the Richmond Food Bank, to ensure low income residents have access to healthy fresh foods.
- Food For Thought Book Club, where Richmond residents gather and connect once each month to read and discuss current books related to food security. This program helps to socially engage residents and build networks of support.

In addition, RFSS is engaged in research projects such as:

- Multicultural Study, where we are engaging with multicultural community groups

including new immigrants to explore their barriers and needs to becoming food secure

- Healthy Food Retail Study, where we are exploring physical access to healthy food across the city in order to ensure all people have easy access to healthy foods.

Combined, these programs and research initiative contribute significantly to a healthy, socially engaged and food secure Richmond.

**Richmond Services Received by Your Organization:**

The City of Richmond provides Richmond Food Security Society (RFSS) with office space at Terra Nova Rural Park, under our operating agreement to manage the Richmond Community Gardens. We also receive free access to the Red Barn to host events and workshops.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u><b>Last Complete Year</b></u>	<u><b>Proposed Year</b></u>
<b>Total Revenue:</b>	206,375.00	131,172.00
<b>Total Expenses:</b>	200,125.00	163,065.00
<b>Annual Surplus or (Deficit):</b>	6,250.00	5,245.47
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

The last fiscal year ended with :

- a deficit of unrestricted funds of 6,225.56
- a deficit in the internally restricted Community Garden program of 10,261.11
- a surplus in externally restricted funds of 38,149.91

The Community Garden program continues to be a financial drain on the society, simply because it takes more time to run than the plot fees cover. We are actively working with staff in the Parks Department to resolve this, but funds from this Health, Social and Safety grant stream would assist greatly in reducing accumulated deficit while we strategize for the long term.

**Current Year:**

unconfirmed funds. Please notice that several programs operate under cost, and depend on significant fundraising efforts to exist. In particular, the community gardens program had a net loss in the last fiscal year 10,261.11, and continues to accumulate deficit in this fiscal year.

**Explanation for Accumulated Surplus or (Deficit):**

Apologies, due to transition in staff and treasurer, this is difficult question to answer. See explanation for last fiscal year surplus (and deficit) for details.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$5,050	Health, Social & Safety
2014	\$5,000	Health, Social & Safety
2013	\$4,080	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$16,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$1,000.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$500.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$18,000.00</u></b>

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name	Vancouver Coastal Health	\$37,000
Funder 2 Name	Nutrition Link	\$10,000
Funder 3 Name	BC Gaming	\$40,000

Amount Your Society will Provide:	<b><u>\$10,000.00</u></b>
Total Proposed Budget:	<b><u>\$115,000.00</u></b>

---

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                \$5,166

**Recommendation:**

This grant will support operating expenses of food security program costs such as the Stir-it-Up Kitchen program for at-risk youth and the Richmond Fruit Recovery Project. The recommended level is the same as last year plus a Cost of Living increase.
--

**Staff Comments /  
Conditions:**

None
------



**Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Richmond Hospice Association

**Grant Type:** Over \$5000 Single Year

**Grant Request:** \$15,000

**Proposal Title:** Hospice Palliative Support Programs and Resources for Richmond residents

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 300

**Richmond Residents:** 300

**Grant Request Summary:**

Fund 2 part time staff positions at risk of being lost which are critical to the delivery of hospice palliative support in the city. Our services are available to all Richmond residents. These positions provide volunteer management, scheduling in all settings as well as support and recognition of volunteers, hospice palliative volunteer training programs (2 thirty hour programs annually). We provide the only training program for hospice palliative volunteers in Richmond. Also included are group facilitation of all of our group programs which are as follows 5, six week grief support groups annually, 3 ongoing monthly drop in groups, weekly walking and relaxation groups, community education and awareness programs at local community centres and our library program. In addition we will be offering counseling sessions to those clients for whom it is the only appropriate service, All of our programs are free of charge in keeping with the mandate of the Canadian Hospice Palliative Care Association. Referrals are received from medical professionals, other social service agencies and by word of mouth.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	79,427.00	100,000.00
<b>Total Expenses:</b>	85,865.00	100,610.00
<b>Annual Surplus or (Deficit):</b>	(6,438.00)	(610.00)
<b>Accumulated Surplus or (Deficit):</b>	(6,438.00)	(610.00)

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Last year donations were down as were program fees.

