



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** January 11, 2017  
**From:** Serena Lusk **File:** 03-1085-01/2016-Vol  
 Senior Manager, Recreation and Sport Services 01  
**Re:** 2017 Parks, Recreation and Community Events Grants

### Staff Recommendation

That:

1. Parks, Recreation and Community Events Grants be allocated and cheques disbursed for a total of \$103,250 as identified in Attachment 1 of the staff report titled "2017 Parks, Recreation and Community Events Grants," dated January 11, 2017, from the Senior Manager, Recreation and Sport Services.
2. Sea Island Community Association not be approved for a three-year funding cycle, but be approved for consideration as a minor grant application.
3. Steveston Community Society – Richmond Summer Project be approved for the third year of a three-year funding cycle.

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

Att. 3

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

## **Staff Report**

### **Origin**

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

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.*

2.2. *Effective social service networks.*

2.3. *Outstanding places, programs and services that support active living, wellness and a sense of belonging.*

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

### **Findings of Fact**

#### 2017 Parks, Recreation and Community Events Grants Budget

The 2017 Parks, Recreation and Community Events Grants budget is \$106,008. This includes a 2.1 per cent cost of living increase over the 2016 budget as per the City Grant Policy 3712.

#### Notice Given and Applications Received

As of September 27, 2016, notices were placed on the City Page and the City website advising the public that applications were being accepted for the 2017 City Grant Programs until November 18, 2016. A link to the City website was included, which provided access to the online application system and reference materials, including a Grant Application User Guide and the 2017 Grant Program Guidelines for Parks, Recreation and Community Events. Previous award applicants were also directly notified that the system was open for submissions. This is the fourth year that the City has employed a web-based system to facilitate a more efficient and effective application process.

In the Parks, Recreation and Community Events category, a total of 14 applications were received for a total request of \$252,466.60. A table outlining the 2017 grant requests and recommended grant allocations is provided in Attachment 1. Summary sheets of each grant applicant, generated directly from information submitted via the online application system, are provided in Attachment 2, along with staff comments and recommendations. As the contents of these summary sheets are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicants.

As per the 2017 Grant Program Guidelines for Parks, Recreation and Community Events, a proposal must demonstrate that primarily Richmond residents will be served to be considered eligible. Although some applicants serve wider geographic areas, the majority of requests were to support operations and programs that primarily serve Richmond residents.

#### Deadline Extension and Late Applications

Due to technical issues with the online application system, the submission deadline for all City Grant Programs was extended to November 21, 2016. No applications in the Parks, Recreation and Community Events category were received after that date. City Grant Policy 3712 indicates that late applications will not be accepted and the online application system 'closes' the ability to apply after the deadline.

#### New Applications

There were two new applications in the Parks, Recreation and Community Events category:

- Canadian Association of Russian Jews; and
- Richmond Food Security Society (a previous City Grant applicant under the Health, Social and Safety category).

Thompson Community Association, a previous recipient of a 2014 Parks, Recreation and Community Events grant, 2014 Child Care Capital grant and two 2015 Child Care Capital grants, submitted an application for a 2017 Parks, Recreation and Community Events grant.

#### Application Review Process

The Parks, Recreation and Community Events Grant Review Committee, consisting of five staff members from the Community Services Division, reviewed the applications against a set of 23 criteria that were developed based on the 2017 Grant Program Guidelines for Parks, Recreation and Community Events (Attachment 3). Each application was systematically evaluated on five dichotomous questions (Yes/No) regarding grant eligibility, and 18 Likert scale statements (9-point range from Strongly Disagree to Strongly Agree) regarding the applicant, its grant proposal's impact on community and engagement, budget and financials and the quality of its application.

To ensure neutrality, each application was independently assessed by at least three committee members to form a preliminary evaluation based on the mean scores. Each application was then assessed by the committee as a whole to reach a consensus on a final score, which was used to collectively determine a recommendation on funding.

## Analysis

### Parks, Recreation and Community Events Grants: 2014-2016 Application History and 2017 Recommendations

Table 1: Number of applications, allocations and recommendations:

	Previous Applications, Allocations and Recommendations*			Recommendations
	2014	2015	2016	2017
Total number of applications	17	10	15	14
New applicants	1	0	5	2
Late applications	0	0	0	0
Grants denied (did not meet criteria)	2	0	2	3
Partial amount of request recommended	15	10	13	11
Full amount of request recommended	0	0	0	0
Minor request (\$5,000 or less)	7	4	4	6
Total amount requested	\$259,972	\$147,595	\$210,974.22	\$252,466.60
Total budget	\$100,489	\$101,494	\$103,828.00	\$106,008.00
Total Parks, Recreation and Community Events grant funds allocated	\$100,250	\$99,750	\$100,700.00	\$103,250.00

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

## Financial Impact

Eleven out of 14 applicants are recommended for partial funding. Principal reasons for partial funding are:

1. The City supports, but is not a primary funder of, non-profit organizations, whose main sources of support include federal and provincial governments, BC Direct Access Gaming, foundations, endowments, donations, and fundraising efforts; and
2. As the total amount requested exceeds the recommended City Grant budget, providing some assistance to many is considered preferable to providing full assistance to a few.

Other reasons for recommending partial funding include, but are not limited to, the following:

- Other funding partners have not been sought;
- Ineligible funding purpose;
- Insufficient community benefit demonstrated;
- Lack of partnerships;
- Uncommitted, substantial surplus;
- Fee-based (user pay) budget should be used;
- City provides other forms of support to the organization; and
- Quality, including completeness, of the application.

The Grant Review Committee recommends that the following three applicants not be awarded a Parks, Recreation and Community Events grant:

1. Canadian Association of Russian Jews;
2. Thompson Community Association; and
3. WildResearch Society.

The Canadian Association of Russian Jews was not recommended for a 2017 Parks, Recreation and Community Events grant due to insufficient information about the applicant and the proposed event, lack of demonstrated organizational efficiency, effectiveness and stability, lack of partnerships and insufficient community benefit demonstrated. The applicant also scored low on its overall grant application.

Thompson Community Association was not recommended for a 2017 Parks, Recreation and Community Events grant due to the City's provision of financial support to the applicant for a similar purpose (under the City's Richmond Canada 150 Community Celebration Grants program) and other funding partners have not been sought. The applicant also scored low on its overall grant application.

WildResearch Society was not recommended for a 2017 Parks, Recreation and Community Events grant due to a partial ineligible funding purpose and insufficient community benefit demonstrated. The applicant also scored low on its overall grant application.

The 2017 Parks, Recreation and Community Events Grants budget is \$106,008. A total of \$103,250 is recommended for disbursement (Attachment 1).

