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**To:** General Purposes Committee **Date:** January 17, 2018  
**From:** Kim Somerville **File:** 07-3040-01/2018-Vol  
Manager, Community Social Development 01  
**Re:** 2018 Health, Social and Safety Grants

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**Staff Recommendation**

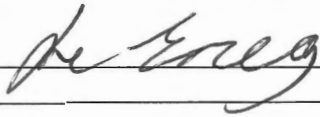

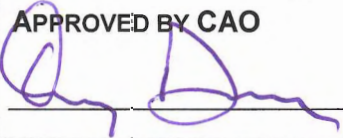
That, as per the report titled "2018 Health, Social and Safety Grants," dated January 17, 2018, from the Manager of Community Social Development:

1. Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$598,464;
2. The following applicants be approved for the first year of a three-year funding cycle:
  - Chimo Community Services
  - Family Services of Greater Vancouver
  - Pathways Clubhouse
  - Richmond Addiction Services
  - Richmond Family Place Society
  - Richmond Mental Health Consumer and Friends Society
  - Richmond Multicultural Services Society
  - Richmond Youth Service Agency
  - Volunteer Richmond Information Services Society
3. The following applicants be approved for the second year of a three-year funding cycle:
  - Big Brothers of Greater Vancouver
4. The following applicants be approved for the third year of a three-year funding cycle:
  - Community Mental Wellness Association of Canada
  - Heart of Richmond AIDS Society
  - Richmond Society for Community Living
  - Richmond Women's Resource Centre



Kim Somerville  
Manager, Community Social Development  
(604-247-4671)

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

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.*

This report also supports the Social Development Strategy Action 39:

*Administer, monitor and enhance the City Grant Program, undertaking reviews as required to ensure that the program continues to have adequate resources, targets priority community needs and makes efficient use of staff resources.*

### Findings of Fact

#### 2018 Health, Social and Safety Grant Budget

The 2018 Health, Social and Safety (HSS) Grant Budget is \$601,444. This total includes a 2.1% Cost of Living increase over last year's budget, as per the City Grant Policy (3712).

#### Notice Given and Applications Received

On October 10, 2017, a call for applications for the 2018 Health, Social and Safety Grants was posted on the City's website and promoted through social media channels and news releases. The 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 32 applications were received for a total request of \$774,832. A table outlining requests and recommended 2018 allocations is provided in Attachment 1. A summary of each application is provided in Attachment 2, generated directly from application information provided in the web-based system. As summary contents are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are also included in each summary.

As indicated in the HSS Grant Program Guidelines (Attachment 3), all proposals must demonstrate that primarily Richmond residents will be served by the proposed grant use. While some applicants serve wider geographic areas (e.g. Family Services of Greater Vancouver; Canadian Mental Health Association, Vancouver-Burnaby Branch), all recommended grants support primarily Richmond residents.

#### Late Applications

As the City Grant Policy indicates that no late applications will be accepted, the web-based system is closed to submissions after the deadline. No post-deadline requests to submit were received.

### New Applications

Two applications were received from organizations that had not previously applied for a Health, Social and Safety Grants: the Crisis Intervention and Suicide Prevention Centre of BC and the West Richmond Community Association (WRCA).

### Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Division, reviewed the 2018 HSS applications. Recommended allocations were determined by the committee rather than individual reviewers. Assessment criteria outlined in the HSS Grant Program Guidelines, Sections 4 (Eligibility) and 5 (Application Assessment Criteria) (Attachment 3) were used to determine eligibility and assess applications.

### **Analysis**

#### Health, Social & Safety Grant Application Information, 2016-2018

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

	2016	2017	2018 (Recommended)
Total number of applications	33	34	32
New applicants	4	1	2
Late applications	0	0	0
Grants denied (did not meet criteria)	4	1	2
Partial amount of request recommended	22	23	20
Full amount of request recommended	7	8	10
Minor request (\$5,000 or less)	11	12	13
Total amount requested	\$881,094	\$891,709	\$774,832
Total budget available	\$576,958	\$589,074	\$601,444
Total HSS allocated	\$566,570	\$586,095	\$598,464**

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

\*\*subject to Council approval

### Reasons for Partial or No Funding

Most applicants (70%) 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; and
- quality, including completeness, of the application.

#### Minor/Major Grant Requests

Two streams of applications have been established; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. A more comprehensive application is required for major grants (i.e. applications for minor grants have fewer sections to complete). In the Health, Social & Safety category, 13 organizations applied for grants of \$5,000 or less (minor), while 19 applied for grants over \$5,000 (major).

#### Multi-Year Funding Request

City Grant Policy 3712 allows applicants receiving City Grants for the same purpose, for a minimum of five of the most recent consecutive years, to apply for a three-year funding cycle. In the first year of a cycle, the comprehensive application form is required, while for the following two years, a briefer application is required. Council reviews recommendations annually to determine if each year of an approved cycle will be funded.

#### **Financial Impact**

The 2018 HSS Grant Program budget is \$601,444. A total of \$598,464 is recommended for disbursement (Attachment 1). The remaining balance of \$2,980 will be transferred to the Grant Provision account for future distribution.

#### **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. These grants support the work of non-profit social service agencies whose mandates align with the Social Development Strategy goals of social equity and inclusion; citizen engagement; and building on social assets and community capacity. Staff

January 17, 2018

- 6 -

recommend that 2018 HSS Grants be allocated as indicated to the many societies dedicated to supporting the well-being of Richmond residents.



Lesley Sherlock  
Social Planner  
(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 - 2018

APPLICANT NAME	2017 GRANT	2018 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2018 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Amyotrophic Lateral Sclerosis Society of British Columbia	\$700	\$5,000	13	\$2,000	N/A	This grant will be used to purchase a Sit to Stand Lift and Sling, one of the most frequently required and requested pieces of equipment rented from the Society, for use by a Richmond resident. The recommendation is for an increased level.	1
Big Brothers of Greater Vancouver	\$4,843	\$10,000	42	\$6,000	2	This Multi-Year (Year 2) grant is to support matches of Big and Little Brothers in Richmond, as well as the Teen Mentoring Program matching "buddies" from elementary and high schools. The recommendation is for an increased level.	4
Big Sisters of BC Lower Mainland	\$4,843	\$10,000	30	\$6,000	N/A	This grant is to support matches of Big and Little Sisters in Richmond, as well as for the Study Buddy program matching older with younger students. The recommendation is for an increased level.	6
Boys and Girls Clubs of South Coast BC	\$5,000	\$5,000	75	\$5,000	N/A	This grant will support an after school program at Mitchell Elementary in East Richmond reaching 75 children aged 6 to 12 years and ensure accessibility to those who cannot afford to pay. This recommendation is for the full amount requested.	9
Canadian Mental Health Association, Vancouver-Fraser Branch	\$6,329	\$16,000	50	\$8,000	N/A	This grant will support staff costs of the Super Fun Groups Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for an increased level.	12
Canadian Red Cross Society	\$2,000	\$2,000	2,433	\$2,000	N/A	This grant is for the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) Office, where free and by-donation temporary loans are available to those with limited mobility. The recommendation is for the full amount requested.	15
Children of the Street Society	\$4,084	\$5,000	3,000	\$5,000	N/A	This request is to fund workshops to educate children and youth about sexual exploitation. The workshops will reach 750 children and youth through 25+ workshops delivered in Richmond. The recommendation is for the full amount requested.	18
Chimo Community Services	\$49,392	\$50,000	6,500	\$50,000	1	This Multi-Year (Year 1) grant will support crisis response services, community engagement and outreach and advocacy programs. The recommendation is for the full amount requested.	22
Community Mental Wellness Association of Canada	\$9,548	\$37,000	8,500	\$9,739	3	This Multi-Year (Year 3) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.	25
Crisis Intervention and Suicide Prevention Centre of British Columbia*		\$5,000	718	\$0	N/A	This grant was requested to support the Volunteer Crisis Services Responders and the technical infrastructure required to operate the online chat service. The recommendation is to deny funding due to insufficient information about the benefit to Richmond residents.	27
Family Services of Greater Vancouver	\$47,066	\$51,856	220	\$48,007	1	This Multi-Year (Year 1) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommended level is the same as last year, plus a Cost of Living increase.	31
Heart of Richmond AIDS Society	\$11,500	\$11,500	1,610	\$11,500	3	This Multi-Year (Year 3) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for the full amount requested.	34
Minoru Seniors Society	\$5,000	\$5,000	100	\$5,000	N/A	This grant is to support an outreach program to assist at-risk frail and isolated seniors through social, recreation & leisure programs. The recommendation is for the full amount requested.	36
Multicultural Helping House Society	\$8,780	\$46,000	1,250	\$8,956	N/A	This grant is to support the Health & Wellness Program providing disease prevention workshops to both improve health and reduce social isolation for the 55+ Club and live-in caregivers in Richmond. The recommendation is for the same level, plus a Cost of Living increase.	39
Pacific Post Partum Support Society		\$3,475	2,000	\$2,000	N/A	This grant will contribute to the production of a brochure regarding post-partum depression and anxiety in a number of languages, designed to break down stigmas and barriers regarding PPD/A by increasing connections and supporting health and wellness.	42

**Health, Social and Safety Services Recommendations - 2018**

APPLICANT NAME	2017 GRANT	2018 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2018 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Parish of St. Alban's (Richmond)	\$15,315	\$15,000	1,500	\$15,000	N/A	This grant is to support homeless people and those living close to or below the poverty line who are in need of the community meal, shower program and information and referral services. The recommendation is for the full amount requested.	45
Pathways Clubhouse	\$34,340	\$45,000	385	\$35,027	1	This Multi-Year (Year 1) grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness. The same level is recommended, plus a Cost of Living increase.	48
PLEA Community Services Society of British Columbia		\$3,600	20	\$0	N/A	This grant was requested to support the KidStart mentoring program for children 6-12 years. The recommendation is to deny funding as the organization has a growing surplus and does not demonstrate financial need.	51
Richmond Addiction Services Society	\$213,458	\$226,201	5,300	\$217,727	1	This Multi-Year (Year 1) grant will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours. The same level is recommended, plus a Cost of Living increase.	55
Richmond Amateur Radio Club	\$1,614	\$2,200	All	\$1,646	N/A	This grant will assist with radio station renovations, volunteer support, training and education expenses for amateur radio operations for local community events. The same level is recommended, plus a Cost of Living increase.	58
Richmond Bethel Mennonite Brethren Church	\$2,690	\$5,000	220	\$3,000	N/A	This grant will assist with supplies for the weekly free Food for Life community meal program, serving primarily the disadvantaged, new immigrants and seniors. The recommendation is for an increased level.	61
Richmond Family Place Society	\$25,825	\$30,000	6,900	\$27,000	1	This Multi-Year (Year 1) grant is for family support programs and other preventative services for families with children up to 12 years. The recommendation is for an increased level.	64
Richmond Food Bank Society	\$5,000	\$5,000	250	\$5,000	N/A	This grant will support the Poverty Response Committee's Self-Advocacy Network project to build capacity in the community and address poverty in Richmond. The recommendation is for the full amount requested.	67
Richmond Mental Health Consumer and Friends Society	\$3,841	\$10,000	20	\$5,000	1	This Multi-Year (Year 1) operating grant will support the Mental Health Peer Social Group Program which offers social and volunteer activities for those with mental illness, as well as experience with program administration. The recommendation is for an increased level.	70
Richmond Multicultural Community Services	\$10,976	\$15,000	4,000	\$12,000	1	This Multi-Year (Year 1) grant will support the operating expenses of immigrant, refugee and welcoming community programs. The recommendation is for an increased level.	73
Richmond Society for Community Living	\$15,000	\$15,000	3,000	\$15,000	3	This Multi-Year (Year 3) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for the full amount requested.	76
Richmond Women's Resource Centre	\$20,420	\$46,000	7,000	\$24,000	3	This Multi-Year (Year 3) 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. The recommendation is for an increased level.	79
Richmond Youth Service Agency	\$13,186	\$19,000	1,800	\$14,000	1	This Multi-Year (Year 1) grant will support the Connections Youth Resource Centre's Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation is for an increased level.	81
Touchstone Family Association	\$5,000	\$5,000	35	\$5,000	N/A	This grant is to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. The recommendation is for the full amount requested.	84
Turning Point Recovery Society	\$6,000	\$15,000	100	\$5,000	N/A	This grant is to support Drop-In Centre clients with outreach support and continuing after-care for those transitioning to housing at Storeys. The Centre, previously operated by St. Alban's, is temporarily located at the Salvation Army while TPRS seeks a permanent location. The recommendation is for an increased level.	87