Current Year:

Explanation for Accumulated Surplus or (Deficit):

We continue with a deficit however it will be decreasing as we raise our profile and

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$7,211	Health, Social & Safety
2014	\$7,140	Health, Social & Safety
2013	\$7,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$12,000.00
Consultant Services	\$500.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$350.00
Supplies	\$300.00
Equipment	\$350.00
Photocopying	\$500.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$300.00

Snacks and Beverages for program attendees

**TOTAL      \$15,000.00**

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name	BC Gaming Commission	\$48,000
Funder 2 Name	Vanocuver Coastal Health	\$15,000
Funder 3 Name		

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

**Total Proposed Budget:      \$78,000.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                      \$10,000

**Recommendation:**

This grant will support the operating expenses of volunteer management and training staff, who support palliative care volunteers, as well as a number of grief support and counselling programs. An increased level is recommended as volunteers play a key role in end-of-life support services.
--

**Staff Comments /  
Conditions:**

None
------





**Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Richmond Mental Health Consumer and Friends

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

**Grant Request:** \$5,015.5

**Proposal Title:** Administrative Support for All Programs

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 100

**Richmond Residents:** 90

**Grant Request Summary:**

The position will create an atmosphere of cooperation and encourage socialization. Proposed activities: to provide support to staff and members of RCFC that will help to ease the workload for the former and enhance the quality of life for the latter. Target group(s): persons with mental illness.

**Richmond Services Received by Your Organization:**

n/a

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	296,901.19	272,598.66
<b>Total Expenses:</b>	296,489.73	272,598.66
<b>Annual Surplus or (Deficit):</b>	411.46	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Left over for cheques not cashed before the end of the fiscal year.

**Current Year:**

No surplus or deficit budgeted for.

**Explanation for Accumulated Surplus or (Deficit):**

There is not an accumulated surplus or deficit.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

**Health, Social & Safety 2016****Over \$5000****Multi Year - Year 1****Richmond Mental Health Consumer and Friends Society****Summary Page 2**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2015	\$3,677	Health, Social & Safety
2014	\$3,641	Health, Social & Safety
2013	\$3,570	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$4,515.50
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$240.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$130.00
Local Travel	\$130.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$5,015.50</u></b>

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name

Funder 2 Name

Funder 3 Name

**Amount Your Society will Provide:** **\$0.00****Total Proposed Budget:** **\$5,015.50****GRANT RECOMMENDATIONS****Recommended****Amount:** \$3,762**Recommendation:**

This grant will support the a part-time staff person, a mental health services recipient, to provide administrative assistance and support for those with mental illness and their families. The recommendation includes a Cost of Living increase.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Richmond Multicultural Community Services

**Grant Type:** Over \$5000 Multi Year - Year 2

**Grant Request:** \$15,000

**Proposal Title:** Multicultural Richmond

**Number Served:** Richmond Residents:

**Grant Request Summary:**

The City grant will be used to subsidize administrative positions and support the core operating functions of RMCS maximizing organizational capacity and allowing us to: identify and meet the unique needs of the growing immigrants and refugee communities of Richmond, assist newcomers with their settlement and integration process; assist newcomers to become familiar with Canadian culture and become contributing members of the community; develop new cohesive programs and services in partnership with community organizations; develop strategies to assist the City of Richmond to become more welcoming and inclusive of newcomers; and, provide diversity and cross-cultural education and awareness. All these activities will work towards realizing the vision "For the City of Richmond to be the most appealing, livable, and well managed community in Canada"

**Changes that will impact grant use:**

n/a

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,219,509.00	1,037,456.00
Total Expenses:	1,050,286.00	1,037,463.00
Annual Surplus or (Deficit):	169,223.00	7.00
Accumulated Surplus or (Deficit):	387,201.00	387,208.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Our funders require us to have 3 months worth of expenses in assets to prove financial stability in the event of delays in funding.

**Current Year:**

n/a

**Explanation for Accumulated Surplus or (Deficit):**

we are planning on allocated these dollars as we realize what the needs of the Syrian refugees will be and are hiring an Arabic worker to support these newcomers

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2015	\$10,508	Health, Social & Safety
2014	\$10,404	Health, Social & Safety
2013	\$10,200	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                \$10,750

**Recommendation:**    This Multi-Year 2 grant will support the operating expenses of immigrant, refugee and welcoming community programs, providing the same level as last year plus a Cost of Living increase.