#### Minor/Major Grant Requests

There are two streams of applications: one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. Although both grant types require financial documents and signatures, a minor grant application requires fewer sections to be completed. The full application form is required for major grants or multi-year funding cycle requests.

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

- Canadian Association of Russian Jews;
- Gulf of Georgia Cannery Society;
- Richmond Museum Society;
- Sea Island Community Association;
- Thompson Community Association; and
- WildResearch Society.

#### Multi-Year Funding Request

City Grant Policy 3712, which was adopted in 2011, allows applicants whom have received City Grants for the same purpose for a minimum of the five most recent consecutive years, the option of applying for a maximum three-year funding cycle. In the first year of a cycle, the full

application form is required. For the following two years, the applicant is required to complete fewer questions, but must submit the required documents and signatures with each application. For each three-year cycle, grants are recommended, rather than assured. Council reviews recommendations to fund each subsequent year of a cycle.

Two organizations applied for multi-year funding:

1. Sea Island Community Association; and
2. Steveston Community Society – Richmond Summer Project.

Sea Island Community Association is applying for multi-year funding, but is ineligible as it has only received City Grants for the same purpose for the past four consecutive years and submitted an abridged application form (minor) instead of a full application form (major) for the first year. It is recommended that Sea Island Community Association not be approved for a three-year funding cycle, but be approved for consideration as a minor grant application.

Steveston Community Society – Richmond Summer Project, which applied for and met the criteria for multi-year funding in 2015, is in the final year of a three-year cycle. It is recommended that Steveston Community Society – Richmond Summer Project be approved for the third year of a multi-year funding cycle.

### **Conclusion**

The Parks, Recreation and Community Events Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. Staff recommend that 2017 Parks, Recreation and Community Events Grants be allocated as indicated in Attachment 1 for the benefit of Richmond residents.

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

Beayue Louie  
*Park Planner*  
(604-244-1293)

- Att. 1: 2017 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations  
2: 2017 Parks, Recreation and Community Events Grants – Application Summary Sheets  
3: 2017 Parks, Recreation and Community Events Grants – Application Scoring Criteria

2017 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations						
Applicant Name	2016 GRANT	2017 REQUEST	2017 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
Canadian Association of Russian Jews	N/A	\$ 5,000.00	\$ -	N/A	Shavuot (Festival of Weeks) event, including food vendors, music, entertainment, special athlete guests and speakers.	Page 1
Gulf of Georgia Cannery Society	\$ 500.00	\$ 5,000.00	\$ 750.00	Single Year	Cannery Farmer's Market (12 Sundays from Nov. to Apr.) offering locally made products under the "Make it, Bake it, Grow it, Catch it" philosophy to promote healthy local eating.	Page 4
Kidsport - Richmond Chapter	\$ 19,000.00	\$ 22,500.00	\$ 19,000.00	Single Year	Subsidizes costs for organized sport experiences for low-income children who may not otherwise be able to participate.	Page 7
Richmond Agricultural and Industrial Society	\$ 7,150.00	\$ 35,282.00	\$ 7,150.00	Single Year	Steveston Salmon Festival, including children and youth festivals, cultural displays and demos, entertainment, food vendors, and trade and art shows.	Page 10
Richmond Chinese Community Society	\$ 1,800.00	\$ 39,800.00	\$ 1,800.00	Single Year	Operating expenses, including expanding staffing capacity, increasing promotions of community partners, hiring a Seniors Learning English program assistant, volunteer expenses, rent and update technology equipment.	Page 13
Richmond City Centre Community Association	\$ 6,500.00	\$ 17,395.60	\$ 6,000.00	Single Year	Asset development program for high-need and at-risk children in inner city elementary schools.	Page 16
Richmond Fitness and Wellness Association	\$ 11,000.00	\$ 16,500.00	\$ 11,000.00	Single Year	Facilitate free walking programs/opportunities in Richmond.	Page 19
Richmond Food Security Society	N/A	\$ 15,000.00	\$ 9,800.00	Single Year	Core operations, including Community Gardens, Seed Library, Fruit Recovery, Stir It Up Youth Community Kitchen, Get Rooted Youth Leadership, Local Food Guide, events and research.	Page 22
Richmond Museum Society	\$ 1,500.00	\$ 5,000.00	\$ 1,500.00	Single Year	Volunteer support, program materials, promotion expenses and local artist/musician fees for Doors Open Richmond.	Page 26
Sea Island Community Association	\$ 750.00	\$ 1,000.00	\$ 750.00	Single Year	Application does not describe proposed event. Offset expenses for bouncy castle-type activities and entertainment for Burkeville Days.	Page 30
Sharing Farm Society	\$ 18,000.00	\$ 30,000.00	\$ 18,000.00	Single Year	Personnel salaries and supplies related to the applicant's core operations (i.e. food security and agriculture).	Page 33
Steveston Community Society - Richmond Summer Project	\$ 30,000.00	\$ 50,000.00	\$ 27,500.00	Multi Year - Year 3	Wages for City Summer day camp administrator and 1-3 Roving Leaders.	Page 36
Thompson Community Association	N/A	\$ 5,000.00	\$ -	N/A	Community picnic/Canada 150 celebrations, including a community art project, artisan market, demonstrations and entertainment.	Page 39
WildResearch Society	\$ 5,000.00	\$ 4,989.00	\$ -	N/A	Roof and wall repairs for a banding hut (ineligible purpose) at Iona Island Regional Park, and wage rate increases for the applicant's program coordinator and assistant.	Page 42
<b>Totals</b>	<b>\$ 101,200.00</b>	<b>\$ 252,466.60</b>	<b>\$ 103,250.00</b>			
<b>2017 PRCE Grant Budget</b>		<b>\$ 106,008.00</b>	<b>\$ 106,008.00</b>			
<b>Remaining Funds</b>		<b>-\$ 146,458.60</b>	<b>\$ 2,758.00</b>			



**Grant Application Summary for 2017  
Parks, Recreation & Community Events Program**

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

**Society:** CANADIAN ASSOCIATION OF RUSSIAN JEWS

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

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

**Proposal Title:** Celebration of Jewish Culture

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

**Start Date (if applicable):** May 20, 2017      **End Date (if applicable):** May 21, 2017

**Number To Be Served:** 400

**Richmond Residents:** 300

**Grant Request Summary:**

Shavuot is one of the most important holidays for Jewish people. Feast of Weeks in English, is a Jewish holiday that occurs on the sixth day of the Hebrew month of Sivan. The main food during Shavout is cheesecake. We will have vendors from Richmond offering international food including cheesecake so residents of Richmond can try the taste of Jewish food. Jewish and international dancers, musicians, speakers and leaders of communities will perform for Richmond residents. We want to introduce Jewish culture, to bring together members of different communities. Our target group - Richmond residents of different ages and cultures, everybody who loves music, food and wants to learn something new. This is non-political, non-religious event. Our activities include: fun in the park with special athlete-guests, food vendors and music entertainment for entire family; concerts in Richmond senior houses and final concert in one of the Richmond theatres.