**Health, Social and Safety Services Recommendations - 2018**

APPLICANT NAME	2017 GRANT	2018 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2018 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Volunteer Richmond Information Services Society	\$40,061	\$50,000	17,500	\$40,862	1	This Multi-Year (Year 1) grant is to provide operating assistance for volunteer, charitable and information programs. The recommendation is for the same level, plus a Cost of Living increase.	90
West Richmond Community Association*		\$5,000	42	\$2,000	N/A	This program is delivered to a growing vulnerable section of the community, and will serve 42 seniors over the course of three ten-week programs. This program reduces isolation, provides healthy food, and supports emotional, mental and physical well-being.	95
<b>Totals</b>	<b>\$571,811</b>	<b>\$774,832</b>		<b>\$598,464</b>			
<b>Total Available</b>				<b>\$601,444</b>			
<b>Remaining</b>				<b>\$2,980</b>			
* New Applicant							

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society: Amyotrophic Lateral Sclerosis Society of British Columbia****Grant Type: \$5,000 or Less Single Year****Grant Request: \$5,000****Proposal Title: Equipment Loan Program****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):** January 1, 2014    **End Date (if applicable):** December 31, 2014**Number To Be Served: 323 ALS patients and their families****Richmond Residents: 13 patients and their families****Grant Request Summary:**

The ALS Society of BC's Equipment Loan Program supports ALS patients by providing the required equipment at any stage of their disease at no cost. The program ensures the patients' mobility and ability to communicate while allowing patients and their families to have the best quality of life possible while dealing with ALS. This program helps remove some of the financial burdens that ALS families will face and give them the opportunity to allocate their finances toward other needs of ALS patients. The program provides crucial mobility items such as walkers, scooters, manual and power tilt wheelchairs, and communications devices.

The grant request of the Society is in the amount of \$5,000 to purchase a Sit to Stand Lift with Sling.

**Richmond Services Received by Your Organization:**

Every month of May, the ALS Society of BC organizes the Richmond Walk for ALS at Gary Point Park in Steveston, Richmond. This walk is the biggest Walk for ALS in British Columbia. The Walk for ALS in Richmond raises an average revenue of \$100,000 for patient services and research. The presence of the city mayor and MLAs to this event is immeasurable as it provides prestige to our event and the same time an assurance to the ALS community that they have the support of the government in their ALS journey.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,700,599.00	1,427,466.15
<b>Total Expenses:</b>	1,804,222.00	1,189,636.00

**Health, Social & Safety 2018**  
**Amyotrophic Lateral Sclerosis Society of British Columbia**

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

<b>Annual Surplus or (Deficit):</b>	(103,623.00)	237,829.00
<b>Accumulated Surplus or (Deficit):</b>	94,090.00	308,138.00

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

**Last Complete Year:**

The total general fund revenue does not include the gift-in-kind donations of 207,128. The total expense does not reflect the amortization expense of 341,562 and also the capitalized expense in the amount of 134,180. Capitalized equipment are equipment purchased over 1,000. Our fundraising revenue decreased by 11% compared to 2015. Our walks specifically have continuously declined since the 2014 ALS Ice Bucket Challenge. Although, the Society has made a lot of announcements that funds received were directed to ALS research, the Ice Bucket Challenge created a perception that Society received so many funds in 2014.

**Current Year:**

The total general fund revenue does not include the gift-in-kind donations of 205,000. The total expense does not reflect the amortization expense of 202,000 and also the capitalized expense in the amount of 15,000. Capitalized equipment are equipment purchased over 1,000. Our fundraising revenues continued to decline specifically the Walks for ALS and PGA Golfathon for ALS. We received a large bequest this year, which offset the revenue shortfall of the fundraising events. To address the shortfall of revenues, the Society trimmed down budget and expenses specifically the purchase of new capitalized equipment

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

Due to possible cash flow shortfall, the 2017 ALS Society of BC Budget that was approved in September 2016 was revised during the ALS Society of BC board meeting in April 2017. A number of expenses were trimmed down in the current 2017 approved budget.

\*Note that 183,000 on the deferred revenue in 2016 was from the BC Gaming Community Grant for projects in 2017.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$700.00	Health, Social & Safety
2015	\$3,030.00	Health, Social & Safety
2014	\$3,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

**Health, Social & Safety 2018**  
**Amyotrophic Lateral Sclerosis Society of British Columbia**

ATTACHMENT 2  
**\$5,000 or Less Single Year**  
**Summary Page 3**

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$5,000.00
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	BC Gaming Community Grant	Amount	\$149,000.00
Funder 2 Name	Mr. & Mrs. Woodward Foundation	Amount	20000.00
Funder 3 Name	The Greygates Foundation	Amount	3000.00

**Amount Your Society will Provide:** **\$0.00**  
**Total Proposed Budget:** **\$5,000.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$2,000

**Recommendation:** This grant will be used to purchase a Sit to Stand Lift and Sling, one of the most frequently required and requested pieces of equipment rented from the Society, for use by a Richmond resident. The recommendation is for an increased level.

**Staff Comments / Conditions:** None



### Multi-Year Grant Application for 2018

### Health, Social & Safety Program

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

**Society:** Big Brothers of Greater Vancouver

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

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

**Proposal Title:** Community and Teen Mentoring Programs

**Number Served:** Richmond Residents:

**Grant Request Summary:**

In our fast paced, technology obsessed world, children need stable positive influences more than ever. When our children are emotionally, socially and physically healthy, everyone in the community benefits. In the 2016 BC Provincial Health Officer's Annual report, one of the key messages states that "strong and supportive families as well as having caring adults outside the family are important protective factors in young peoples' lives". The Community Program matches adult male volunteers with boys aged 7-14 who have limited or no contact with a positive male role model in their lives. Big and Little Brothers spend 2-4 hours each week doing a wide range of low-cost fun activities together. We currently have 23 matches and 12 children in our waitpool to be matched. Children on our waitlist often wait up to 2 years before being matched with their mentors. BBGV is working on growing relationships with Chinese Culturally Student Clubs and creating targeted Facebook advertisements to Mandarin speaking individuals to address the need of new immigrant families. We hope to reduce the wait pool and match at least 9 more children in the Community program this year.

We run 1 Teen Mentoring Program in Richmond which matches 10 elementary school boys and girls (grades 1-7) with 10 teen "Buddy" mentors from the nearby high school. Big and Little Buddies spend one hour a week on school grounds engaging in fun non-academic activities. This program connects each child one-on-one with teen mentors, thereby increasing their network of support and enabling them to form a relationship with someone who is engaged in and cares about their life. The child experiences the many life-long benefits of a quality mentoring relationship, including higher self-esteem, reduced risky behavior, stronger relationships, and a more positive attitude toward school. The family benefits from the improved wellbeing of the child, and volunteer mentors report feeling immense personal reward.

**Changes that will impact grant use:**

No changes identified that will impact grant use.
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### FINANCIAL INFORMATION

Your Society's Budget:

Last Complete Year

Proposed Year

**Health, Social & Safety 2018**  
**Big Brothers of Greater Vancouver**

Over \$5000

ATTACHMENT 2  
**Multi Year - Year 2**  
**Summary Page 2**

<b>Total Revenue:</b>		2,576,598.00
<b>Total Expenses:</b>	2,332,935.00	2,572,305.00
<b>Annual Surplus or (Deficit):</b>	(18,878.00)	4,293.00
<b>Accumulated Surplus or (Deficit):</b>	71,688.00	75,981.00

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

**Last Complete Year:**

None

**Current Year:**

Minimal

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

Less than one month's expenses

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2017	\$4,843	Health, Social & Safety
2016	\$4,743	Health, Social & Safety
2015	\$4,636	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$6,000

**Recommendation:**

This Multi-Year (Year 2) funding is to support matches of Big and Little Brothers in Richmond, as well as the Teen Mentoring Program matching "buddies" from elementary and high schools. The recommendation is for an increased level.

**Staff Comments /**

**Conditions:**

None



**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Big Sisters of BC Lower Mainland  
**Grant Type:** Over \$5000 Single Year  
**Grant Request:** \$10,000  
**Proposal Title:** Big Sisters Mentoring Programs in Richmond  
**Grant Purpose:** Community Service / Program / Event - Ongoing

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 30  
**Richmond Residents:** 30

**Grant Request Summary:**

Big Sisters Mentoring Program: Matches girls (ages 7-17) with a volunteer Big Sister in a one-to-one mentoring relationship, who meet once a week for 2 to 4 hours for a minimum of one year. Matches enjoy a wide range of activities that focus on building the confidence and life skills of the Little Sister. We supported more than 328 Big & Little Sister matches in 2016. Study Buddy Program: Matches girls (ages 7-17) with volunteers who offer them educational support and academic assistance. For a minimum of six months, Study Buddies meet for one hour a week outside of school to work on school subjects and study skills. With the support of a Study Buddy, Little Sisters are encouraged to improve their educational performance and meet their academic goals. We fostered approximately 151 Study Buddy matches in 2016. These impactful one-to-one mentorship relationships produce positive results, are preventative and contribute back to our community. We do more than just connect a girl with an adult friend; we offer multiple years of support from elementary school to university. We support families and help them find the resources they need to provide for their children and integrate into their communities. We provide volunteers with the support and skills they need to develop a supportive relationship with their Little Sister that will flourish. Big Sisters focuses on prevention versus intervention. These years are essential in determining later outcomes. Girls, aged 7-17, are referred to our agency by parents, school personnel, social workers and other helping professionals. Big Sisters BCLM serves an extremely vulnerable, socially disadvantaged population. Our Little Sisters face serious adversity and also come from growingly diverse backgrounds and communities.

**Richmond Services Received by Your Organization:**

Big Sisters' offices are in Vancouver and Surrey and therefore we don't currently use any City of Richmond services.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

**Health, Social & Safety 2018**  
**Big Sisters of BC Lower Mainland**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,527,734.00	1,424,815.00
Total Expenses:	1,415,581.00	1,424,815.00
Annual Surplus or (Deficit):	112,153.00	0.00
Accumulated Surplus or (Deficit):	702,331.00	702,331.00

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

**Last Complete Year:**

We had a very successful year-end fundraiser in 2016 which resulted in a surplus late in the year. This was both carried forward or was put into the housing maintenance and contingency fund which was used in 2015 for a staffing and growth investment.

**Current Year:**

We are not expecting a surplus or deficit in 2017.

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

We are not expecting a surplus or deficit in 2017.

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

Year	Amount	Grant Program
2017	\$4,843	Health, Social & Safety
2016	\$4,743	Health, Social & Safety
2015	\$4,636	Health, Social & Safety
2014	\$4,590	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$10,000.00
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>\$10,000.00</u></b>



**Health, Social & Safety 2018**  
**Big Sisters of BC Lower Mainland**

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

<b>Funder 1 Name</b>	<b>BC Gaming</b>	<b>\$10,518</b>
<b>Funder 2 Name</b>	<b>United Way</b>	<b>\$5,479</b>
<b>Funder 3 Name</b>	<b>Service Contracts</b>	<b>\$1,952</b>
<b>Amount Your Society will Provide:</b>		<b><u>\$53,236.00</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$81,185.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$6,000

**Recommendation:**

This funding is to support matches of Big and Little Sisters in Richmond, as well as for the Study Buddy program matching older with younger students. The recommendation is for an increased level.