**Staff Comments /  
Conditions:**            None

**Society: Richmond Society for Community Living****Grant Type: Over \$5000 Multi Year - Year 1****Grant Request: \$20,000****Proposal Title: Family Resource Program****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 5000****Richmond Residents: 5000****Grant Request Summary:**

Richmond Society for Community Living (RSCL) is the largest provider of services for people with developmental disabilities in the City of Richmond. Through the continuum of programs and support services that respond to the changing needs of the individual over their life-span, RSCL assists more than 1100 people with developmental disabilities to participate and contribute fully as valued members in the community. RSCL also offers supports for their families. Further, RSCL offers programs and awareness initiatives in the community which help to create a more inclusive community and improve everyday life for everybody in Richmond.

The Family Resource Program provides information, resources and support to individuals and families who currently receive services. It also responds to requests from the community including inquiries for service from residents who are new to the community and requests for presentations in the school system and community in order to improve awareness about the value of community inclusion.

The Family Resource Coordinator provides referrals for families to access services and programs offered by community partners and can act as an advocate for the family to ensure appropriate continuum of care. Recognizing the need for support over the life-course, the program provides assistance to families and individuals with a developmental disability during all of life's transitions, resulting in the improvement in the quality of life for the individuals and the improved well-being of the family unit.

RSCL continues to see an increased demand for service, with little to no funding increases from government to respond to the demand. Waitlists are preventing children and adults from living their lives. The Family Resource Program supports individuals and families who have limited or no access to programs to advocate for increases to service to ensure

that all residents of Richmond can live and participate in their community.

**Richmond Services Received by Your Organization:**

RSCL currently receives tax exemption for five residential properties which are part of RSCL's Home Share Program and are home to eleven adults with developmental disabilities. In addition, RSCL leases child care space through the City of Richmond for \$1/year to operate Treehouse early Learning Centre which provides day care and preschool to 30 children ages 30 months to five years. Further, each year the City of Richmond waives the rental fee for King George Park and provides use of a City BBQ for reduced rate to support RSCL's annual Family Picnic.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	11,445,021.00	11,421,073.36
Total Expenses:	11,491,902.00	11,348,102.21
Annual Surplus or (Deficit):	(46,881.00)	72,969.15
Accumulated Surplus or (Deficit):	(84,469.31)	(11,500.16)

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

The accumulated deficit was caused by an unexpected increase to union salaries when the when the provincial government reneged on funding an agreed upon wage increase, forcing RSCL to cover these cost.

**Current Year:**

The current surplus is budgeted to pay down a significant accumulated deficit caused by increased wage requirements in the previous year.

**Explanation for Accumulated Surplus or (Deficit):**

The accumulated deficit is the result of amortized capital expenses.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$14,280	Health, Social & Safety
2014	\$14,280	Health, Social & Safety
2014	\$2,161	Child Care Capital

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits) \$15,000.00

**Health, Social & Safety 2016**  
**Richmond Society for Community Living**

**Over \$5000      Multi Year - Year 1**  
**Summary Page 3**

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	\$5,000.00

Workshops and Special events

counseling services

**TOTAL      \$20,000.00**

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name    **BC Gaming Commission - Direct Access**      **\$13,000**

Funder 2 Name    **Coast Capital Savings**      **\$6,000**

Funder 3 Name

**Amount Your Society will Provide:      \$15,000.00**

**Total Proposed Budget:      \$54,000.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:      \$15,000**

**Recommendation:**

This Multi-Year 1 grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. An increase is recommended due to increased demand and the benefits to families over the life course of family members.

**Staff Comments /  
Conditions:**

None



**Society: Richmond Stroke Recovery Centre**
**Grant Type: Over \$5000 Multi Year - Year 1**
**Grant Request: \$9,000**
**Proposal Title: Year 1 of Multiples**
**Grant Purpose: Community Service / Program / Event - Ongoing**
**Start Date (if applicable):**
**End Date (if applicable):**
**Number To Be Served: 45**
**Richmond Residents: 45**
**Grant Request Summary:**

With approximately 6500 strokes per year in BC, the primary concern for stroke survivors/caregivers after hospital discharge, is where a person would find support within their community. Richmond Stroke Recovery Centre has been providing this service since 1997. Stroke survivors biggest challenge is isolation, society provides events, support through social interaction, therapy, and resource information.