**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>	\$57,388.85	\$13,306.80
<b>Total Expenses:</b>	\$56,927.19	\$14,262.12
<b>Annual Surplus or (Deficit):</b>	\$461.66	\$955.32
<b>Accumulated Surplus or (Deficit):</b>	\$1,828.76	\$2,784.08

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

**Last Complete Year:**

Operating cost, programs



**Current Year:**

Operating cost, programs

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

Our special programs and activities

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

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

Personnel (Salaries and Benefits)	\$2,500.00
Consultant Services	\$1,500.00
Volunteer Support (e.g. expenses, recognition)	\$1,500.00
Office Rent or Mortgage	\$2,000.00
Utilities and Telephone	\$750.00
Supplies	\$1,500.00
Equipment	\$1,500.00
Photocopying	\$300.00
Program Materials	\$750.00
Local Travel	\$1,000.00
Other	1500.00

Advertising

**TOTAL      \$14,800.00**

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

Funder 1 Name	HiFi Centre	Amount	3,000.00
Funder 2 Name	Indigo Age Cafe	Amount	2250.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$4,550.00**

Total Proposed Budget: **\$14,800.00**

**GRANT RECOMMENDATIONS**

Recommended  
 Amount:                      \$0

**Recommendation:**

**Staff Comments /  
Conditions:**



**Grant Application Summary for 2017  
Parks, Recreation & Community Events Program**

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

**Society:** Gulf of Georgia Cannery Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Cannery Farmers' Market  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** October 4, 2015 **End Date (if applicable):** April 17, 2016  
**Number To Be Served:** 14000  
**Richmond Residents:** 9000

**Grant Request Summary:**

The Cannery Farmer's Market is uniquely situated inside the Gulf of Georgia National Historic Site, a 120 year old historic building celebrating the West Coast fishing industry. Free to the public, the Market offers a variety of locally made products, adhering to the "Make it, Bake it, Grow it, Catch it" philosophy to promote healthy, local eating. The Market operates between November and April every other Sunday for a total of 12 dates. In addition to providing a location to purchase locally grown and made food and craft items, each Market also serves as a local economic stimulant, a source for regional tourism in the winter season, and a gathering place for Richmond residents.

This year, the Gulf of Georgia Cannery Society is seeking funds to offer increased cultural programming inside the site to increase the community engagement, artistic performances by local musicians and entertainers, and workshops on topics related to local food production, preservation, and sustainability. Capitalizing on its unique location, the Cannery Farmer's market aims to build stronger community ties with local residents while supporting local artisans and merchants.

In the 2015-16 season, the Cannery Farmer's market showcased 83 local merchants and 21 local artists and entertainers and attracted 14800 local residents.

**Richmond Services Received by Your Organization:**

We receive no regular or ongoing support from the City.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$875,021.00	

**Parks, Recreation & Community Events 2017**  
**Gulf of Georgia Cannery Society**

<b>Total Expenses:</b>	\$893,298.00	\$1,075,757.00
<b>Annual Surplus or (Deficit):</b>	(\$18,277.00)	\$1,764.00
<b>Accumulated Surplus or (Deficit):</b>	\$94,163.00	\$95,927.00

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

**Last Complete Year:**

Our maintenance costs and special event expenses exceeded the budget.

**Current Year:**

We are projecting to break event in 2016.

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

Our accumulated surplus funds are required to support our operation in the high season when our expenses exceed our revenue. Each summer our surplus is drawn down to cover the cost of added staffing.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2016	\$500.00	Parks, Rec and Community Events
2015	\$1,000.00	Parks, Rec and Community Events
2014	\$500.00	Parks, Rec and Community Events

**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>	\$1,000.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$1,000.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$700.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	2300.00

Performers Fees & Honoraria - \$1200

**Parks, Recreation & Community Events 2017**  
**Gulf of Georgia Cannery Society**

Promotion - \$1100

**TOTAL**      **\$5,000.00**

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

<b>Funder 1 Name</b>	G & F Financial sponsorship	<b>Amount</b>	<b>\$2000.00</b>
<b>Funder 2 Name</b>	N/A	<b>Amount</b>	<b>1.00</b>
<b>Funder 3 Name</b>	N/A	<b>Amount</b>	<b>1.00</b>

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

**Total Proposed Budget:**      **\$27,000.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$750

**Recommendation:**     

**Staff Comments / Conditions:**



**Grant Application for 2017**

**Parks, Recreation & Community Events Program**

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

**Society: Kidsport - Richmond Chapter**

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

**Grant Request: \$22,500**

**Proposal Title: KidSport™ Grant**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 300**

**Richmond Residents: 300**

**Grant Request Summary:**

Social and economic obstacles can prevent some young people from participating in organized sport. Kidsport Richmond will help families in need overcome the financial barrier that may exist to ensure their children will be able to participate in a sport of their choice. Our funding criteria includes the following: - Children up to 18 years of age; - Application form must be completed reviewed and verified by an appropriate financial verifier who is in a professional relationship with the family and would be aware of the financial situation of the family in question; - Sport programs, the fees for which the applicant wishes to be subsidized, must be affiliated with Sport BC; - Up to \$500/applicant/year may be granted, can be applied only to registration fees during the season the sport is in session. Many Chapter of KidSport in the Province of BC provide grants of \$400 and \$500 per child per year. We currently fully fund more than 50% of applicants. Grants are paid directly to the local sport organization and not the family or child. The community sport organization must be affiliated with Sport BC.

**Richmond Services Received by Your Organization:**

None

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$99,276.00	\$50,827.00
<b>Total Expenses:</b>	\$73,184.00	\$73,526.00
<b>Annual Surplus or (Deficit):</b>	\$26,092.00	(\$22,699.00)
<b>Accumulated Surplus or (Deficit):</b>	\$46,780.00	\$24,081.00

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

**Last Complete Year:**

An accumulated surplus from 2014 was applied to 2015 to allow a disbursements without entering a deficit situation. Surplus increased in 2015 as we raised more money via the fundraising banquet than was budgeted.

**Current Year:**

In 2015 there was a surplus of \$26,092.00. We raised more money than expected. For 2016 we currently have 15 cheques that have been issued in 2016 but not cashed for a total of \$9417. In June of 2016 we increased our maximum grants per child from \$350 to \$500 per year to assist children from financially challenged families in Richmond.