**Staff Comments / Conditions:**

None



### Grant Application Summary for 2018

#### 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 four days per week (Monday through Thursday) after school for students aged 6 through 12, and a preteen evening program is offered once a week for kids in Grades 5 through 7. 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 \$5,000 City Grant in 2017, 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>	11,098,408.00	11,624,925.00
<b>Total Expenses:</b>	11,262,712.00	11,770,566.00
<b>Annual Surplus or (Deficit):</b>	(164,304.00)	(145,641.00)

**Health, Social & Safety 2018**  
**Boys and Girls Clubs of South Coast BC**

**Accumulated Surplus or (Deficit):** 1,599,891.00 1,554,250.00

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

**Last Complete Year:**

Actual operations resulted in only a small deficit. The majority of the deficit appears when non-cash items (e.g., amortization of property and equipment) are taken into account.

**Current Year:**

A deficit budget was approved, but our current forecast indicates a balanced year-end position for operations.

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

Sound financial management over the last 80 years.

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

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety
2015	\$3,000.00	Health, Social & Safety
2014	\$2,550.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$70,000.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$3,700.00
<b>Utilities and Telephone</b>	\$500.00
<b>Supplies</b>	\$50.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$1,800.00
<b>Local Travel</b>	\$1,200.00
<b>Other</b>	\$10,500.00

Insurance: \$1,750

Food: \$1,800

Allocation for Central Administration: \$6,950

	<b>TOTAL</b>	<b><u>\$87,750.00</u></b>
<b>Financial Assistance from Other Sources (if applicable)</b>		
<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>	Membership Fees	<b>Amount</b> <b>9950.00</b>
<b>Amount Your Society will Provide:</b>		<b><u>\$8,000.00</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$87,750.00</u></b>

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This grant will support an after school program at Mitchell Elementary in East Richmond reaching 75 residents aged 6 to 12 years and ensuring accessibility to those who cannot afford to pay. This recommendation is for the full amount requested.

**Staff Comments / Conditions:**

None



**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Canadian Mental Health Association, Vancouver-Fraser  
**Grant Type:** Over \$5000 Single Year  
**Grant Request:** \$16,000  
**Proposal Title:** Super Fun Groups (known as Super Saturday Club before) Program-serving families in Richmond  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**

**Number To Be Served:** 50  
**Richmond Residents:** 50

**Grant Request Summary:**

Our grant is to for partial funding for one of the two groups of the Super Fun Group Kids Program in Richmond. It is part of the Child and Youth Program of the Canadian Mental Health Association. Super Fun Groups currently support 22 kids of parents with serious and persistent mental illness or addiction problems. This is a long-term, recreation-based program. They are all residents of Richmond, ages 8-15 (the age range is wider this year because there are no suitable programs for couple of the kids who are older than 12 and still desperately require the service) 21 kids out of 23 are from families with very low income.

There are absolutely no barriers and no cost for the kids to participate in the Program. Once a month, the program provides the kids with a full day of activities (such as: Playland, Beach Day, Waterslides, Aquarium, Urban Safari, in the winter - Movies, Christmas events and Snowboarding). These group activities enable them to have fun, to participate in sports and special events, to build social skills and to establish strong friendships with other kids in the program who have similar situations in their life.

While the kids are on their activities, it provides parents with respite to attend to their own self-care and to relax knowing that their kids are well cared for.

**Richmond Services Received by Your Organization:**

Our program serving Richmond does not receive any services from the City of Richmond at this time. However, City of Richmond supports the Canadian Mental Health Association annual bike ride fundraiser (Ride Don't Hide) by offering support in event application process, route design, water station logistic and event day route support in Richmond.

**FINANCIAL INFORMATION**

Your Society's Budget	Last Complete Year	Proposed Year
<b>Total Revenue:</b>	6,310,948.00	7,222,046.00
<b>Total Expenses:</b>	6,389,784.00	7,189,329.00
<b>Annual Surplus or (Deficit):</b>	(77,836.00)	32,717.00
<b>Accumulated Surplus or (Deficit):</b>	309,496.00	397,895.00

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

**Last Complete Year:**

Last year deficit was due to unexpected higher cost in program expenses and lower funding received in couple of the programs.

**Current Year:**

This year expected surplus ( at the 6 months mark) is a result of some cost savings in program expenses and a small increase in funding in one of the programs.

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

Accumulated surplus is reserved for contract cancellation contingencies and capital purchases

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

Year	Amount	Grant Program
2014	\$6000.00	Health, Social & Safety
2015	\$6060.00	Health, Social & Safety
2017	\$6329.00	Health, Social & Safety



**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	<b>\$11,172.00</b>
<b>Consultant Services</b>	<b>\$0.00</b>
<b>Volunteer Support (e.g. expenses, recognition)</b>	<b>\$0.00</b>
<b>Office Rent or Mortgage</b>	<b>\$0.00</b>
<b>Utilities and Telephone</b>	<b>\$0.00</b>
<b>Supplies</b>	<b>\$0.00</b>
<b>Equipment</b>	<b>\$0.00</b>
<b>Photocopying</b>	<b>\$0.00</b>
<b>Program Materials</b>	<b>\$0.00</b>
<b>Local Travel</b>	<b>\$1,500.00</b>
<b>Other</b>	<b>\$3,328.00</b>

Local travel listed is for picking up and dropping off the kids at their homes. This other is for activities, event admissions and meals.
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**TOTAL**                      **\$16,000.00**

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

<b>Funder 1 Name</b>	<b>Canadian Mental Health Association, Van-Fraser Branch Fundraising</b>	<b>\$12,860</b>
<b>Funder 2 Name</b>	<b>CKNW Orphans' Fund</b>	<b>\$1,000</b>

<b>Amount Your Society will Provide:</b>	<b><u>\$12,860.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$29,860.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:**                      \$8,000

**Recommendation:**

This grant will support staff costs of the Super Fun Groups Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for an increased level.
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**Staff Comments / Conditions:** None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society:** Canadian Red Cross Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$2,000  
**Proposal Title:** HELP Makes Homes Safe for Richmond Seniors  
**Grant Purpose:** Operating Assistance

**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 4983**Richmond Residents:** 2433**Grant Request Summary:**

The Canadian Red Cross is seeking \$2000.00 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 and advanced 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. Our data shows that 71% of HELP clients are seniors, 46% are elderly seniors over the age of 75, and the majority (33%) are recovering from hip or knee surgery.

The heart of the HELP program is prevention—specifically fall prevention. Statistics show that 1/3 of seniors fall once or more each year and they are never more vulnerable than in the period immediately after a disability. Furthermore, roughly 41% of HELP clients are low income (making less than \$20,000)—without this service, many could not access this equipment. With the number of Richmond seniors set to double by 2038, the HELP program fills a critical service gap for Richmond residents and provides excellent value to the local community.

For the fiscal year 16/17, the Richmond HELP office loaned out 10,721 pieces of medical equipment and received 4746 client visits, which represents a 7% increase in client visits over 15/16 and a 28% increase over the last two years. The Red Cross has scaled up its services to meet this increased demand, acquiring new equipment and increasing the volunteer team by four members over last year.



While much of the work at the Richmond HELP office is performed by volunteers, a qualified Equipment Technician is integral to ensuring that equipment is safe, hygienic, and available when it is needed most. The City of Richmond's funding ensures that every community member has access to the medical equipment they need and can recover in the comfort of their home rather than in the hospital.

**Richmond Services Received by Your Organization:**

NA

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,371,074.00	8,948,300.00
<b>Total Expenses:</b>	2,371,074.00	8,948,300.00
<b>Annual Surplus or (Deficit):</b>	0.0	0.00
	0	
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

NOTE: The 15/16 budget included only the basic HELP program. The 16/17 budget included both the HELP basic and HELP advanced programs. This explains the rather large jump in revenue and expenses from one year to the next.

**Current Year:**

NA

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

NA

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

Year	Amount	Grant Program
2017	\$2,000.00	Health, Social & Safety
2015	\$4,040.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

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

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

<b>Funder 1 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 2 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 3 Name</b>	<b>Amount</b>	<b>\$0.00</b>

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

**Total Proposed Budget:** **\$2,000.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** **\$2,000**

**Recommendation:**

This grant is for the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) Office, where free and by-donation temporary equipment loans are available to those with limited mobility. The recommendation is for the full amount requested.

**Staff Comments / Conditions:**

**Grant Application Summary for 2018****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:** \$5,000  
**Proposal Title:** Taking Care of our Ourselves and Taking Care of Others (TCO<sup>2</sup>)  
**Grant Purpose:** Community Service / Program / Event - Ongoing

<b>Start Date (if applicable):</b>	<b>End Date (if applicable):</b>
<b>Number To Be Served:</b> 25,000	
<b>Richmond Residents:</b> 3,000	

**Grant Request Summary:**

Taking Care of Ourselves and Taking Care of Others (TCO<sup>2</sup>) is a unique, interactive and empowering workshop for children and youth aged 10-18.

Our workshops are designed and delivered by young adults who use monologues, role-plays and other interactive activities.

TCO<sup>2</sup> workshop facilitators (one male, one female) involve kids in a meaningful discussion about what sexual exploitation is, how to recognize it and how to prevent it from happening to themselves and their peers.

While there are many organizations which offer support and services to children who have already been affected, we are the only organization in BC providing preventative programs and services to stop sexual exploitation before it ever begins.

At the conclusion of our workshop, children and teens attending our TCO<sup>2</sup> Workshop will be able to identify and describe what sexual exploitation and what human trafficking is, identify characteristics of exploiters, specifically, the tactics they use to find their victims, understand the link between gangs and all forms of sexual exploitation.

Our workshop also identifies the factors that put youth at great risk for exploitation such as drug/alcohol use, LGBTQ2, aboriginal heritage, currently in a youth agreement or foster care.

While sexual exploitation still happens on the streets, the vast majority of this criminal activity has moved online, which is why our workshops engage young people in discussion on the permanence of online content, and how to be a responsible digital citizen, identify components of an unhealthy versus healthy relationship (Online and Offline), and identify resources and services available for kids needing support or more information.

Our program's primary goal is to provide kids with information and practical tools to keep themselves safe from all forms of sexual exploitation. At the end of each workshop, participants are asked to fill out surveys. This allows us to measure and report on the impact of our program.

**Richmond Services Received by Your Organization:**

We do not currently receive City of Richmond Services.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	606,828.00	634,973.00
<b>Total Expenses:</b>	611,619.00	634,973.00
<b>Annual Surplus or (Deficit):</b>	(4,791.00 )	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

Our Fiscal year runs November 1st - October 31st. Donations and grants are received at various times throughout the year, resulting in surplus or deficits, depending on when the funds were received.

**Current Year:**

N/A

**Health, Social & Safety 2018**  
**Children of the Street Society**

ATTACHMENT 2  
**\$5,000 or Less Single Year**  
**Summary Page 3**

N/A
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2017	\$4,084.00	Health, Social & Safety
2016	\$4,000.00	Health, Social & Safety
2015	\$1,010.00	Health, Social & Safety
2014	\$1,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$175,410.00
<b>Consultant Services</b>	\$6,000.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$600.00
<b>Office Rent or Mortgage</b>	\$20,300.00
<b>Utilities and Telephone</b>	\$4,740.00
<b>Supplies</b>	\$2,500.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$5,360.00
<b>Program Materials</b>	\$3,500.00
<b>Local Travel</b>	\$4,000.00
<b>Other</b>	\$41,595.00

Others include: Special Events, Postage & Courier, Communications & Printing, Bank Charges, Insurance, Licences & Membership, Administration Cost Allocation
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**TOTAL     \$264,005.00**

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

<b>Funder 1 Name</b>	Provincial Grants - BC Gaming and Civil Forfeiture	<b>Amount</b>	<b>\$100,000.00</b>
<b>Funder 2 Name</b>	Municipal Grants	<b>Amount</b>	29300.00
<b>Funder 3 Name</b>	Private Foundations	<b>Amount</b>	52000.00

**Amount Your Society will Provide:** **\$705.00**

**Total Proposed Budget:** **\$264,005.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This request is to fund workshops to educate children and youth about sexual exploitation. The workshops will reach 750 children and youth through 25+ workshops delivered in Richmond. The recommendation is for the full amount requested.