**Richmond Services Received by Your Organization:**

Room rental at South Arm Community Centre, 5.00 per drop in member, and this facility is use four times a month.

**FINANCIAL INFORMATION**
**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	14,990.00	16,992.00
Total Expenses:	574.00	3,906.00
Annual Surplus or (Deficit):	14,416.00	12,096.00
Accumulated Surplus or (Deficit):	14,416.00	12,096.00

**Explanation for Annual Surplus or (Deficit):**
**Last Complete Year:**

n/a

**Current Year:**

n/a

**Explanation for Accumulated Surplus or (Deficit):**

Society has operated since 1997 and membership dues and donations accumulated plus

prudent management

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
------	--------	---------------

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$3,000.00
Consultant Services	\$4,600.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$2,700.00
Utilities and Telephone	\$170.00
Supplies	\$100.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$1,500.00

Transportation to annual fund raiser and special events. With most all members in wheelchairs or some sort of walking support equipment, this is challenging to move members to event.

**TOTAL      \$13,070.00**

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name   Friends & Family Member donations      \$1,680

Funder 2 Name

Funder 3 Name

**Amount Your Society will Provide:      \$12,000.00**

**Total Proposed Budget:      \$21,000.00**

**GRANT RECOMMENDATIONS**

Recommended  
Amount:      \$0

Recommendation:      The Richmond Stroke Recovery Centre has broken off from the Stroke Recovery Association of BC

(SRABC) to operate independently. As other funding sources have not been pursued, and financial information still reflects that of the SRABC, a 2016 grant is not recommended. Staff will meet with representatives prior to future applications to ensure that criteria are understood.

**Staff Comments /  
Conditions:**

None

**Society: Richmond Women's Resource Centre**
**Grant Type: Over \$5000 Multi Year - Year 1**
**Grant Request: \$55,000**
**Proposal Title: City Grant for Richmond Women's Resource Centre**
**Grant Purpose: Operating Assistance**
**Start Date (if applicable):**
**End Date (if applicable):**
**Number To Be Served: 7000**
**Richmond Residents: 7000**
**Grant Request Summary:**

RWRC is the only women's centre in Richmond. Our mission statement is: "To provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential." We provide programs, services and support to empower women. Our primary role is to enable women to obtain assistance they need, which increases their well-being and the well-being of their families. Many women we help come back to volunteer and help other women, thus giving back to the community. RWRC also works with other organizations to address issues affecting women such as violence, poverty, child care, affordable housing and access to legal services.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**
**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	136,225.00	168,200.00
<b>Total Expenses:</b>	130,859.00	168,200.00
<b>Annual Surplus or (Deficit):</b>	5,366.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	16,072.00	0.00

**Explanation for Annual Surplus or (Deficit):**
**Last Complete Year:**

Our Centre was closed for 6 weeks from July 11, 2014 to Aug. 24, 2014.

**Current Year:**

N/A. We are budgeting a balanced budget for current year.

**Explanation for Accumulated Surplus or (Deficit):**

We redeemed a GIC to cover the shortage of funds.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$15,762	Health, Social & Safety
2014	\$15,606	Health, Social & Safety
2013	\$15,300	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$34,500.00
Consultant Services	\$2,400.00
Volunteer Support (e.g. expenses, recognition)	\$100.00
Office Rent or Mortgage	\$6,500.00
Utilities and Telephone	\$1,100.00
Supplies	\$4,600.00
Equipment	\$500.00
Photocopying	\$0.00
Program Materials	\$5,300.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$55,000.00</u></b>

**Financial Assistance from Other Sources (if applicable):**

Funder 1 Name	BC Gaming Grant	\$86,000
Funder 2 Name	Health Science Association	\$10,000
Funder 3 Name		

Amount Your Society will Provide:	<u>\$17,200.00</u>
Total Proposed Budget:	<u>\$168,200.00</u>

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$20,000

Recommendation: This Multi-Year 1 grant will support women's programs and services, including skills training,

English conversation and peer support groups designed to empower women and help them obtain needed assistance. An increased level is recommended due to the accessibility of the services and the number of volunteers supported.