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

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

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

Year	Amount	Grant Program
2016	\$19,000	Parks, Rec and Community Events
2015	\$16,500	Parks, Rec and Community Events
2014	\$11,000	Parks, Rec and Community Events

**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>	\$0.00
<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>	\$22,500.00

Provide partial sport registration fees (up to \$500) for needy children who reside in Richmond to participate in community sports that are affiliated to Sport BC..

**TOTAL**                      **\$22,500.00**

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

**Parks, Recreation & Community Events 2017**  
**Kidsport - Richmond Chapter**

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

Funder 1 Name	Coast Capital Savings Credit Union Community Investment Fund	\$7,500
Funder 2 Name	BC Government	\$6,000
Funder 3 Name	Hamber Foundation	\$3,000
Amount Your Society will Provide:		<u>\$42,000.00</u>
Total Proposed Budget:		<u>\$112,000.00</u>

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$19,000

Recommendation:

Staff Comments /  
Conditions:





**Grant Application for 2017**

**Parks, Recreation & Community Events Program**

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

**Society:** Richmond Agricultural and Industrial Society

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

**Grant Request:** \$35,282

**Proposal Title:** 72nd Annual Steveston Salmon Festival

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

**Start Date (if applicable):** 7/1/2017      **End Date (if applicable):** 7/2/2017

**Number To Be Served:** 100000

**Richmond Residents:** 30000

**Grant Request Summary:**

Steveston Salmon Festival is Richmond's largest annual community event and "Canada's biggest little birthday party since 1945"; target groups: all members of the community and surrounding municipalities; community benefit: local/regional tourism; immeasurable economic benefits; celebration of Canadian pride; parade, children/youth festivals, cultural displays/demos; 2 stages, salmon bbq; food, craft, trade, art show etc. Additional funding is requested for 2017 as it is Canada's 150th!

**Richmond Services Received by Your Organization:**

facility use; staff support; in-kind services, equipment and supplies; value is immeasurable! :)

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$174,644.67	\$187,612.00
<b>Total Expenses:</b>	\$145,098.14	\$166,855.00
<b>Annual Surplus or (Deficit):</b>	\$29,546.53	\$20,757.00
<b>Accumulated Surplus or (Deficit):</b>	\$0.00	\$0.00

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

**Last Complete Year:**

Any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre; currently allocating funds towards the Steveston park playground improvements.

**Current Year:**

Any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre; continuing to build a fund for playground improvements. 2017 anticipate a number of extraordinary expenses for the Salmon Festival project due to our nation's 150th birthday celebration.

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

Any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre; continuing to build a fund for playground improvements. 2017 anticipate a number of extraordinary expenses for the Salmon Festival project due to our nation's 150th birthday celebration.

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

Year	Amount	Grant Program
2016	\$7,150	Parks, Rec and Community Events
2015	\$11,000	Parks, Rec and Community Events
2014	\$11,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$10,480.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$2,000.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$500.00
<b>Equipment</b>	\$7,902.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$0.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	\$14,400.00

security \$7,000; entertainment \$5000; advertising \$2400

**TOTAL** **\$35,282.00**

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

<b>Funder 1 Name</b>	Government of Canada, Department of Canadian Heritage	\$25,000
<b>Funder 2 Name</b>	Blundell Centre	\$5,000

**Parks, Recreation & Community Events 2017**  
**Richmond Agricultural and Industrial Society**

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<b>Funder 3 Name</b> United Rentals	<b>\$13,500</b>
<b>Amount Your Society will Provide:</b>	<b><u>\$67,268.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$164,150.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$7,150

**Recommendation:**

**Staff Comments / Conditions:**

**Society: Richmond Chinese Community Society****Grant Type: Over \$5000 Single Year****Grant Request: \$39,800****Proposal Title: Increasing Capacity for Bridging Cultures and Promoting Harmony in****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 25000****Richmond Residents: 22000****Grant Request Summary:**

Our grant proposal is to increase the capacity of Richmond Chinese Community Society to provide unique programs and services to the Richmond community. We are a Society with 27 years of experience and service to our community. We are unlike other community centres and societies in the community, in our purposes and capabilities to bridge Chinese and other community groups and cultures, and to promote community harmony and service. Thus, we were recognized by the Province of BC and the City of Richmond for Promoting Unity (2009) and received the Community Spirit Award from City of Richmond for outstanding contributions to intercultural diversity in the community (2005).

With the approval of this grant request, the Richmond Chinese Community Society will be able to increase its capacity to promote community harmony and service to more individuals and community groups in Richmond. Specifically, this grant will allow us to expand our staffing capacity so that we can serve more people in the community and increase promotions of our community partners, such as Richmond Cares Richmond Gives, Minoru Seniors Society, Richmond Family Place and Richmond Public Library, just to name a few. We will be able to extend the Seniors Learning English (English Corner) program by hiring a dedicated program assistant. Other staffing capacities are increased by consultant services so that only the services that we desperately and truly need are paid for. We will have more supplies and promotional materials at our community events. We went from having 20 volunteers last year, to 200 this year and this grant will help us pay for volunteer expenses and recognition. The grant will help pay for a small portion of our rent so that we can extend our services to the community, and the grant will also provide updated technology equipment such as computers, printers and TV monitors which will appeal to community members of all ages and backgrounds to visit the Society to utilize.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$350,411.00	\$295,556.00
Total Expenses:	\$348,655.00	\$290,622.00
Annual Surplus or (Deficit):	\$1,786.00	\$4,935.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

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

**Last Complete Year:**

Very little surplus of \$1,786 from last year is not enough to cover the annual inflation rate for the office expenses.

**Current Year:**

N/A

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

N/A

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

Year	Amount	Grant Program
2016	\$1,800	Parks, Rec and Community Events
2014	\$3,000	Parks, Rec and Community Events
2013	\$3,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$12,000.00
Consultant Services	\$2,000.00
Volunteer Support (e.g. expenses, recognition)	\$9,800.00
Office Rent or Mortgage	\$3,000.00
Utilities and Telephone	\$0.00
Supplies	\$3,000.00
Equipment	\$8,500.00
Photocopying	\$500.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	\$0.00

**Parks, Recreation & Community Events 2017**  
**Richmond Chinese Community Society**

**TOTAL** **\$39,800.00**

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

<b>Funder 1 Name</b>	<b>Provincial Government Community Gaming Fund</b>	<b>\$8,000</b>
<b>Funder 2 Name</b>	<b>Services Canada Summer Job Program</b>	<b>\$11,000</b>
<b>Funder 3 Name</b>		

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

**Total Proposed Budget:** **\$58,800.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$1,800

**Recommendation:**

**Staff Comments / Conditions:**

**Grant Application for 2017****Parks, Recreation & Community Events Program**

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

**Society: Richmond City Centre Community Association****Grant Type: Over \$5000 Single Year****Grant Request: \$17,395.6****Proposal Title: Asset Development for Children in Central Richmond****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 800****Richmond Residents: 800****Grant Request Summary:**

To operate community based Asset Development Programs for high need and at-risk children who attend Richmond City Centre inner-city Elementary schools: Anderson and Cook. The program will focus on developing social interactions between the children and staff while incorporating elements of physical literacy training. As snack is provided to the children, we will emphasize the importance of healthy choices when eating.