**Staff Comments /  
Conditions:**

None



**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Chimo Community Services  
**Grant Type:** Over \$5000 Multi Year - Year 1  
**Grant Request:** \$50,000  
**Proposal Title:** 2018 Health, Social and Safety Grant  
**Grant Purpose:** Community Service / Program / Event - Ongoing

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

**Number To Be Served:** 16000  
**Richmond Residents:** 6500

**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.

**Richmond Services Received by Your Organization:**

Use of city-owned lot for social housing (60 year no cost lease for Nova Transition House property), partial tax relief for Nova House property.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,838,081.00	2,033,317.00
<b>Total Expenses:</b>	1,817,404.00	2,033,317.00
<b>Annual Surplus or (Deficit):</b>	1,989.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	33,943.00	0.00

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

**Last Complete Year:**

The surplus reflects the savings in some program expenses and the contribution from the funder for renovations at Nova Transition House.

**Current Year:**

n/a

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

The accumulated surplus is due to a transfer in 2014/2015 of 62,000 from Chimo's own Innovation and Development Fund and an adjustment of our contingency reserve in the amount of 24,286.

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

Year	Amount	Grant Program
2017	\$49,392	Health, Social & Safety
2016	\$48,903	Health, Social & Safety
2015	\$48,419	Health, Social & Safety
2014	\$47,940	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$30,170.00
<b>Consultant Services</b>	\$3,500.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$3,000.00
<b>Office Rent or Mortgage</b>	\$4,365.00
<b>Utilities and Telephone</b>	\$1,200.00
<b>Supplies</b>	\$1,300.00
<b>Equipment</b>	\$700.00
<b>Photocopying</b>	\$450.00
<b>Program Materials</b>	\$950.00
<b>Local Travel</b>	\$150.00
<b>Other</b>	\$4,215.00

Administration costs

**TOTAL**      **\$50,000.00**



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

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Funder 1 Name	Vancouver Coastal Health	\$136,010
Funder 2 Name	Ministry of Justice	\$104,572
Funder 3 Name	BC Community Gaming Grant	\$90,000
Amount Your Society will Provide:		<u>\$0.00</u>
Total Proposed Budget:		<u>\$534,332.00</u>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$50,000

**Recommendation:**

This Multi-Year (Year 1) grant will support crisis response services, community engagement and outreach and advocacy programs. The recommendation is for the full amount requested.

**Staff Comments / Conditions:**

None



**Multi-Year Grant Application for 2018**

**Health, Social & Safety Program**

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

**Society:** Community Mental Wellness Association of Canada

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

**Grant Request:** \$37,000

**Proposal Title:** CMWAC Community Service Delivery

**Number Served:** Richmond Residents:

**Grant Request Summary:**

We hope to enhance our exposure on the awareness of mental illness in the community by hosting more public events, working with other organizations in support of removing the stigma, education and working with target groups to remove isolation and bring those with mental health challenges back into the community.

**Changes that will impact grant use:**

We hope to host a large public walk for mental health in the Richmond area during the month of May, a mental health week. With that we will ask for support from media, businesses and community. Our target is to make this an annual event, with support from Angels There for You (seniors programs), Richmond Chinese Community, and Multicultural Helping House.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	109,743.00	120,000.00
<b>Total Expenses:</b>	123,148.00	120,000.00
<b>Annual Surplus or (Deficit):</b>	(13,405.00)	0.00
<b>Accumulated Surplus or (Deficit):</b>	10,189.00	10,189.00

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

**Last Complete Year:**

1. We ran more programs than the budget allotted for.
2. We received less donations in the year.

**Current Year:**

We will balance our expenses from the revenue that we receive.

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

The accumulated surplus is used to finance only non-anticipated expenses.

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$9,548	Health, Social & Safety
2016	\$9,352	Health, Social & Safety
2015	\$9,142	Health, Social & Safety
2014	\$9,051	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$9,739

**Recommendation:**

This Multi-Year (Year 3) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.

**Staff Comments / Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society:** Crisis Intervention and Suicide Prevention Centre of British Columbia

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

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

**Proposal Title:** YouthInBC.com - Online Crisis Chat for Youth

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

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

**Number To Be Served:** 5129

**Richmond Residents:** 718

**Grant Request Summary:**

We are requesting \$5,000 to support the training development of Volunteer Crisis Services Responders and the technical infrastructure required to operate the chat service.

Suicide and suicidal behavior impact peers, families and communities. It is the 2nd leading cause of death among youth aged 15 to 19 in BC, Canada, and worldwide. Support and intervention are critical in preventing a crisis from escalating into a tragedy. The on-going work of Crisis Centre's youth services is increasingly important.

YouthInBC.com is a chat service that provides distressed youth, and those concerned about them, with an opportunity to receive private online chat support, and obtain information and resources from highly trained staff and volunteers from noon – 1AM daily. Chats are often about their complex lives, discovering hope, exploring options, obtaining help and receiving local resources for support.

The Crisis Centre fills a void when all other services are closed. Being a confidential and free service, youth feel empowered to open up about their thoughts and struggles and reach out for support.

The primary reasons youth utilize our chat service are:

- 42% - Mental Health Concerns
- 18% - Thoughts of Suicide
- 15% - Relationship Issues
- 10% - Stress

**Target Audience:**

- Youth (12 – 24 years old) who need a safe, respectful forum to access support and information, or just someone to listen without judgment.
- YouthInBC.com's "Learn More" and "Find Resources" sections are great for youth, parents and professionals who work with youth, to find topic-specific information and referrals for a number of issues such as alcohol and drug use, eating disorders, bullying, sexual health, etc.
- Youth who are in need of tools to help manage stress, pressure and crisis.

**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>	1,387,633.00	1,395,896.00
<b>Total Expenses:</b>	1,388,426.00	1,395,527.00
<b>Annual Surplus or (Deficit):</b>	(792.00)	369.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

We strive each year to achieve a break-even result in our financial operations. We do not grow our programs until we know we have the financial resources to allow it to happen.

**Current Year:**

We strive each year to achieve a break-even result in our financial operations. We do not grow our programs until we know we have the financial resources to allow it to happen.

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

As we are currently significantly growing the capacity of our programs and operations, we do not have an accumulated surplus or deficit.

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

Year	Amount	Grant Program
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**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$3,000.00
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	\$2,000.00

Funding will be used to cover training staff and the technology infrastructure required to operate the service (internet service, chat software, offsite hosting and backups, etc.)

**TOTAL      \$5,000.00**

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

<b>Funder 1 Name</b> CKNW Orphans' Fund	<b>Amount</b>	
	<b>\$20,000.00</b>	<b>Funder 2</b>
<b>Name</b> Community Gaming Grant	<b>Amount</b>	<b>75000.00</b>
<b>Funder 3 Name</b> The Kelyt Patrick Dennehy Foundation	<b>Amount</b>	<b>20000.00</b>

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

**Total Proposed Budget:** **\$168,461.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$0

**Recommendation:**

This grant was requested to support the Volunteer Crisis Services Responders and the technical infrastructure required to operate the online chat service. The recommendation is to deny funding due to insufficient information about the benefit to Richmond residents.

**Staff Comments /  
Conditions:**

None



**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Family Services of Greater Vancouver

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

**Grant Request:** \$51,856

**Proposal Title:** Richmond Counselling, Support and Therapeutic Education Program

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 220

**Richmond Residents:** 220

**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.

**Richmond Services Received by Your Organization:**

Property tax is waived for Richmond Caring Place (amount is not available to us).

**FINANCIAL INFORMATION**

**Your Society's Budget:**



**Health, Social & Safety 2018**  
**Family Services of Greater Vancouver**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	23,460,160.00	24,308,237.00
Total Expenses:	23,662,387.00	24,462,808.00
Annual Surplus or (Deficit):	(202,227.00)	(154,571.00)
Accumulated Surplus or (Deficit):	979,391.00	824,820.00

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

**Last Complete Year:**

The annual deficit is 202,227 and is in line with the budgeted deficit of 211,288.

**Current Year:**

The projected annual deficit will be offset by accumulated surplus.

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

Accumulated surplus is the net total of accumulated surplus (deficits) of over 100 programs to be offset by program deficits in the future.

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

Year	Amount	Grant Program
2017	\$47,066	Health, Social & Safety
2016	\$47,066	Health, Social & Safety
2015	\$47,066	Health, Social & Safety
2014	\$46,600	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$42,292.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$3,500.00
<b>Utilities and Telephone</b>	\$400.00
<b>Supplies</b>	\$350.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$400.00
<b>Program Materials</b>	\$175.00
<b>Local Travel</b>	\$25.00
<b>Other</b>	\$4,714.00

It and Admin (including payroll, HR, Accounting)

**TOTAL**                    **\$51,856.00**

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

<b>Funder 1 Name</b>	<b>United Way</b>	<b>\$23,803</b>
<b>Funder 2 Name</b>	<b>Professional Counselling Fees</b>	<b>\$6,000</b>
<b>Funder 3 Name</b>		

<b>Amount Your Society will Provide:</b>	<b><u>\$8,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$89,659.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$48,007

**Recommendation:**

This Multi-Year (Year 1) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommendation is for the same level, plus a Cost of Living increase.
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**Staff Comments / Conditions:**

None
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# Multi-Year Grant Application for 2018

## 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 3

**Grant Request:** \$11,500

**Proposal Title:** Office and Administrative Operations

**Number Served:** Richmond Residents:

### 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.

### Changes that will impact grant use:

The rent for our office is increasing rapidly and this was the reason for the increase since year 1. However, we are asking for the same amount we received last year (year 2).

### FINANCIAL INFORMATION

#### Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	163,046.46	175,000.00
<b>Total Expenses:</b>	162,638.00	175,000.00
<b>Annual Surplus or (Deficit):</b>	408.43	0.00
<b>Accumulated Surplus or (Deficit):</b>	7,474.90	0.00

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

##### Last Complete Year:

The Surplus was small.

##### Current Year:

Expected to break even

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

The Accumulated Surplus is small but satisfactory

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$11,500	Health, Social & Safety
2016	\$10,750	Health, Social & Safety
2015	\$10,508	Health, Social & Safety
2014	\$10,404	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$11,500

**Recommendation:**

This Multi-Year (Year 3) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for the full amount requested.

**Staff Comments / Conditions:**

None



**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	520,488.00	614,200.00
Total Expenses:	498,121.00	613,650.00
Annual Surplus or (Deficit):	(49,457.00)	550.00
Accumulated Surplus or (Deficit):	354,354.00	303,804.00

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

**Last Complete Year:**

The Seniors Centre will be moving to the Minoru Centre for Active Living in 2018. To prepare for the new facility the Society invested in increased staffing positions to support the successful transition.

**Current Year:**

Projected revenue has increased based on anticipated Food Services increases.

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

The Society has been preparing to move to a new facility. Significant funds have been earmarked and fundraising is taking place, many of these funds will be used for purchases in advance of the move in 2018.