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2016  
Health, Social & Safety Program**

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

**Society:** Richmond Youth Service Agency

**Grant Type:** Over \$5000 Multi Year - Year 2

**Grant Request:** \$15,000

**Proposal Title:** Richmond Youth Centre Programs and Activities

**Number Served:** Richmond Residents:

**Grant Request Summary:**

The grant will be used to support a portion of the Richmond Youth Centre (RYC) Youth Activities Worker position that will operate the centre, organize activities, and work towards the recreational, inter-generational, learning, leadership and volunteer goals and activities of the centre. The benefits of this grant will include increased positive out of school activities, opportunities for social learning for children and youth, increased recreational opportunities, promotion of health and wellness for kids involved, opportunities for skill development for youth, support for career and life exploration, increased community connection, increased awareness for youth about social issues and supporting success for children and youth at school. In addition the grant will support volunteer driven activities by youth that impact their community at large. This will include the development of volunteer tutors, community improvement activities, homework clubs and various community events which will engage and inform community members about the services, supports, opportunities for youth and families in Richmond.

**Changes that will impact grant use:**

The general grant use will remain the same, to support a portion of the Richmond Youth Centre (RYC) Youth Activities Worker position. Some of the programs within the centre have changed and new programs have been added.

Programs ending in 2015 - Clix Mag/U-Write and Rogers Connections

Programs beginning in 2015 - Generation Connect - an intergenerational mentorship program for youth and seniors for skill sharing and English Language Learning; Youth Employment and Leadership Program (YELP) - a pre-employment program for youth ages 14-24 that gives paid work experience.

We also now have two Licensed School Age Child Care Centres.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,287,656.11	1,139,746.58

**Health, Social & Safety 2016**  
**Richmond Youth Service Agency**

**Over \$5000      Multi Year - Year 2**  
**Summary Page 2**

Total Expenses:	1,287,656.11	1,167,472.18
Annual Surplus or (Deficit):	0.00	(27,725.60)
Accumulated Surplus or (Deficit):	0.00	0.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

N/A

**Current Year:**

A major funder contract has expired therefore decrease in administration revenue. Management cost has increased therefore deficit to the agency.

**Explanation for Accumulated Surplus or (Deficit):**

N/A

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2015	\$12,625	Health, Social & Safety
2014	\$12,500	Health, Social & Safety
2013	\$12,500	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$12,915

**Recommendation:**

This Multi-Year 2 grant will support the Richmond Youth Centre Activities Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation includes a Cost of Living increase.

**Staff Comments /**  
**Conditions:**

None





## Grant Application Summary for 2016 Health, Social & Safety Program

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

**Society:** Strait of Georgia Marine Rescue Society

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

**Grant Request:** \$5,000

**Proposal Title:** Moving Water Safety for Kids

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 3000

**Richmond Residents:** 2500

### Grant Request Summary:

As an integral part of the Volunteer Canadian Coast Guard Auxiliary and the Canadian Search and Rescue (SAR) system, CCGA-P's Mission is to provide a volunteer marine rescue service and to promote public Boating Safety. The CCGA-P was rebranded as Royal Canadian Marine Search and Rescue (RCM-SAR) in 2012. RCM-SAR's mission is to save 100% of lives at risk.

Station 10 Richmond is implementing a RCM-SAR water safety program called "Kids Don't Float" in 2016.

The program features large boards with colourful graphics that house a supply of personal flotation devices (PFDs) for infants, children and youths.

RCM-SAR does not provide funding for the program - which runs on the honour system.

Station 10 Richmond members are dedicated to marine rescue and ensuring the community that they live and volunteer in is a safe water environment for every citizen and visitor to use.

Station 10 Richmond members attend up to two dozen community events per year - their safe boating display is a cornerstone feature at many of the water-based events.

With this in mind, Station 10 Richmond members have developed a new program called "Sid the Safety Seal" to use in conjunction with the "Kids Don't Float" program.

The purpose of this second program is to teach citizens and visitors of all ages about the dangers associated to moving water.