These are children, from kindergarten to grade 7, who would be on their own with inadequate care and supervision on the schools early dismissal school days and after school hours. This Asset Development Program (Friday Fun early dismissal program) will seek support and work in partnership with the schools. This program is based on an earlier successful pilot project which showed the effectiveness and positive benefits of this type of Asset Development in inner-city school children.

In addition to these early dismissal programs, City Centre Community Centre would expand programs to General Currie Elementary School based on physical literacy initiatives: introducing children to fundamental movement skills that will contribute to healthy active lifestyles starting at a young age.

**Richmond Services Received by Your Organization:**

Photo copying for promotional materials (approximately \$150) and attendant staff for registration.

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

**Parks, Recreation & Community Events 2017**  
**Richmond City Centre Community Association**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$842,837.60	\$843,052.66
Total Expenses:	\$894,878.25	\$887,891.38
Annual Surplus or (Deficit):	(\$52,040.65)	(\$44,838.72)
Accumulated Surplus or (Deficit):	\$101,260.35	\$0.00

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

**Last Complete Year:**

The deficit was due to startup expenses at the new City Centre facility as well as the increase in program and service offerings.

**Current Year:**

As City Centre moves into its second year in the new facility, it will continue to offer a number of new programs and services. Because of this we see a deficit in our second year of operation. These budget numbers reflect a realistic assessment of revenue and expenses for the upcoming fiscal year. New staff positions as a result of these expanded services.

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

The accumulated surplus has been built and retained over the years of operations. The surplus will be used for implementing new programs to serve the broader City Centre Community. Also, we have hired a new Community Development Coordinator and increased the hours for our Older Adults Coordinator.

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

Year	Amount	Grant Program
2016	\$6,500	Parks, Rec and Community Events
2015	\$10,500	Parks, Rec and Community Events
2014	\$10,500	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$15,195.60
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$200.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00



**Parks, Recreation & Community Events 2017**  
**Richmond City Centre Community Association**

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

Supplies	\$1,500.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$17,395.60</u></b>

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

Funder 1 Name

Funder 2 Name

Funder 3 Name

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

**Total Proposed Budget:** **\$17,395.60**

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

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

**Society: Richmond Fitness and Wellness Association****Grant Type: Over \$5000 Single Year****Grant Request: \$16,500****Proposal Title: Walk Richmond Program****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 3000****Richmond Residents: 3000****Grant Request Summary:**

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

1. Continuing to coordinate and enhance the well-established, free, drop-in Walk Richmond program;
2. Building community capacity through supporting the development of sustainable and independent walking opportunities with less-connected populations in Richmond through community outreach efforts;
3. Fostering partnerships with key community stakeholders in order to decrease the barriers to participation in walks through strategies based on the social determinants of health.

**Richmond Services Received by Your Organization:**

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

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$19,192.00	\$18,350.00
<b>Total Expenses:</b>	\$24,990.00	\$24,100.00
<b>Annual Surplus or (Deficit):</b>	(\$5,798.00)	(\$5,750.00)
<b>Accumulated Surplus or (Deficit):</b>	\$0.00	\$0.00

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

**Last Complete Year:**

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

**Current Year:**

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

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

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

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

Year	Amount	Grant Program
2016	\$11,000	Parks, Rec and Community Events
2015	\$10,000	Parks, Rec and Community Events
2014	\$8,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$0.00
<b>Consultant Services</b>	\$13,500.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$1,000.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$500.00
<b>Equipment</b>	\$500.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$1,000.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	\$0.00
<b>TOTAL</b>	<b><u>\$16,500.00</u></b>

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

Funder 1 Name

Funder 2 Name

Funder 3 Name

**Amount Your Society will Provide:** \$16,500.00  
**Total Proposed Budget:** \$33,000.00

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$11,000

**Recommendation:**

**Staff Comments / Conditions:**



**Grant Application for 2017**

**Parks, Recreation & Community Events Program**

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

**Society:** Richmond Food Security Society

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

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

**Proposal Title:** Building a Food Secure Richmond

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 3420

**Richmond Residents:** 3420

**Grant Request Summary:**

Richmond Food Security Society is growing a robust local food system through education, advocacy, and initiatives aimed at fighting hunger and increasing local food production, and are requesting core funds to continue this work. In order to do this, we run five ongoing community programs, produce resources, and organize workshops and events.

Our Community Programs include:

Community Gardens, with over 320 plots at nine sites

Seed Library, where we provide free seeds and resources

Fruit Recovery, where we pick fruit that may go to waste and deliver it to the food bank

Stir It Up Youth Community Kitchen, providing healthy foods and food skills to low-asset youth

Get Rooted Youth Leadership program, training youth to be food security leaders

Since 2009, we have produced the Local Food Guide, a map to Richmond's farmers, and

hosted the Seedy Saturday and World Food Day events.

In 2016, we completed an Intercultural Food Security Study, Food Hub Discussion Paper, contributed to a Healthy Food Retail study, and conducted community based research into best practices and tangible solutions to address theft in the Community Gardens.

In November 2016, we are engaging in an externally facilitated strategic planning process, supported by a food policy expert, to clarify our next steps in addressing food security in Richmond. We are assessing the recently completed research projects to help determine our priorities. For example, our Intercultural Food Security Study highlighted the need that was already identified in the OCP to develop a Food Strategy for Richmond that fully represents the cultural diversity of Richmond residents. With the newly endorsed Richmond Food Charter, we are also working with Parks staff, VCH, and other community partners to identify the best collaborative model to ensure we take action on the values outlined in the Charter. Core funding through the City of Richmond will allow us to bring food to the forefront, for our farmers, residents, a

**Richmond Services Received by Your Organization:**

We receive office space from the City of Richmond, currently at the Buemann House in Terra Nova. We are soon moving our office to Paulik Park, where we will be able to add to our staff team in order to enhance and meet increased demand for our programs.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$168,311.00	\$189,302.00
<b>Total Expenses:</b>	\$165,065.00	\$180,374.00
<b>Annual Surplus or (Deficit):</b>	\$5,245.00	\$8,948.00
<b>Accumulated Surplus or (Deficit):</b>	\$341.83	\$9,289.83

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

**Last Complete Year:**

For the 2015/2016 fiscal year, we budgeted \$168,311 in revenues and \$165,065 in expenses with a projected surplus of \$5245. Unfortunately we were unable to meet that

goal due to significant turnover in the organization. We ended the year with revenues of \$133,832 and expenses of \$136,208 as per the attached statement of Income and Expense, resulting in an annual deficit of \$2376.