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

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$3,616.00	Health, Social & Safety
2015	\$3,535.00	Health, Social & Safety
2014	\$3,500.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$1,200.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$380.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00





**Grant Application for 2018**  
**Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society: Multicultural Helping House Society**

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

**Grant Request: \$46,000**

**Proposal Title: Health and Wellness Program**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 1500**

**Richmond Residents: 1250**

**Grant Request Summary:**

The grant was used to provide a well-thought out program for the 55+ers, caregivers and newcomer youth in Richmond. Workshops that empowered the clients to attain the highest level of physical, mental, social and spiritual well-being, thereby reduced social isolation and loneliness. Regular activity workshops were delivered by certified instructors hired to adapt their teachings to the needs of the clients in the prevention of disease or illness rather than a cure. Educational workshops were tools that assisted clients to make smart wellness choices for themselves and their families. These workshops were presented in collaboration with non-profit organizations; the Richmond Public Library, Diabetes Canada, Garratt Wellness Centre, COSCO, etc. As well from a pro bono lawyer. The rental of a school bus for the annual field trip and outdoor activities strengthened the bond of the seniors and caregivers and enjoyed the guidance of the tour guide as they visited unfamiliar places. The change of scenery took them away from their daily routine. The rental of a truck for the Steveston Salmon Festival gave the elder seniors who have difficulty walking the parade an opportunity to get out of isolation, enjoy social interaction and community engagement. The grant assisted the seniors and the caregivers to accept invitations and volunteer at community events to share their artistic talents through dances and music. One thing to be noted is that for most part of the year, the program was overseen by dedicated volunteers, "core group", due to insufficient funding. The annual flag-raising event expenses this year was minimal as it was celebrated in conjunction with the Richmond Canada 150 event, "FUNtastic Canada 150" which the organization hosted.

The community benefits of this grant is phenomenal and is evaluated in several approaches.

**Richmond Services Received by Your Organization:**



raising celebrations.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	687,428.00	619,371.00
<b>Total Expenses:</b>	721,111.00	615,751.00
<b>Annual Surplus or (Deficit):</b>	(33,683.00)	0.00
<b>Accumulated Surplus or (Deficit):</b>	297,036.00	0.00

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

**Last Complete Year:**

The resulting deficit was mainly due to the annual amortization expense and increase in salaries, professional fees and building maintenance expenses.

**Current Year:**

The current year surplus is minimal and negligible. It is reflective of strict adherence to budget

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

Last year's accumulated surplus reflects the organization's net worth. These are not liquid assets and includes capital assets.

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

Year	Amount	Grant Program
2017	\$8,780	Health, Social & Safety
2016	\$8,599	Health, Social & Safety
2015	\$8,406	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$30,950.00
<b>Consultant Services</b>	\$3,120.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$1,500.00
<b>Office Rent or Mortgage</b>	\$3,500.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$1,500.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$430.00
<b>Program Materials</b>	\$4,000.00

**Health, Social & Safety 2018**  
**Multicultural Helping House Society**

ATTACHMENT 2  
**Over \$5000 Single Year**  
**Summary Page 3**

Local Travel	\$1,000.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$46,000.00</u></b>

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

Funder 1 Name	New Horizons (Federal)	\$4,000
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<b><u>\$2,000.00</u></b>
Total Proposed Budget:	<b><u>\$52,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$8,956

**Recommendation:**

This grant is to support the Health & Wellness Program providing disease prevention workshops to both improve health and reduce social isolation for the 55+ Club and live-in caregivers in Richmond. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments / Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society:** Pacific Post Partum Support Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$3,475  
**Proposal Title:** Multicultural Postpartum Support Brochures  
**Grant Purpose:** Community Service / Program / Event - Ongoing

**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 6000**Richmond Residents:** 2000**Grant Request Summary:**

Without support and treatment, postpartum depression/anxiety (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. The importance of addressing stigma and barriers for support for immigrant mothers is vital, as we know the PPD/A risk is close to 50% higher for new immigrants.

This grant provides for the printing of 10,000 brochures regarding PPD/A in six languages (Punjabi, Simplified Chinese, Traditional Chinese, Hindi, Spanish, and Farsi). These brochures are a way that many clients and their referrers and care providers find out about our services. We print and distribute these multicultural brochures at the request of hospitals, physicians, midwives, counsellors, psychiatrists, family centres, etc.

We continue to increase the use of our multicultural counselling resources for families. Our brochures provide culturally relevant information in Chinese (traditional as well as simplified), Farsi, Punjabi, Hindi and Spanish. We have trained telephone support volunteers who speak other languages to support mothers in their first language if requested: Cantonese, Mandarin, Japanese, Russian, and Spanish (regular staff also offer Punjabi and Farsi).

We believe reducing barriers and providing support in other languages allows women to recover and be healthier in all aspects of their lives. The huge adjustment that occurs in becoming a mother is exaggerated by the isolation that concurs as a new immigrant, which therefore increases isolation and distress. Allowing new mothers to receive support and understanding in their first language and respecting their cultural values and beliefs diminishes barriers and enhances feelings of inclusivity. Our community benefits as a whole when cultures and traditions are valued.

**Richmond Services Received by Your Organization:**

**Health, Social & Safety 2018**  
**Pacific Post Partum Support Society**

We receive free use of two rooms at Richmond Garratt Wellness Centre for our support 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>
<b>Total Revenue:</b>	319,672.00	343,726.00
<b>Total Expenses:</b>	308,117.00	343,726.00
<b>Annual Surplus or (Deficit):</b>	11,555.00	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:**

n/a

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

We strive to maintain an appropriate reserve of excess funds are available to ensure the continuation of current programs and activities as well as to plan for the future.

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

Year	Amount	Grant Program
2016	\$1,550.00	Health, Social & Safety
2015	\$1,515.00	Health, Social & Safety
2014	\$1,500.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$40.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$3,477.60
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00

**Health, Social & Safety 2018**  
**Pacific Post Partum Support Society**

ATTACHMENT 2  
**\$5,000 or Less Single Year**  
**Summary Page 3**

<b>Program Materials</b>		\$0.00
<b>Local Travel</b>		\$0.00
<b>Other</b>		\$114.77
<hr/>		
Expense of postage/shipping (labour and packaging not included)		
	<b>TOTAL</b>	<b><u>\$3,632.37</u></b>
 <b>Financial Assistance from Other Sources (if applicable)</b>		
<b>Funder 1 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 2 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 3 Name</b>	<b>Amount</b>	<b>\$0.00</b>
 <b>Amount Your Society will Provide:</b>		 <b><u>\$171.91</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$3,646.91</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$2,000

**Recommendation:**

This grant will contribute to the production of a brochure regarding post-partum depression and anxiety in a number of languages, designed to break down stigmas and barriers regarding PPD/A by increasing connections and supporting health and wellness.

**Staff Comments / Conditions:**



**Society:** Parish of St. Alban's (Richmond)

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

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

**Proposal Title:** Help those in Richmond

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 1500

**Richmond Residents:** 1500

**Grant Request Summary:**

Homeless people and those living close or below the poverty line who need a helping hand

**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>	142,185.00	143,470.00
<b>Total Expenses:</b>	251,012.00	182,088.00
<b>Annual Surplus or (Deficit):</b>	(38,619.00)	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

No money has come in and we have had to cancel or suspend current programs accordingly.

**Current Year:**

n/a

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

No money has come in and we have had to cancel or suspend current programs accordingly.

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

**Health, Social & Safety 2018**  
**Parish of St. Alban's (Richmond)**

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$15,315	Health, Social & Safety
2016	\$15,000	Health, Social & Safety
2015	\$12,500	Health, Social & Safety
2014	\$10,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$0.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$50.00
<b>Office Rent or Mortgage</b>	\$7,800.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$1,500.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$0.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	\$2,500.00

The Richmond Food Bank plays a significant role in providing food for our services and a large part of our menus are based on what they have as far as inventory goes. There are often items they don't have for us, so we dip into our budget to help cover costs of the basics like cheese and dairy.

**TOTAL      \$11,850.00**

**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:** **\$15,000.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This grant is to support homeless people and those living close or below the poverty line who are in need of the community meal, shower program and information and referral services. The recommendation is for the full amount requested.

**Staff Comments /  
Conditions:**

None





**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

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

**Grant Request:** \$45,000  
**Proposal Title:** Pathways Clubhouse  
**Grant Purpose:** Operating Assistance

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

**Number To Be Served:** 400  
**Richmond Residents:** 385

**Grant Request Summary:**

The grant will be used to subsidize our Meal Program, mortgage, and operating costs. Pathways Clubhouse, selected by Charity Intelligence Canada as a Top 10 Charity, is a community based rehabilitation program for adults living with a mental illness. With the majority of our members living on disability benefits, having an affordable and nutritional meal is essential for their physical and mental wellness. The majority of the grant would be used for subsidizing the Meal Program, with the remainder assisting with the mortgage, hydro and telephone costs.

**Richmond Services Received by Your Organization:**

Property Tax Relief - \$8,735

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,777,400.00	2,883,874.00
<b>Total Expenses:</b>	2,837,653.00	2,896,030.00
<b>Annual Surplus or (Deficit):</b>	(60,253.00)	(12,156.00)
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

The deficit is due to BC Housing Rent adjustment and amortization. BC Housing adjusts their contribution every year.

**Current Year:**

It is our amortization.

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

**Health, Social & Safety 2018**  
**Pathways Clubhouse**

n/a
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2017	\$34,340	Health, Social & Safety
2016	\$34,340	Health, Social & Safety
2015	\$34,340	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	\$10,000.00
Utilities and Telephone	\$5,000.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$30,000.00

Meal Program Subsidy
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**TOTAL                    \$45,000.00**

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

Funder 1 Name <b>Richmond Health Services</b>	\$156,000
Funder 2 Name <b>Donations</b>	\$2,200
Funder 3 Name	

Amount Your Society will Provide:	<u>\$45,000.00</u>
Total Proposed Budget:	<u>\$268,000.00</u>

**GRANT RECOMMENDATIONS**

Recommended  
Amount:                    \$35,027

Recommendation:

This Multi-Year (Year 1) grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness. The same level is recommended, plus a Cost of Living increase.

**Staff Comments /  
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society: PLEA Community Services Society of British Columbia****Grant Type: \$5,000 or Less Single Year****Grant Request: \$3,600****Proposal Title: KidStart Mentoring Program - 6-12s****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 200****Richmond Residents: 20****Grant Request Summary:**

KidStart is a life-changing mentorship program that provides vulnerable children aged 6 -12 years with a nurturing relationship, a chance to have fun and a sense of belonging.

The children we serve are difficult to engage due to complex life circumstances, such as family crisis, trauma, social isolation, mental illness, etc. This means that they are often not eligible for other mentoring programs and, unlike PLEA's other youth programs, their placements are not funded by the Ministry of Children & Family Development. We are looking to address this gap in services for these vulnerable children.

In providing this service, our goals are to:

- Provide a stable support system early in a child's life;
- Help children build resilience to their personal risk factors;
- Give disadvantaged children enriching experiences;
- Prevent vulnerable children from needing social services in the future.

Over the long-term, our goal is to contribute to safer and more sustainable cities as children are better equipped to handle their life challenges and make positive

contributions to their communities.

Our Coordinators recruit, screen, train and provide ongoing support to adult volunteers who mentor these children. They spend an average of 3 hrs/week for a minimum of one year participating in community activities that have the potential to create new interests, discover inherent talents and abilities, and reinforce strengths. We also provide training so mentors can identify trauma and mental illness, handle disclosures of abuse, or de-escalate tense situations.

With a grant of \$3600, we will be able to fund monthly activities (at \$30/month) for 10 children in Richmond this year.

Please note that in Step 4 we have listed only 2 community partners. We in fact rely on the support of many more partners for referrals, including Richmond Child and Family Services, Touchstone Family Association, and a number of schools.

**Richmond Services Received by Your Organization:**

We do not currently receive any Richmond services. We serve all of our participants out of our KidStart office located in Vancouver, including residents from Richmond, Vancouver, the North Shore, Burnaby, New Westminister, and Surrey.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	26,876,341.00	26,422,560.00
<b>Total Expenses:</b>	24,830,689.00	26,234,421.00
<b>Annual Surplus or (Deficit):</b>	2,045,652.00	188,139.00
<b>Accumulated Surplus or (Deficit):</b>	5,220,467.00	5,408,606.00

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

**Last Complete Year:**

Last year, PLEA Community Services Society of BC operated at an 8% surplus (2,045,652). 841,452 relates to a capital gain through the sale of one of our buildings. The remaining surplus (1,204,200) is as a result of efficiencies realized through our administration budget. This surplus is planned in order to cushion against the small but inevitable fluctuations we experience in contract utilization.