Richmond is surrounded by moving water - local areas such as the Steveston Harbour

Fish Docks, boat launches, dyke trails and Parks all expose users, in some degree, to marine hazards.

Safety of citizens is a concern for every municipality - having two programs that are dedicated to providing safety equipment for children, instruction on how to identify shoreline-based hazards and instruction for self awareness and self rescue greatly adds to the credibility of safety policies.

The Moving Water Safety Program for Kids is a progressive, sustainable and highly promotable addition to the City of Richmond's community framework.

**Richmond Services Received by Your Organization:**

Station 10 utilizes the South Arm Community Center classroom for New Crew training 12 times a year. In addition the South Arm provides a meeting space for Station 10 Unit meetings once a month except in the summer. The Britannia Ship Yard also provides classroom space when required for training purposes.

The space would cost \$80 per day - or approximately \$2000 per year.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	43,833.00	48,002.00
Total Expenses:	37,379.00	69,717.00
Annual Surplus or (Deficit):	6,436.00	21,714.00
Accumulated Surplus or (Deficit):	6,436.00	21,714.00

**Explanation for Annual Surplus or (Deficit):**

**Last Complete Year:**

Successful, community-based fundraising.

**Current Year:**

SOGMRS' fiscal year ends December 31, 2015. The Current Year information provided is up to October 31, 2015 ONLY.

**Explanation for Accumulated Surplus or (Deficit):**

For current year: there is an outstanding insurance engine-replacement pending.

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
------	--------	---------------

**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	\$2,500.00
Equipment	\$2,500.00
Photocopying	\$0.00
Program Materials	\$2,000.00
Local Travel	\$0.00
Other	\$0.00

<b>TOTAL</b>	<b><u>\$7,000.00</u></b>
--------------	--------------------------

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Steveston Harbour Authority (SHA)	Amount	\$2,500.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide:	<b><u>\$2,000.00</u></b>
-----------------------------------	--------------------------

Total Proposed Budget:	<b><u>\$7,000.00</u></b>
------------------------	--------------------------

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$2,000

Recommendation:

This single year grant will support promotional materials for two water safety and marine safety hazard awareness programs for children, residents and visitors, "Sid the Safety Seal" and "Kids don't Float".

Staff Comments /  
Conditions:

None



## Grant Application Summary for 2016 Health, Social & Safety Program

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

**Society:** Touchstone Family Association  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Street Smarts  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**  
**Number To Be Served:** 40  
**Richmond Residents:** All

### Grant Request Summary:

A community based program for at-risk-youth called "Street Smarts" was established in the community of Richmond in 2008 in response to a growing concern for street level gang violence amongst youth in the community. Many of the youth connected to Street Smarts have self-identified as having direct or peripheral involvement with street gangs. The aim of the program is to support youth to deconstruct the gang lifestyle and to offer support in transitioning from a "gang" oriented image and lifestyle to a self-image that is a reflection of their vision and higher goals that they have for themselves. The Street Smarts group runs twice a year, once in the fall/winter and once in the fall/spring. Approximately 20-30 youth attend the StreetSmarts Group and another 15-20 youth attend for mentorship services if they are not quite group ready....

### Richmond Services Received by Your Organization:

We operate the Richmond Restorative Justice Program on behalf of the City through the Community Law and Safety budget for \$95000 per year.

### FINANCIAL INFORMATION

#### Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,918,470.00	3,607,127.19
Total Expenses:	2,994,753.00	3,466,005.17
Annual Surplus or (Deficit):	(76,282.00)	141,122.12
Accumulated Surplus or (Deficit):	(122,726.00)	18,396.12

#### Explanation for Annual Surplus or (Deficit):

##### Last Complete Year:

We have been operating a deficit in MCFD programs and have reduced some expenses to bring down the deficit. We are currently working with MCFD around managing this large

deficit.

Current Year:

MCFD provided some lump some one time only funding to address historical deficit.

Explanation for Accumulated Surplus or (Deficit):

Real Estate disposal

**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2015	\$4,000.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety
2013	\$4,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

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

Bus tickets for youth, food and recreation.