We ended the 2015/2016 fiscal year with \$66,007 in assets, most of which was deferred grants for the 2016/2017 fiscal year. This brought our accumulated surplus to \$341.83 in unrestricted equity.

**Current Year:**

With a strong board of directors, including several chartered accountants, and an established Executive Director, we are on track for significant financial growth and stability in the 2016/2017 fiscal year. We are projecting revenues of \$189,302 and expenses of \$180,173 for a projected surplus of \$8948. At just over halfway through our fiscal year are well on track towards these targets.

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

We are working hard to build an unrestricted financial surplus to ensure we can respond quickly to community need, financial and operational challenges, and to do work that is harder to fund such as our work on the Richmond Food Charter and long term food systems change. We have successfully run a fundraising event for two years now (the Richmond Eats Local Eating Challenge) which both furthers our mission and increases organizational stability. We intend to continue to pursue funds to support and enhance our core programs, including the Richmond Community Gardens, and to build financial security for the organization in the form of unrestricted funds.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2016	\$5,166	Health, Social & Safety
2015	\$5,050	Health, Social & Safety
2014	\$5,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$10,000.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$500.00
<b>Office Rent or Mortgage</b>	\$0.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$1,500.00
<b>Equipment</b>	\$1,000.00

**Parks, Recreation & Community Events 2017****Over \$5000****Single Year****Richmond Food Security Society****Summary Page 4**

Photocopying	\$500.00
Program Materials	\$1,000.00
Local Travel	\$500.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$15,000.00</u></b>

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

Funder 1 Name	Vancouver Coastal Health	\$37,676
Funder 2 Name	BC Gaming	\$30,000
Funder 3 Name	Heritage Canada: Canada 150 Fund	\$30,000

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

**Total Proposed Budget:** **\$205,000.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$9,800

**Recommendation:**

**Staff Comments / Conditions:**





- \$28,368 – 40% salary contribution for Doors Open Richmond Chair
- \$11,238 – salary contribution for auxiliary support staff
- \$3,960 - 5% annual salary of Richmond Museum’s Curator of Collections
- \$3,028 – salary contribution of Production and Communication staff

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$80,138.00	\$100,928.00
<b>Total Expenses:</b>	\$83,382.00	\$85,254.00
<b>Annual Surplus or (Deficit):</b>	(\$3,244.00)	\$15,674.00
<b>Accumulated Surplus or (Deficit):</b>	\$57,410.00	\$60,940.00

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

**Last Complete Year:**

Annual deficit was anticipated and covered with surplus funds from previous years or funds from investments. 2014 current restricted (deferred) revenue - \$18,500 allocated across the following projects: \$10,000 for the Richmond Museum website; \$3,500 for doors Open Richmond; \$3,000 for heritage Fair and \$2,000 for Tsawassen First Nations Kit (carried over into coming years.)

**Current Year:**

2015: Remainder of Accumulate surplus is cash and investments for future fundraising plans except for the restricted (deferred) revenue of \$7,000 which are restricted funds as listed above for dedicated programs including Heritage Fair, RMS Website development, Tsawassen First Nations Kit and Doors Open Richmond.

NB: In 2016 Accounting practises are changing so that there will be less restricted funds in the future and events will run either a slight surplus or deficit which will be covered by the society's investments.

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

2015: Remainder of Accumulate surplus is cash and investments for future fundraising plans except for the restricted (deferred) revenue of \$7000 which are restricted funds as listed above for dedicated programs including Doors Open Richmond.

2016: Remainder of accumulate surplus is cash and investments for future fundraising plans except for \$12,000 which are restricted funds for dedicated programs in 2016

including Doors Open Richmond.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2016	\$1,500.00	Parks, Rec and Community Events
2015	\$1,500.00	Parks, Rec and Community Events
2014	\$1,500.00	Parks, Rec and Community Events

**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>	\$1,000.00
<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>	\$1,000.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	3000.00

\$1,000 towards local artist and musician fees, and supplies for opening event.

\$2,000 towards promotional expenses of Doors Open Richmond, including boosting FaceBook posts and advertising in local English and Chinese language newspapers

**TOTAL**      **\$5,000.00**

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

<b>Funder 1 Name</b>	Heritage Canada - BCAH Grant	<b>Amount</b>	<b>\$3,600.00</b>
<b>Funder 2 Name</b>	Private and City Organization Related Sponsorship	<b>Amount</b>	<b>5000.00</b>
<b>Funder 3 Name</b>	Richmond Museum Society	<b>Amount</b>	<b>5600.00</b>

**Amount Your Society will Provide:**      **\$5,600.00**

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

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

**Staff Comments /  
Conditions:**



**Grant Application for 2017**

**Parks, Recreation & Community Events Program**

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

**Society:** Sea Island Community Association

**Grant Type:** \$5,000 or Less Multi Year - Year 1

**Grant Request:** \$1,000

**Proposal Title:** Burkeville Days 2016

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 1000

**Richmond Residents:** 1000

**Grant Request Summary:**

This grant will be used to offset expenses such as bouncy castle-type activities and entertainment.

**Richmond Services Received by Your Organization:**

We currently have City Staff personnel who work on this event as well as parks department services such as garbage removal.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$86,150.54	\$6,183.57
<b>Total Expenses:</b>	\$76,845.63	\$3,938.48
<b>Annual Surplus or (Deficit):</b>	\$9,304.91	\$2,245.09
<b>Accumulated Surplus or (Deficit):</b>	\$53,067.99	\$55,313.08

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

**Last Complete Year:**

Our Association had a surplus in 205/16 as a result of increased registration and new program offerings in conjunction with careful spending.

**Current Year:**

There are many expenses yet to be paid as we are only in third month of our new fiscal year. Any remaining surplus will be used to fund those program areas which do not produce a surplus such as Youth and Seniors programs.