**Current Year:**

We have projected a revenue surplus of 188,139 over expenses for the current fiscal year.

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

Our accumulated retained earnings was 5,220,467 for the period of June 28, 1979 (PLEA's incorporation) to March 31, 2017. We project that our accumulated retained earnings at the end of the current fiscal year will be 5,408,606.

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

Year	Amount	Grant Program
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**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$288,948.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$68,596.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$909.00
Supplies	\$3,035.00
Equipment	\$11,935.00
Photocopying	\$2,697.00
Program Materials	\$1,459.00
Local Travel	\$17,848.00
Other	\$100,089.00
<hr/>	
Promotion and community outreach (\$16,834)	
Summer camps (\$40,000)	
Direct administration (\$43,255)	
<b>TOTAL</b>	<b><u>\$495,516.00</u></b>

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

Funder 1 Name	BC Gaming	Amount	\$88,000.00
Funder 2 Name	RBC Foundation	Amount	40000.00
Funder 3 Name	City of Vancouver	Amount	31868.00

**Amount Your Society will Provide:** **\$43,255.00**

**Total Proposed Budget:** **\$495,516.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$0

**Recommendation:**

This grant was requested to support the KidStart mentoring program for children 6-12 years. The recommendation is to deny funding as the organization has a growing surplus and does not demonstrate financial need.

**Staff Comments /  
Conditions:**



**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Richmond Addiction Services Society

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

**Grant Request:** \$226,201

**Proposal Title:** Centre of Excellence in the Prevention of Substance Use, Misuse, Problem Gambling and other Addictive Behaviours

**Grant Purpose:** Operating Assistance

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

**Number To Be Served:** 5300

**Richmond Residents:** 5300

**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 developmental assets of our community members by supporting the development of positive coping skills, decision making skills through the workshops, training sessions and awareness events in Richmond. Our collaborative programming and overall community level prevention strategies go beyond teaching coping and decision making skills as we create partnerships with other agencies to help build the social connectedness in our city. Funding from the city supports RASS to operate a professional, highly regarded and accredited set 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. Examples of our collaborative and creative prevention programs are seen at the Richmond Youth Media Program at the City of Richmond Media Lab, Supporting Families Affected by Parental Mental Health and Substance Use and our annual National (Aboriginal) Addiction Awareness Week event.

**Richmond Services Received by Your Organization:**

Throughout different times of the year, the City of Richmond offers RASS programs and events the use of City facilities when available. RASS and the City also partner in implementing the Richmond Youth Media Program at the Richmond Media Lab and collaborate in the Surf Sisters and Band of Brothers youth camping and recreational programs offered to vulnerable youth in Richmond. The dollar value of the donated space



**Health, Social & Safety 2018**  
**Richmond Addiction Services Society**

has not been computed but the value to the City of the SMART funding is over \$25,000.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,112,589.00	1,359,391.00
Total Expenses:	1,112,589.00	1,359,391.00
Annual Surplus or (Deficit):	0.0 0	0.00
Accumulated Surplus or (Deficit):	57,642.00	57,642.00

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

**Last Complete Year:**

Budget was balanced.

**Current Year:**

Budget was balanced.

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

Small surplus from previous years.

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

Year	Amount	Grant Program
2017	\$213,458	Health, Social & Safety
2016	\$209,068	Health, Social & Safety
2015	\$204,368	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$197,450.00
Consultant Services	\$4,411.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$14,295.00
Utilities and Telephone	\$3,634.00
Supplies	\$1,960.00
Equipment	\$511.00
Photocopying	\$238.00
Program Materials	\$2,262.00
Local Travel	\$1,440.00
Other	\$0.00

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

<b>Funder 1 Name</b>	<b>Vancouver Coastal Health</b>	<b>\$183,820</b>
<b>Funder 2 Name</b>	<b>Community Action Initiative</b>	<b>\$15,000</b>
<b>Funder 3 Name</b>	<b>United Way of the Lower Mainland</b>	<b>\$60,000</b>

<b>Amount Your Society will Provide:</b>	<b><u>\$0.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$226,201.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$217,727

**Recommendation:**

This Multi-Year (Year 1) grant will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours. The same level is recommended, plus a Cost of Living increase.

**Staff Comments / Conditions:**

None



**Grant Application Summary for 2018**

**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 supporting emergency radio communications 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 Richmond Emergency Programs' Emergency Social Services (ESS), and playing a role with 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>	6,267.13	3,791.00
<b>Total Expenses:</b>	5,899.05	3,791.00
<b>Annual Surplus or (Deficit):</b>	368.08	0.00

**Health, Social & Safety 2018**  
**Richmond Amateur Radio Club**

**Accumulated Surplus or (Deficit):**                      2,196.27                      2,196.27

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

**Last Complete Year:**

Grant amount approved in Feb. 2017 was not totally spent by fiscal year end on Apr. 30, 2017 and new members joining in spring 2017 chose to pay 1.5 time dues to sync their membership expiry to the regular annual date of Sept. 30. The extra dues received for the 2017-2018 membership is applied to the 2017-1018 budget.

**Current Year:**

Current year balanced budget does not account for expenses under pending grant approval.

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

Additional program spending (to reduce accumulated surplus) in the last completed year was replenished by net revenues of 930.05 from Apr. 2017 swap meet event. Accumulated surplus will be used to replace obsolete emergency radio equipment in the program.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$1,614.00	Health, Social & Safety
2016	\$1,581.00	Health, Social & Safety
2015	\$1,545.00	Health, Social & Safety
2014	\$1,530.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$0.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$400.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$400.00
<b>Equipment</b>	\$700.00
<b>Photocopying</b>	\$200.00
<b>Program Materials</b>	\$200.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	\$300.00

tower maintenance)

**TOTAL**      **\$2,200.00**

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

<b>Funder 1 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 2 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 3 Name</b>	<b>Amount</b>	<b>\$0.00</b>

**Amount Your Society will Provide:**      **\$1,500.00**

**Total Proposed Budget:**      **\$3,700.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**      \$1,646

**Recommendation:**

This grant will assist with radio station renovations, volunteer support, training and education expenses for amateur radio operations for local community events. The same level is recommended, plus a Cost of Living increase.

**Staff Comments /  
Conditions:**

None



**Grant Application Summary for 2018**

**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:** 230

**Richmond Residents:** 220

**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>
<b>Total Revenue:</b>	335,658.66	0.00
<b>Total Expenses:</b>	293,083.48	0.00
<b>Annual Surplus or (Deficit):</b>	42,575.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

**Health, Social & Safety 2018**  
**Richmond Bethel Mennonite Brethren Church**

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

we merged Richmond Bethel church with The Way and have now formed Church on Five.

**Current Year:**

no information available at this time

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

not info available at this time

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

Year	Amount	Grant Program
2017	\$2,690.00	Health, Social & Safety
2016	\$2,635.00	Health, Social & Safety
2015	\$2,576.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

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

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

<b>Funder 1 Name</b> Royal Bank of Cda	<b>Amount</b>	<b>\$5,000.00</b>
<b>Funder 2 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 3 Name</b>	<b>Amount</b>	<b>\$0.00</b>

**Amount Your Society will Provide:** **\$10,000.00**

**Total Proposed Budget:** **\$20,000.00**

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**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$3,000

**Recommendation:**

This grant will assist with supplies for the weekly free Food for Life community meal program, serving primarily the disadvantaged, new immigrants and seniors. The recommendation is for an increased level.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Richmond Family Place Society  
**Grant Type:** Over \$5000 Multi Year - Year 1

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

**Proposal Title:** Strong and Healthy Families

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 7000

**Richmond Residents:** 6900

**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 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 12 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.

**Richmond Services Received by Your Organization:**

Subsidized rent at Debeck House @ \$6,000 p month

Free rental space at Hamilton Community Centre \$17,500

Free rental space at Cambie Library, \$18,750

Free rental space at Brighthouse Library, \$12,500

Free rental space at Steveston Community Centre \$3,500
Free rental space at The Richmond Food Bank
Free rental space at City Centre Community Centre

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	849,425.00	723,493.00
<b>Total Expenses:</b>	824,808.00	714,761.00
<b>Annual Surplus or (Deficit):</b>	24,617.00	8,732.00
<b>Accumulated Surplus or (Deficit):</b>	148,095.00	156,827.00

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

**Last Complete Year:**

The surplus for the last complete year is due to the vacancy of the program staff while exhaustive searches were in place. It is increasingly challenging to find qualified candidates to interview for these positions.

**Current Year:**

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

**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) (if applicable)**

Year	Amount	Grant Program
2017	\$25,825	Health, Social & Safety
2016	\$25,294	Health, Social & Safety
2015	\$24,725	Health, Social & Safety

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**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$24,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$2,100.00
Supplies	\$500.00
Equipment	\$1,900.00
Photocopying	\$0.00
Program Materials	\$700.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$30,000.00</u></b>

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

Funder 1 Name <b>Ministry for Children and Family Development</b>	\$160,935
Funder 2 Name <b>United Way of the Lower Mainland</b>	\$168,352
Funder 3 Name <b>BC Gaming</b>	\$59,000

Amount Your Society will Provide:	<b><u>\$76,230.00</u></b>
Total Proposed Budget:	<b><u>\$688,117.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$27,000

**Recommendation:** This Multi-Year (Year 1) grant is for family support programs and other preventative services for families with children up to 12 years. The recommendation is for an increased level.

**Staff Comments / Conditions:** None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society:** Richmond Food Bank Society

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

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

**Proposal Title:** Communities Mobilizing for Justice - Addressing Poverty through Dialogue to

**Grant Purpose:** Operating Assistance

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

**Number To Be Served:** 250+

**Richmond Residents:** 250+

**Grant Request Summary:**

City of Richmond funds will be used exclusively for staff wages (1 part time project coordinator and 1 part time communications coordinator). The overall objective of

the project is to test the theory that establishing and supporting a self-advocacy network made up of individuals with lived experiences will meaningfully address poverty in Richmond.

Short term: Capacity Building - Network members will take advantage of training and education in literacy, leadership, advocacy, public speaking, handling the media, and knowledge of various acts, regulations and bylaws that affect them.

Medium term: Empowerment - Expected outcomes are that network members will increase their self-confidence and ability to speak out in public on issues that affect their everyday participation in civil society and will share their discoveries and findings with each other and wider audiences. Network members will inspire the need for a made-in-Richmond poverty reduction strategy.

Long term: Change at Many Levels- Specific objectives are that network members will join Richmond PRC task forces (Housing, Transportation, Food, etc) and lend their experience to the conversation that will inform future PRC advocacy activities. Network members will get 'plugged-in' to programs in the community that serve everybody, instead of being pushed only into services 'for the poor.' General public will learn about visible and invisible barriers in the community that prevent residents experiencing poverty from meaningful participation. The Network will become a driving force for systemic change in the community around issues that disproportionately affect people in poverty.

**Richmond Services Received by Your Organization:**

Family Services of Greater Vancouver book space in the Caring Place for our monthly meetings, at no cost.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	7,480.00	27,317.00
Total Expenses:	20,176.00	16,377.00
Annual Surplus or (Deficit):	(12,696.00)	10,940.00
Accumulated Surplus or (Deficit):	4,400.00	15,340.00

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

**Last Complete Year:**

The deficit reflects expenses associated with starting up the Barriers project in September 2016, in advance of receiving all the funding streams.

**Current Year:**

The surplus is as of December 31, 2016. The funds were used for completing the Barriers project (Sept 2016-Sept 2017) and maintaining PRC steering committee operations until 2017 funding was received.