**TOTAL      \$5,000.00**

**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	Betty Averbach Foundation	Amount	\$10,000.00
Funder 2 Name	Coast Capitol	Amount	15000.00
Funder 3 Name	Ministry of Justice	Amount	60000.00

Amount Your Society will Provide:      **\$5,000.00**

Total Proposed Budget:      **\$95,000.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$5,000

**Recommendation:**

An increased grant, for the full amount requested, to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. Participation has grown from 24 to 37 youth in the last two years.
---

**Staff Comments /  
Conditions:**

None
------



**Multi-Year Grant Application for 2016  
Health, Social & Safety Program**

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

**Society: Volunteer Richmond Information Services Society**

**Grant Type: Over \$5000 Multi Year - Year 2**

**Grant Request: \$50,000**

**Proposal Title: Volunteer Richmond Information Services Society Core Funding**

**Number Served: Richmond Residents:**

**Grant Request Summary:**

Volunteer Richmond Information Services (VRIS) is a non-profit charitable society that has been operating in Richmond since 1972.

In February 2015, the Community Foundation collaborated with Volunteer Richmond Information Services to form Richmond Cares, Richmond Gives (RCRG). This new project has one goal: to encourage and facilitate local philanthropy on a large scale. The end result will be a stronger, healthier, more resilient community, with a charitable sector that can meet the needs of all Richmond residents.

For more than 40 years, Volunteer Richmond Information Services has been a leader in Richmond, "bringing people and services together through community information and volunteerism." VRIS contributes to an enhanced quality of life by: (1) Promoting the spirit of volunteerism in the community and coordinating the recruitment of volunteers, (2) Providing information and referral services to connect people with community services, and (3) Planning and implementing specific programs to meet identified needs in a changing community.

We are requesting the City of Richmond grant to support operating expenses and staff costs. The grant will support program development, enhancement and instruction expenses involved with running the community Volunteer Centre and Information Services, and the administrative service costs essential to our organization's charitable work.

The result of this support is our ability to continue, enhance and maximize the quality and delivery of programs and services to the Richmond community, and to non-profit organizations in the form of volunteer recruitment and referral, training programs and resource materials. It allows us to build community capacity by promoting volunteerism

and providing the community at large with information about available resources, thus connecting people with community services through quality information and referral programs.

Services are available at our office in the Caring Place, by phone & online

**Changes that will impact grant use:**

While there are no changes to our programs, we're making a significant enhancement to our organization's technological capacity. In 2016, we'll be launching a new website, located at rcrg.org. The site will serve as an all-in-one philanthropic resource, making it easy for Richmond residents to discover local non-profit organizations and, most importantly, support them. We currently have nearly 70 member organizations, a number that keeps growing month by month. All of these organizations will be featured on the site, with a profile page they can update themselves. The site will also include a comprehensive volunteer opportunities database, and an online donation platform powered by Chimp, a Vancouver-based company that specializes in online giving. Through the site, Richmond residents will be able to volunteer with, or donate to, any of our member organizations. For the first time ever, local giving will be centralized, streamlined, and simplified, which, we believe, will lead to a significant boost in philanthropic activity. There'll be a community events calendar as well, and a new community services directory with far greater search functionality than our current version. There'll be a web-based training platform for non-profit organizations, and a means of applying for grants and scholarships offered by the Richmond Community Foundation. This is a project that's both innovative and ambitious. Nobody – anywhere – has created an online hub that combines volunteering and giving, and that focuses exclusively on a single community. But we want to change the giving landscape in Richmond, and ensure that the local non-profit sector has the resources it needs to make a meaningful impact. The RCRG site is our way of building capacity.

**FINANCIAL INFORMATION**
**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,327,430.00	1,627,709.00
Total Expenses:	1,325,828.00	1,655,664.00
Annual Surplus or (Deficit):	1,602.00	(27,955.00)
Accumulated Surplus or (Deficit):	56,242.00	28,287.00

**Explanation for Annual Surplus or (Deficit):**
**Last Complete Year:**

The surplus is very small.

**Current Year:**



Although a loss was budgeted, we work during the year to seek additional funding so that it is not necessary to reduce services.

**Explanation for Accumulated Surplus or (Deficit):**

An accumulated surplus is desirable for stability, because funding and revenue are uncertain, as is the timing of their arrival.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2015	\$38,355	Health, Social & Safety
2015	\$5,000	Professional and Program Development
2014	\$37,975	Health, Social & Safety

**GRANT RECOMMENDATIONS****Recommended**

**Amount:** \$39,237

**Recommendation:**

This Multi-year 2 grant, to provide operating assistance for volunteer, charitable and information programs, is for the same level as last year plus a Cost of Living increase.