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

In over forty years of providing programs, the Sea Island Community Association has

**Parks, Recreation & Community Events 2017**  
**Sea Island Community Association**

**\$5,000 or Less Multi Year - Year 1**  
**Summary Page 2**

retained a surplus of just over \$50,000, These funds will be used in the event of a less successful year, or to continue to offer programs and services which do not produce a surplus.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2016	\$750	Parks, Rec and Community Events
2015	\$750	Parks, Rec and Community Events
2014	\$500	Parks, Rec and Community Events

**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>	\$1,000.00
<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>\$1,000.00</u></b>

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

<b>Funder 1 Name</b> Vancouver International Airport (YVR)	<b>\$3,000</b>
<b>Funder 2 Name</b>	
<b>Funder 3 Name</b>	

<b>Amount Your Society will Provide:</b>	<b><u>\$2,500.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$6,500.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$750

**Recommendation:**

Recommended for single year funding. Not eligible for multi-year funding, as the applicant has not received a City Grant for a minimum of the five most recent consecutive years for the same purpose.

**Staff Comments /  
Conditions:**

None





**Parks, Recreation & Community Events 2017**  
**Sharing Farm Society**

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

Annual Surplus or (Deficit):	\$2,144.00	(\$2,051.00)
Accumulated Surplus or (Deficit):	\$22,008.00	\$15,000.00

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

**Last Complete Year:**

Basically break even. Surplus is less than 1% of revenues.

**Current Year:**

We anticipate to complete the year close to break even.

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

2015 included some deferred grant funds, received at the end of 2015 for 2016 programs.

2016 is a guess, mostly equipment and other assets.

Higher revenues/expenditures in 2015 vs. 2016 reflect a number of flow-throughs, like Maty's Barn and Faerie Play.

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

Year	Amount	Grant Program
2016	\$18,000	Parks, Rec and Community Events
2015	\$16,000	Parks, Rec and Community Events
2014	\$6,500	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$25,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$5,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$30,000.00</u></b>

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

**Parks, Recreation & Community Events 2017**  
**Sharing Farm Society**

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

Funder 1 Name	United Way of the Lower Mainland	\$14,500
Funder 2 Name	New Horizons	\$10,500
Funder 3 Name	Gaming	\$12,000
<b>Amount Your Society will Provide:</b>		<b><u>\$92,000.00</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$217,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$18,000

**Recommendation:**

**Staff Comments / Conditions:**

**Multi-Year Grant Application for 2017  
Parks, Recreation & Community Events Program**

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

**Society: Steveston Community Society - Richmond Summer Project****Grant Type: Over \$5000 Multi Year - Year 3****Grant Request: \$50,000****Proposal Title: Richmond Summer Project****Number Served: Richmond Residents:****Grant Request Summary:**

Funds contribute to the overall organization and coordinating abilities of the Richmond Summer Project 2017. Grant monies ensure the Richmond Summer Project is able to play a central and coordinating role in assisting City of Richmond partners provide equitable summer daycamp programs and services to City of Richmond residents. Funds would be distributed between 13 facilities citywide. The City Grant enables low or no cost services to be offered to Richmond residents by offsetting staff salaries, roving support leaders, general program expenses, and training expenses for staff and volunteers.

One key component of funds from the City Grant is to hire "Roving Support Leaders." These staff members, paid by the Richmond Summer Project, provide 1 week of support to children who otherwise might not be able to safely and successfully participate in summer daycamps and who are not eligible for Ministry funding. This is an integral aspect of the Richmond Summer Project as it provides the opportunity for Richmond families requiring additional support equitable access to any City of Richmond summer daycamp program, as the Roving Support Leader is funded by the Richmond Summer Project rather than one specific centre.

In 2016, 286 staff and volunteers attended City-Wide training the weekend of June 18, 2016. A well-organized, informative and inspiring training day ensures that a consistent message of City initiatives, such as Move for Health, Physical Literacy and Inclusion, are provided to all summer staff and volunteers across Richmond. This training also ensures staff and volunteers have at least 20 hours of relevant training, in order to meet childcare licensing standards. Further, the training provides the opportunity to build cohesion among staff and volunteers – an important component to providing safe, creative and joyful summer daycamp experiences for Richmond children.

Steveston Community Society is submitting the grant application for Summer 2017 on behalf of

**Changes that will impact grant use:**

Richmond Summer Project requests \$50,000 in order to increase our city-wide availability of Roving Support Leaders. In summer 2016, the Richmond Summer Project was only able to fund 1 Roving Support Leader, who supported 9 different children throughout the summer. Children receiving Roving Support are eligible for 1 week of support each summer. The Roving Support Leader worked 35 hours per week for 9 weeks for a total of 315 hours through the summer.

With increased support from the grant, the Richmond Summer Project could hire a second Roving Support Leader, as was funded in summer 2015, enabling the Richmond Summer Project to support 18 children through the summer rather than 9. This is an increase of 315 hours through the summer, for a total of 630 hours of Roving Support. If the Richmond Summer Project was funded to provide 945 hours of Roving Support through the summer, this would enable 27 Richmond children who might not otherwise be able to access summer daycamps, the opportunity to participate in a meaningful and inclusive way.

Roving Support Leaders are a key component to the Richmond Summer Project being able to continue to offer equitable and inclusive city-wide summer programming.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$191,055.09	\$212,397.53
<b>Total Expenses:</b>	\$207,236.57	\$236,960.31
<b>Annual Surplus or (Deficit):</b>	(\$16,141.48)	(\$24,562.78)
<b>Accumulated Surplus or (Deficit):</b>	\$4,150.35	(\$22,400.84)

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

**Last Complete Year:**

The Richmond Summer Project continues to research and purchase equipment for children's summer programs and events that can be utilized Citywide. The Richmond Summer Project will also continue to support our partners with Children's Outreach

opportunities in their community.

**Current Year:**

Numbers shown are complete to Oct 31/16 and our fiscal year is Dec 31/16.

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

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

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2016	\$30,000	Parks, Rec and Community Events
2015	\$32,000	Parks, Rec and Community Events
2014	\$40,000	Parks, Rec and Community Events

**GRANT RECOMMENDATIONS**

**Recommended Amount:**            \$27,500

**Recommendation:**    Recommended for year 3 of multi-year funding.

**Staff Comments / Conditions:**    The Grant Review Committee recommends that the grant be allocated to fund the three roving leaders and the administrator as per the grant application.

**Grant Application Summary for 2017  
Parks, Recreation & Community Events Program**

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

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**Society:** Thompson Community Association  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Community Picnic  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** July 8, 2017      **End Date (if applicable):**  
**Number To Be Served:** 800  
**Richmond Residents:** 760

**Grant Request Summary:**

We will reach primarily Richmond residents. The event will include a mixture of local talent and or roving entertainment, community organization booths, celebrating Canada's 150th.