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

as above

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

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety
2015	\$5,000.00	Health, Social & Safety
2014	\$5,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$5,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00

**Health, Social & Safety 2018**  
**Richmond Food Bank Society**

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)**

<b>Funder 1 Name</b> Vancouver Foundation	<b>Amount</b> \$30,000.00
<b>Funder 2 Name</b> Richmond Community Foundation	<b>Amount</b> 2000.00
<b>Funder 3 Name</b> Literacy Richmond	<b>Amount</b> 5000.00

**Amount Your Society will Provide:** **\$8,000.00**  
**Total Proposed Budget:** **\$68,000.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:** This grant will support the Poverty Response Committee's Self-Advocacy Network project to build capacity in the community and address poverty in Richmond. The recommendation is for the full amount requested.

**Staff Comments / Conditions:** None



**Grant Application for 2018  
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:** \$10,000

**Proposal Title:** Funding for an RCFC Mental Health Peer Social Group Program

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 20

**Richmond Residents:** 20

**Grant Request Summary:**

This initiative will aim at empowering and re-integrating mental health consumers into the community through social and volunteer activities. This opportunity will be open to all Chinese-speaking and non-Chinese speaking MH consumers in the Richmond Community at large. The target is mental health consumers in various stages of recovery. MH consumers often feel isolated, not accepted and withdrawn from the community they have been born into. With this grant we will be offering social and volunteer activities, encouraging consumers to participate and help in the planning of community outings such as going out for lunch, cooking, karaoke, singing, board games, watching funny videos, and going to the gym at the nearby community centre. It will aim at the promotion of healthy lifestyles by learning to support, share and help each other. They will actively contribute to the City of Richmond community by participating in the Garden Plot and will share the proceeds among themselves and donate most of the produce to the Richmond Food Bank. This group of consumers will help the RCFC to do its monthly mail outs and other administrative tasks. This group will run-in-house on Wednesdays 1-3 pm every week, where they will plan their weekly activities. Continuing this RCFC Mental Health Peer Social Group Program would mean that this community of consumers would thrive in the City of Richmond because they have been given hope and friendships. The group will be run by a trained Mental Health Peer Support Worker, who will work 8 hours a week for \$16.00 per hour as well as a paid volunteer to help. The rest of the grant will go directly to client's services and expenses, with \$175.00 for accounting program contribution \$244.32 in Revenue Canada Benefits.

**Richmond Services Received by Your Organization:**

\$3,841.00 from City of Richmond Grant for 2017.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

Last Complete Year

Proposed Year

**Health, Social & Safety 2018****Over \$5000****Multi Year - Year 1****Richmond Mental Health Consumer and Friends Society****Summary Page 2**

<b>Total Revenue:</b>	274,080.00	287,703.44
<b>Total Expenses:</b>	276,465.91	275,511.58
<b>Annual Surplus or (Deficit):</b>	(2,385.91)	12,191.86
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

The surplus is due to the retirement of the RCFC Executive Director in September 2016
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**Current Year:**

The surplus is due to the retirement of the RCFC Executive Director in September 2016
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**Explanation for Accumulated Surplus or (Deficit):**

The surplus is due to the retirement of the RCFC Executive Director in September 2016.
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$3,841	Health, Social & Safety
2016	\$3,762	Health, Social & Safety
2015	\$3,677	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$8,845.00
<b>Consultant Services</b>	\$186.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$1,300.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$390.00
<b>Supplies</b>	\$0.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$520.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	\$2,600.00

Outings, activities, client expenses, and food.

<b>TOTAL</b>	<b><u>\$13,841.00</u></b>
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**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:**

**\$10,000.00**

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$5,000

**Recommendation:**

This Multi-Year (Year 1) operating grant will support the Mental Health Peer Social Group Program which offers social and volunteer activities for those with mental illness, as well as experience with program administrative tasks. The recommendation is for an increased level.

**Staff Comments /  
Conditions:**

None



**Grant Application for 2018  
Health, Social & Safety Program**  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Society:** Richmond Multicultural Community Services

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

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

**Proposal Title:** Multicultural Richmond

**Grant Purpose:** Operating Assistance

Start Date (if applicable):

End Date (if applicable):

**Number To Be Served:** 5000

**Richmond Residents:** 4000

**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 immigrant 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

**Richmond Services Received by Your Organization:**

facility space weekly at Cambie Community Centre

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	839,815.00	718,603.00
<b>Total Expenses:</b>	1,017,882.00	718,603.00
<b>Annual Surplus or (Deficit):</b>	(178,067.00)	0.00
<b>Accumulated Surplus or (Deficit):</b>	167,391.00	167,391.00

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

Last Complete Year:

to being reimbursed after expending the funds. As well, we have had a funding reduction. This has left us with a deficit this year

**Current Year:**

we anticipate a year without significant overages or underages

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

n/a

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

Year	Amount	Grant Program
2017	\$10,976	Health, Social & Safety
2016	\$10,750	Health, Social & Safety
2015	\$10,508	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$25,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$2,000.00
Office Rent or Mortgage	\$3,000.00
Utilities and Telephone	\$0.00
Supplies	\$1,000.00
Equipment	\$2,000.00
Photocopying	\$0.00
Program Materials	\$2,000.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$35,000.00</u></b>

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

Funder 1 Name	United Way of the Lower Mainland	\$15,000
Funder 2 Name	n/a	\$1
Funder 3 Name	n/a	\$1

**Amount Your Society will Provide:**

**\$5,000.00**

**Total Proposed Budget:**

**\$35,000.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$12,000

**Recommendation:**

This Multi-Year (Year 1) grant will support the operating expenses of immigrant, refugee and welcoming community programs. The recommendation is for an increased level.
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**Staff Comments / Conditions:**

None
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**Multi-Year Grant Application for 2018****Health, Social & Safety Program**

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

**Society:** Richmond Society for Community Living**Grant Type:** Over \$5000 Multi Year - Year 3**Grant Request:** \$15,000**Proposal Title:** Family Resource Program**Number Served:** Richmond Residents:**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.

**Changes that will impact grant use:**

There have been no changes to the program that will impact grant use

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	13,631,725.00	13,876,891.00
Total Expenses:	13,631,814.00	13,861,965.00
Annual Surplus or (Deficit):	(89.00)	14,925.00
Accumulated Surplus or (Deficit):	(274,998.00)	(260,074.00)

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

**Last Complete Year:**

This is a negligible deficit resulting from managing multiple programs' expenses

**Current Year:**

Modest surplus planned to pay down accumulated deficit

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

The accumulated deficit is the result of amortized capital expenses

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$3,700	Child Care Capital
2017	\$15,000	Health, Social & Safety
2017	\$2,000	Child Care Professional & Program Development
2016	\$7,238.0500	Child Care Capital
2016	\$15,000	Health, Social & Safety
2015	\$14,280	Health, Social & Safety

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This Multi-Year (Year 3) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for the full amount requested.

**Staff Comments / Conditions:**

None



**Multi-Year Grant Application for 2018**

**Health, Social & Safety Program**

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

**Society:** Richmond Women's Resource Centre

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

**Grant Request:** \$46,000

**Proposal Title:** City Grant for Richmond Women's Resource Centre

**Number Served:** Richmond Residents:

**Grant Request Summary:**

Richmond Women's Resource Centre 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.

**Changes that will impact grant use:**

The general grant use will remain the same.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	135,705.00	192,600.00
<b>Total Expenses:</b>	127,323.00	192,600.00
<b>Annual Surplus or (Deficit):</b>	8,382.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	48,049.00	0.00

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

**Last Complete Year:**

The small surplus is a result of our successful International Women's Day fundraiser and our summer closure to reduce costs.

**Current Year:**

We budgeted a balanced budget for the current year.

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

An accumulated surplus is the result of the following endeavor in recent years. The Board worked diligently to organize a series of fundraising events including our annual



International Women's Day Breakfast fundraiser which was well-attended. There was an increase in donation as a result of our outreach for help to deal with our financial situation. To be financially responsible, the Board made the difficult decision to close the Centre during the summer months. An accumulated surplus is desirable for stability due to uncertainty in funding and revenue.

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$20,420	Health, Social & Safety
2016	\$20,000	Health, Social & Safety
2015	\$15,762	Health, Social & Safety
2014	\$15,606	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$24,000

**Recommendation:**

This Multi-Year (Year 3) 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. The recommendation is for an increased level.

**Staff Comments / Conditions:**

None



**Society:** Richmond Youth Service Agency  
**Grant Type:** Over \$5000 Multi Year - Year 1  
  
**Grant Request:** \$19,000  
**Proposal Title:** Connections Youth Resource Centre  
**Grant Purpose:** Community Service / Program / Event - Ongoing

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

**Number To Be Served:** 2200  
**Richmond Residents:** 1800

**Grant Request Summary:**

The grant will be used to support a portion of the Connections Youth Resource Centre (CYRC) 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, a community based online magazine for youth, home work clubs and various community events which will engage and inform community members about the services, supports, opportunities for youth and families in Richmond. We will also be supporting youth in care with career and life skills supports.

**Richmond Services Received by Your Organization:**

None

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,127,467.00	1,198,000.00
<b>Total Expenses:</b>	1,247,162.00	1,198,000.00
<b>Annual Surplus or (Deficit):</b>	120,305.0 0	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

Unexpected repair costs on unit owned by the agency of 110,000.

**Current Year:**

NA

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

NA

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

Year	Amount	Grant Program
2017	\$13,186	Health, Social & Safety
2016	\$12,915	Health, Social & Safety
2016	\$5,000	Professional and Program Development
2015	\$12,625	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$19,000.00
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>\$19,000.00</u></b>

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

Funder 1 Name RBC	\$110,000
Funder 2 Name BC Gaming	\$30,000
Funder 3 Name Vancity	\$10,000

**Amount Your Society will Provide:** **\$20,000.00**

**Total Proposed Budget:** **\$189,000.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$14,000

**Recommendation:**

This Multi-Year 1 grant will support the Connections Youth Resource Centre's Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation is for an increased level.

**Staff Comments /  
Conditions:**

None



**Grant Application Summary for 2018**

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

**Start Date (if applicable):** \_\_\_\_\_ **End Date (if applicable):** \_\_\_\_\_  
**Number To Be Served:** 30-40  
**Richmond Residents:** All

**Grant Request Summary:**

A community based program for at risk youth called "StreetSmarts" 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 StreetSmarts have self-identified as having direct or peripheral involvement with street gangs. The aim of the program is to support youth to develop protective factors by providing mentorship through one to one services as well as small group work in order to build resiliency and increase positive leadership attributes.

**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 \$95,000.00 per year.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	3,486,412.00	3,591,367.17
<b>Total Expenses:</b>	3,459,943.00	3,608,999.93
<b>Annual Surplus or (Deficit):</b>	29,635.00	(17,634.76)
<b>Accumulated Surplus or (Deficit):</b>	388,212.00	370,577.24

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

**Last Complete Year:**

MCFD provided one time only funding to manage a historical deficit

**Current Year:**

We are in a small deficit that we expect to be rectified by fiscal year end.

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

Real estate disposal.
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety
2015	\$4,000.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

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

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

<b>Funder 1 Name</b> Betty Averbach Foundation	<b>Amount</b>	<b>\$14,000.00</b>
<b>Funder 2 Name</b> Coast Capitol	<b>Amount</b>	<b>25000.00</b>
<b>Funder 3 Name</b> Ministry of Justice	<b>Amount</b>	<b>60000.00</b>

<b>Amount Your Society will Provide:</b>	<b><u>\$5,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$109,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$5,000

**Recommendation:**

This grant is to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. The recommendation is for the full amount requested.