**Staff Comments /**

**Conditions:**

None

**City of Richmond**

**2016 Grant Program Guidelines**

**For**

**Health, Social & Safety**

**and**

**Parks, Recreation & Community Events**

## Table of Contents

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

## 1. Overview

### (i) City Grant Policy

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

### (ii) Purpose

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

### (iii) Principles

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

### (iv) Goal

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

### (v) Objectives

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

## 2. Program Funding

### (i) Base Program Funding

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

### (ii) Annual Cost of Living Increase

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

### (iii) Unused Program Funds

At the end of each year, unallocated Grant Program dollars are returned to the City's General Revenue Account.

### 3. Definitions

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

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

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

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

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

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

### 4. Eligibility

#### (i) Who is Eligible

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

#### (ii) Who Cannot Apply

- For-profit organizations
- Individuals
- Public and private schools including post secondary educational institutions, or societies seeking funding for school-based programs (see Definitions, p. 5)
- Organizations that primarily fund other organizations (e.g., grants) or individuals (e.g., scholarships).
- Other, as determined by Council.

#### (iii) Purposes Eligible for Funding

Grants may be used for the following purposes:

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

#### (iv) Items Eligible For Funding

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

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

**(v) Items Not Eligible For Funding**

The following items will not be funded:

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

**(vi) Grant Limitations**

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

## **5. Application Assessment Criteria**

**(i) Key Assessment Criteria**

To be considered eligible, all proposals must demonstrate that:

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

**(ii) Assessment Considerations**

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

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

**(iii) Less Favourably Considered Applications**

Less favoured applications are those which:

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

**(iv) Financial Statements**

Applicants must submit:

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

**(v) User Pay Principle**

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

**(vi) Multi-Year Funding Criteria**

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

## 6. The Grant Review Process

### (i) The Grant Review Process

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

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

### (ii) Program Guidelines and Web-based Application

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

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

### (iii) Application Deadline

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

### (iv) Late Applications

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

### (v) Staff Review

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

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

### (vi) General Purposes Committee Review

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



## 7. Awarding of Grants

### (i) Council Decision

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

### (ii) Grant Disbursement

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

### (iii) Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide evaluation results either at year-end or, if applying again, include with the new application.
- Mid-year progress and financial reports may be requested from those seeking annual grants.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff.

### (iv) Recuperation of Grant

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

### (v) No Appeal

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

## 8. Further Information

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

**City Grant Policy**

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

It is Council Policy that:

1. The following City Grant Programs be established, to be designed, administered and reported by the respective departments:
  - Health, Social and Safety (Community Social Services)
  - Arts and Culture (Arts, Culture and Heritage)
  - Parks, Recreation and Community Events (Parks and Recreation).
2. Casino funding will be used to create three separate line items for these City Grant Programs in the annual City operating budget.
3. Each of the three City Grant Programs will receive an annual Cost of Living increase.
4. A City Grant Steering Committee consisting of a representative of Community Social Services, Arts and Culture and Parks and Recreation, will meet at key points in the grant cycle to ensure a City-wide perspective.
5. Applications will be assessed based on program-specific criteria that reflect the City's Corporate Vision, Council Term Goals and adopted Strategies. Information regarding assessment criteria and the review process will be provided in Program Guidelines.
6. City Grant Programs will consist of two streams of grant requests, (1) \$5,000 or less and (2) over \$5,000, whereby application requirements may be streamlined for requests of \$5,000 or less.
7. Only registered non-profit societies governed by a volunteer Board of Directors, requesting funding to serve primarily Richmond residents, are eligible.
8. Applicants may receive only one grant per year.
9. Applicants receiving City Grants for a minimum of the five most recent consecutive years will have the option of applying for a maximum three-year funding cycle.
10. Community Partner documents submitted to fulfill annual funding agreements with the City will be considered as part of grant application requirements.
11. Due to the high number of applications for limited funding, and as applicants may apply the following year, no late applications are accepted and there is no appeal process to Council's decision.