We have been hosting this event for many years, and our intent is to offer a signature event in the second week of July for people of all ages that is free, family friendly, and fosters a sense of community spirit.

Our event will include a community art project in conjunction with our Artist in Residence, an Artisan Market section supporting community businesses (local food/produce/crafts/photography), booths consisting of our community partners, dance and or Taekwondo demonstrations, old fashioned picnic games (sack race, watermelon eating contest, ring toss), and a healthy food option giveaway (in the past we have provided free hot dogs). We are seeking to make our event sustainable utilizing the City's sustainable event guide.

Our funding request is to supplement the cost of entertainment and the wage for our Event Coordinator.

**Richmond Services Received by Your Organization:**

**Parks, Recreation & Community Events 2017**  
**Thompson Community Association**

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

N/A

**FINANCIAL INFORMATION**

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$1,426,678.00	\$1,357,712.28
Total Expenses:	\$1,029,004.00	\$1,357,200.38
Annual Surplus or (Deficit):	\$120.88	\$512.43
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

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

Last Complete Year:

120.88

Current Year:

512.43

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

unexpected revenue costs.

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

Year	Amount	Grant Program
2015	\$10,000.00	Child Care Capital
2015	\$8,000.00	Child Care Capital
2014	\$500.00	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$1,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$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

**Parks, Recreation & Community Events 2017  
Thompson Community Association**

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

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Other	3500.00
<input type="text" value="Entertainment"/>	
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

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

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

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

Total Proposed Budget: **\$10,000.00**

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$0

Recommendation:

Staff Comments /  
Conditions:





**Richmond Services Received by Your Organization:**

Iona Island Bird Observatory is located at Iona Beach Regional Park, Richmond. The bird observatory is a 12 x 8 ft prefabricated shed which we funded. There is no monetary value exchanged for the use of the park.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$136,013.25	\$56,292.08
<b>Total Expenses:</b>	\$79,647.25	\$47,068.02
<b>Annual Surplus or (Deficit):</b>	\$56,366.00	\$9,224.06
<b>Accumulated Surplus or (Deficit):</b>	\$27,537.20	\$83,903.20

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

**Last Complete Year:**

In 2015, WildResearch started a foundation with an initial donation to the WildReserch Foundation, through the Vancouver Foundation, of \$30,000.00. Additionally, we were able to acquire over \$30,000.00 more in program based grant funding.

**Current Year:**

In 2016, our annual surplus dropped. Our Pelagic Seabirding Fundraising event, worth \$15,000 to \$20,000, did not happen.

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

Much of the surplus is tied up in the WildResearch Foundation (\$35,000). Further, there is ~ \$17,000 still available from funds received from the Sitka foundation, the City of Richmond, and other smaller grants which still needs to be spent to facilitate the 2016 Winter Monitoring and 2017 Spring Migration Monitoring, and supplies.

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

Year	Amount	Grant Program
2016	\$5,000.00	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$3,838.00
<b>Consultant Services</b>	\$1,150.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$0.00

**Parks, Recreation & Community Events 2017**  
**WildResearch Society**

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

Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	1.00

The cost of materials (supplies) is incorporated in to the estimate. The estimate is based off of quotes from three reputable roofers located in the lower mainland, found throught he Better Buisness Bureau website

**TOTAL** **\$4,989.00**

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

Funder 1 Name	Sitka Foundation	Amount	\$20,000
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

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

Total Proposed Budget: **\$4,989.00**

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$0

Recommendation:

Staff Comments /  
Conditions:

**2017 Parks, Recreation and Community Events Grants – Application Scoring Criteria**

<i>Scoring</i>		
<input type="checkbox"/> <span style="margin-left: 150px;"><input type="checkbox"/></span> <i>No</i> <span style="margin-left: 150px;"><i>Yes</i></span>		
<b>Eligibility</b>		
1	The applicant is a non-profit society and its Board of Directors approved the grant application.	
2	The applicant is requesting a grant for: <ul style="list-style-type: none"> <li>• operating assistance;</li> <li>• a community service program or project for Richmond residents; or</li> <li>• a neighbourhood or community-based event for Richmond residents.</li> </ul>	
3	The applicant has not received another grant from the City this year for the proposed project or service.	
4	If the applicant received a grant last year, it <ul style="list-style-type: none"> <li>• submitted a grant use report; and</li> <li>• used the full grant amount for the stated purpose or returned the remaining funds to the City.</li> </ul>	
5	If the applicant applied for multi-year grant, the current application is for the same purpose as previous years.	

<i>Scoring</i>									
<input type="checkbox"/>	←—————→								
0	1	2	3	4	5	6	7	8	9
<i>No Answer</i>	<i>Strongly Disagree</i>		<i>Somewhat Disagree</i>		<i>Neutral</i>		<i>Somewhat Agree</i>		<i>Strongly Agree</i>
<b>Applicant</b>									
6	The applicant has a reputation for: <ul style="list-style-type: none"> <li>• high quality;</li> <li>• credible;</li> <li>• efficient;</li> <li>• effective; and</li> <li>• stable;</li> </ul> operations and programs (e.g. accreditation, licenses).								
7	The applicant demonstrates efficiency and effectiveness.								
8	The applicant has sufficient organizational capacity to deliver the proposed project or service.								
9	The applicant is self-sufficient and does not rely largely on City funding, assistance, programs or services for its operations.								

<b>Impact on Community and Engagement</b>		
10	The grant will be used to improve quality of life for Richmond residents, build community or improve the applicant's organizational capacity.	
11	The proposed project or service: <ul style="list-style-type: none"> <li>• is inclusive; and</li> <li>• will reach a large number of Richmond residents or a vulnerable population.</li> </ul>	
12	Primarily Richmond residents will be served.	
13	There is a demonstrated community need for the proposed project or service.	
14	The proposed project or service is unique (a similar project or service is not currently offered).	
15	The proposed project or service will engage a large number of volunteers.	
16	Partnerships and/or collaborative relationships with other organizations have been established.	

<b>Financials</b>		
17	The applicant submitted: <ul style="list-style-type: none"> <li>• financial statements;</li> <li>• an operating budget for the current fiscal year; and</li> <li>• a budget for the proposed project or service.</li> </ul>	
18	The applicant has sought funding from sources other than the City for the proposed project or service.	
19	The applicant requires financial assistance to implement the proposed project or service.	
20	The applicant is working towards not being dependent on City funding or assistance for the project or service.	
21	The budget is reasonable and realistic for the proposed project or service.	
22	The applicant applied the "user pay" principle where appropriate.	

<b>Quality of Application</b>		
23	The application is complete and provides detailed explanations.	
24	Information is presented in a clear, coherent and convincing manner.	