**Staff Comments /  
Conditions:**

None



**Society:** Turning Point Recovery Society  
**Grant Type:** Over \$5000 Multi Year - Year 1

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

**Proposal Title:** Turning Point Drop-in Center and Continuing Care Program

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 100

**Richmond Residents:** 100

**Grant Request Summary:**

Turning Point Recovery Society is seeking funding from the City of Richmond to support operations at Richmond's only Drop-in Centre and Resource Hub. In May 2016, Turning Point received year-end funding from the BC Ministry of Health to secure a new permanent location for a Drop-in Centre in Richmond following the announcement that St. Albans would be closing. The grant provided \$200K for the expansion of our Outreach Counselling program and \$300K for the relocation of the Drop-in Centre. We received an additional funding from the Ministry of Health in 2017 to further expand the mandate of the Drop-in Center so that we could provide additional supports for our patrons, including those that have since been referred as tenants in Storeys. We are continuing to operate the Drop-in Center at the Salvation Army on Gilbert Road while we work with the City and other community partners to secure a more permanent location. Funding from the City grant this year will be to support Drop-in Center clients that will be residing in Storeys with Outreach Support and after care

A Drop-in Centre is critical to addressing the essential needs of everyone: food, shelter and community. In Richmond, these needs often go unmet for a significant percentage of our citizens. This is based on information and statistics from several sources including the 2016 Metro Vancouver Homeless Count, reports from the Richmond Food Bank and the Community Meal Program. Over 150 children, women and men continue to attend the community meal programs at St. Albans alone and according to the Food Bank, over 500 family's line up for groceries each week. It is critical that we have a site in Richmond where people who are struggling in our community can find the help and support they need. The primary goal of the Drop-in Centre is to provide a safe and supportive meeting place for our city's most vulnerable citizens; the poor, the unemployed, the marginalized and the isolated individuals in our city, including our

**Richmond Services Received by Your Organization:**



Turning Point leases a residence at 10191 No. 2 Road at a reduced rate from the Richmond for the operation of our women's residential addiction recovery program. We are currently the lead proponent on a 14-story affordable and supportive housing development on City owned land at Granville and Anderson Road in the city center. Additionally, Turning Point in partnership with Western Recovery Foundation has received a property tax exemption for the site of our men's residential addiction recovery program on Odlin Road. Turning Point also regularly uses space at City hall to hold our monthly community outreach programs meeting.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,300,072.00	2,407,821.00
<b>Total Expenses:</b>	2,259,445.00	2,407,821.00
<b>Annual Surplus or (Deficit):</b>	40,627.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

Surplus resulted when auditors capitalized some of the site repairs and fixed asset purchases that had occurred during the FY.

**Current Year:**

Fiscal deficit projected for FY end March 31 (although not budgeted) resulting from mandate by the Director of Licensing in BC to add overnight awake staff to our 5 residential sites where previously we had allowed our Live-in staff to sleep. There has been no funding increase from the Health Authority to cover this new expense.

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

Turning Point does not carry accumulated surplus or deficits

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

Year	Amount	Grant Program
2017	\$6,000	Health, Social & Safety
2015	\$5,924	Health, Social & Safety
2014	\$5,865	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$9,500.00
Consultant Services	\$0.00

**Health, Social & Safety 2018**  
**Turning Point Recovery Society**

ATTACHMENT 2  
**Over \$5000 Multi Year - Year 1**  
**Summary Page 3**

Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$3,500.00
Utilities and Telephone	\$250.00
Supplies	\$500.00
Equipment	\$350.00
Photocopying	\$150.00
Program Materials	\$250.00
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 Ministry of Health	\$150,000
Funder 2 Name	Employment and Social Development Micro Grant	\$25,000
Funder 3 Name	Vancouver Coastal Health	\$10,000

**Amount Your Society will Provide:** **\$160,000.00**

**Total Proposed Budget:** **\$200,000.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$7,000

**Recommendation:**

This grant is to support Drop-In Center clients with outreach support and continuing after-care for those transitioning to housing at Storeys. The Centre, previously operated by St. Alban's, is temporarily located at the Salvation Army while TPRS seeks a permanent location. The recommendation is for an increased level.

**Staff Comments / Conditions:**

None



**Society:** Volunteer Richmond Information Services Society  
**Grant Type:** Over \$5000 Multi Year - Year 1  
**Grant Request:** \$50,000  
**Proposal Title:** Core Operating Funding for Richmond Cares, Richmond Gives (RCRG)  
**Grant Purpose:** Operating Assistance

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

**Number To Be Served:** 175000  
**Richmond Residents:** 175000

**Grant Request Summary:**

We're seeking core funding to support the operation of our Information & Volunteer Centre.

The provision of community information is one of our organization's key activities. Richmond residents seeking information on community resources can contact us for a free referral, whether in-person, over the phone, or via e-mail. If they come to our office, they can browse through our extensive brochure library, featuring materials from hundreds of government and non-profit agencies. On our website, meanwhile, we maintain Richmond's largest online Community Services Directory, with nearly 600 listings in over 40 categories. It also includes two major sub-directories, highlighting services for seniors and services for low-income residents, respectively.

We regularly attend community events, like the Richmond World Festival, to provide the public with community information. We produce print materials as well, such as the Annual Richmond Seniors Directory, which we publish in partnership with the Richmond News.

As Richmond's Volunteer Centre, our activities focus on encouraging and facilitating volunteerism. We do it through our website, which is home to Richmond's most comprehensive Volunteer Opportunities Database, featuring more than 80 positions from 60+ organizations. We also offer a free Volunteer Match service, where trained Advisors – volunteers themselves – meet one-on-one with Richmond residents, and help them find a volunteer opportunity that matches their skills, interests, and schedule.

Our Information & Volunteer Centre has a broad target audience; indeed, everyone in Richmond is a potential client. That's because everyone can volunteer, and everyone needs to access community services. Our role is to be a hub for community engagement – a place that connects Richmond residents with volunteer opportunities and community resources. It's important work with far-reaching benefits, as a community becomes stronger when more people are actively involved.

**Richmond Services Received by Your Organization:**

As an in-kind donation, the City of Richmond allows us to use City Hall for our Leadership Richmond – Youth Now launch event, in September, and graduation ceremony, in April.

As well, from mid-November through December, the City lets us use the Brighthouse Pavilion to house the Richmond Christmas Fund Toy Room. Again, the space is provided as an in-kind donation.

Emergency Social Services provides six portable radios and accessories on loan from mid-November to mid-December, for use during Christmas Fund registration.

Finally, our Child Care Resource & Referral Centre regularly receives a Child Care Professional & Program Development Grant, ranging from \$2,500 to \$5,000 annually.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,463,105.00	1,449,447.00
<b>Total Expenses:</b>	1,483,243.00	1,477,460.00
<b>Annual Surplus or (Deficit):</b>	(20,138.00)	(28,013.00)
<b>Accumulated Surplus or (Deficit):</b>	64,377.00	36,364.00

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

**Last Complete Year:**

Expenses are budgeted to keep basic services available; revenue is uncertain and budgeted conservatively; last fiscal year, fundraising and donations offset the deficit.

--

**Current Year:**

Expenses are budgeted to maintain basic services; revenues are uncertain so they are kept conservative in anticipation that fundraising or other revenue will offset the deficit.
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**Explanation for Accumulated Surplus or (Deficit):**

An accumulated surplus is necessary for stability and sustainability, due to the uncertainty of funding and revenue and the timing of their arrival.
--

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2017	\$40,061	Health, Social & Safety
2017	\$2,500	Professional and Program Development
2016	\$39,237	Health, Social & Safety
2016	\$5,000	Professional and Program Development
2015	\$38,355	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$39,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$3,000.00
Utilities and Telephone	\$1,250.00
Supplies	\$1,250.00
Equipment	\$0.00
Photocopying	\$1,000.00
Program Materials	\$1,500.00
Local Travel	\$500.00
Other	\$2,000.00
Computer Support	
<b>TOTAL</b>	<b><u>\$50,000.00</u></b>

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

Funder 1 Name	BC Gaming Policy and Enforcement Branch	\$100,000
Funder 2 Name	Port of Vancouver	\$10,000
Funder 3 Name	Vancity	\$10,000

<b>Amount Your Society will Provide:</b>	<b><u>\$100,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$1,126,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$40,862

**Recommendation:**

This Multi-Year (Year 1) grant is to provide operating assistance for volunteer, charitable and information programs. The recommendation is for the same level, plus a Cost of Living increase.
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**Staff Comments / Conditions:**

None
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**Grant Application Summary for 2018****Health, Social & Safety Program**

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

**Society:** West Richmond Community Association

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

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

**Proposal Title:** Music Works - A Music-Based Wellness Program for Isolated and Vulnerable

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

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

**Number To Be Served:** 42

**Richmond Residents:** All will be Richmond Residents

**Grant Request Summary:**

The overall goal of Music Works is to decrease social isolation and increase inclusion, community connection; remove barriers to participation and improve the quality of life for seniors experiencing loss, loneliness and isolation. Music Works utilizes music, movement and social activities to increase community connection; stimulate cognitive function; reduce stress, anxiety and depression; and enhance quality of life through valuing memories, life experience, and life-long contributions. Participants may be experiencing one or more of the following: change in health status, chronic conditions, change in personal supports, loss of spouse or close caregiver, cognitive changes, depression or anxiety, and difficulty with accessing transportation. Each weekly session includes transportation; lunch and social time; Gentle Movement to Music or Music Therapy (5 sessions each per 10-week program); Ukulele or Drumming Circle (5 sessions each per 10-week program) with senior volunteer mentors from local Drumming and Ukulele Circles. Music Works relies heavily on the skills and expertise of volunteers bringing active and well-connected seniors together with more isolated and vulnerable seniors. Feedback from volunteers confirms that it's a mutually beneficial experience and provides a meaningful and satisfying opportunity for volunteers. Family members, friends and caregivers benefit knowing that their family members/friends are engaged in activities that have a positive impact on their mental, emotional, and physical wellbeing. The WRCA, community centre staff and project partners also benefit through an increased understanding of the experiences of more isolated vulnerable seniors and by developing a model to serve and support previously under-served seniors. The grant will assist with transitioning Music Works to a much needed ongoing outreach program serving isolated and vulnerable seniors in Richmond.

**Richmond Services Received by Your Organization:**

Facility use and staff support.

**FINANCIAL INFORMATION**



**Health, Social & Safety 2018**  
**West Richmond Community Association**

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

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,472,482.00	1,412,450.00
Total Expenses:	1,456,659.00	1,406,317.00
Annual Surplus or (Deficit):	15,823.00	6,132.00
Accumulated Surplus or (Deficit):	3,030.00	10,000.00

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

**Last Complete Year:**

2016/2017 Budget Year. September 1, 2016 to August 31 2017.  
 Program and fitness revenue were slightly higher than forecasted

**Current Year:**

Small surplus projected through program and fitness fees.

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

Higher revenue through programs and fitness. All surplus is used to subsidized youth, seniors and community development programs.

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

Year	Amount	Grant Program
2015	\$5,000.00	Child Care Capital

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$7,600.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$0.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$0.00
<b>Local Travel</b>	\$4,400.00
<b>Other</b>	\$4,600.00

Food costs for the provision of lunch each week.

**TOTAL     \$16,600.00**

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

<b>Funder 1 Name</b>	Gilmore Gardens and Courtyard Gardens Community Fund	<b>Amount</b>	<b>\$5,000.00</b>
<b>Funder 2 Name</b>		<b>Amount</b>	<b>\$0.00</b>
<b>Funder 3 Name</b>		<b>Amount</b>	<b>\$0.00</b>
<b>Amount Your Society will Provide:</b>			<b><u>\$6,600.00</u></b>
<b>Total Proposed Budget:</b>			<b><u>\$16,600.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$2,000

**Recommendation:**

This program is delivered to a growing vulnerable section of the community, and will serve 42 seniors over the course of three ten-week programs. This program reduces isolation, provides healthy food, and supports emotional, mental and physical well-being.

**Staff Comments / Conditions:**

None

**City of Richmond**

**2018 Grant Program Guidelines**

**For**

**Health, Social & Safety**

**and**

**Parks, Recreation & Community Events**

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## 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.