



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 15, 2014

From: Mike Redpath
Senior Manager, Parks

File: 03-1085-01/2013-Vol
01

Serena Lusk
Senior Manager, Recreation and Sport Services

Re: 2014 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 \$99,250 as identified in Attachment 1 of the report, 2014 Parks, Recreation and Community Events City Grants dated January 15, 2014, from the Senior Manager, Parks and the Senior Manager, Recreation and Sport Services.
2. Richmond Summer Programs be recommended for the third year of a three-year funding cycle.
3. Hamilton Community Association be recommended for the first year of a three-year funding cycle based on Council approval of each subsequent year of funding.

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

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Finance Division	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER <i>As noted for City Council</i>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: <i>MR</i>	APPROVED BY CAO

Staff Report

Origin

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

The City Grant Policy and programs support the following Council Term Goal 2.

Community Social Services:

To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.

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

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

Findings of Fact

1. 2014 Parks, Recreation and Community Events Grant Budget

The 2014 Parks, Recreation and Community Events Grant budget is \$100,489. This includes a 2% cost of living increase over the 2013 budget as per the City Grant Policy.

2. Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond Review and on the City website in October and November 2013 advising the community that applications were being accepted for 2014 City Grant Programs until November 22, 2013. It also notified the community that a Web-based Application System had been created to provide an integrated, user-friendly, efficient and effective on-line system for applicants. A link to the City website was provided for further information and to access the system. A Grant Application User Guide and Parks, Recreation and Community Events (PRCE) Program Guidelines were also posted on the City website. Previous award applicants were also notified directly that the program was open for 2014 award submissions.

In the PRCE category, a total of 17 applications were received for a total request of \$257,997. A table outlining requests and recommended 2014 allocations is provided in Attachment 1. Grant Application Summary Sheets, generated from applicant information provided in the web-based system are found in Attachment 2, as well as staff recommendations and comments.

As indicated in the PRCE Grant Program guidelines, all proposals must demonstrate that primarily Richmond residents will be served to be considered eligible. While some applicants serve wider geographic areas, all requests were to support operations and programs serving primarily Richmond residents.

3. Late Applications

No applications were received after the November 22, 2013 deadline. The City Grant Policy indicates that late applications will not be accepted, and the new online grants software system ‘closes’ the ability to apply after the deadline.

4. New Applications

One new application was received in the Parks, Recreation and Community Events Category from the Richmond Schoolyard Society.

5. Application Review Process

A PRCE Grant Review Committee consisting of staff from the Community Services Department reviewed the 2014 applications. Recommended allocations were determined by committee rather than individual reviewers.

Analysis

1. Parks, Recreation and Community Events Grant Application Information 2012 – 2014

Table 1: Number of applications, allocations and recommendations

Previous Applications, Allocations (2012/13) and Recommendations (2014)*			
	2012	2013	2014
Total number of applications	11	16	17
New applicants	1	1	1
Late applications	0	0	0
Grants denied (did not meet criteria)	0	2	2
Partial amount of request recommended	8	13	15
Full amount of request recommended	3	1	0
Minor request (\$5,000 or less)	4	9	7
Total amount requested	\$94,765	\$194,860	\$259,972
Total budget	\$96,587	\$98,519	\$100,489
Total PRCE allocated	\$94,765	\$98,500	TBD

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

Financial Impact

All applicants are recommended for partial funding. Principal reasons for partial funding are:

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

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

- Programs previously funded by other levels of government;
- Funding responsibility lies in other jurisdictions;
- Other funding partners have not been sought;
- Insufficient community benefit demonstrated;
- Lack of partnerships;
- Duplication of service;
- Uncommitted, substantial surplus;
- Fee-based (user pay) budget should be used;
- City provides other forms of support to the organization; and
- Quality, including completeness, of the application.

In 2014, it is recommended that two grant applications be denied. The Richmond Nature Park Society submitted an application for an ineligible type of expense – a capital expense for playground development. This organization has been referred to the Parks Department for further discussions about opportunities and phasing for future playground development.

Steveston Community Society applied for a grant for operating expenses. As the City and the Society have an existing operating agreement, it is more appropriate for this agreement to be addressed rather than awarding a grant for this purpose.

The 2014 Parks, Recreation and Community Events Grants budget is \$100,489.00. A total of \$99,250.00 is recommended for disbursement (Attachment 1).

1. Minor/Major Grant Requests

In response to stakeholder requests to make application requirements less onerous for those seeking smaller grants, two streams of applications have been established; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. If applying for a minor grant, applicants are required to complete fewer sections of the application, plus provide required documentation and signatures. The full application form is required for major grants or three-year funding cycle requests.

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

- East Richmond Community Association
- Thompson Community Association
- Gulf of Georgia Cannery Society
- Richmond Museum Society
- Sea Island Community Association
- Hamilton Community Association
- The Kehila Society

2. Multi-Year Funding Request

As part of the City Grant Policy adopted in 2011, applicants receiving City Grants for a minimum of the five most recent consecutive years, for the same purpose, have the option of applying for a maximum three-year funding cycle. Grants are thereby recommended, rather than assured, for three-year cycles; Council reviews recommendations to fund each subsequent year of a cycle. In the first year of a cycle, the full application form is required. For the following two years, fewer questions must be completed, plus required documents and signatures attached.

In 2012, the Richmond Summer Program (subsidy for summer programs for needy children and families) was approved for the first year of a three-year funding cycle. It was again approved for funding in year in 2013. It is recommended that this project be approved for year 3 of this funding in 2014.

Three organizations – Sea Island Community Association, Hamilton Community Association and the Richmond Agricultural and Industrial Society – each applied for multi-year funding in 2014. Only the Hamilton Community Association meets the criteria of receiving funding in each of the five previous years.

It is recommended that the Hamilton Community Association be approved for year 1 of a multi-year funding cycle.

3. On-line Application System

In adopting the City Grant Policy 3712 in 2011, Council also requested that:

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

The Web-based City Grant Application system was launched in September, 2013 to receive on-line applications for 2014 City Grant Programs (Arts & Culture; Child Care; Health, Social & Safety; and Parks, Recreation & Community Events). Prior to launch, the system was tested by

community groups that had previously received City Grants; response was positive, and several revisions were made based on user feedback.

The first year of implementation is still a stage in the final development of the system, knowing that refinements would be necessary after the initial year, based on both applicant and administrator experience. For the 2014 Grant Programs, Information Technology (IT) staff were available to assist applicants with any web-based challenges they encountered. Some processes presenting difficulties were corrected as they arose, while others will be in place for the 2015 Grant Programs. The administrators' functions will also be fully developed for 2015.

Feedback was generally very positive, both for the IT staff support received and the web-based system itself. One applicant indicated that it was by far the best on-line application system he had experienced. Several others remarked that it was a considerable time-saver, and this aspect of the system will be more noteworthy for 2015 applications as applicant information will already be saved into the system, requiring updates only.

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 2014 Parks, Recreation and Community Events Grants be allocated as indicated (Attachment 1) for the benefit of Richmond residents.



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

Parks, Recreation and Community Events - Recommended Grant Allocations - 2014						
Applicant Name	2013 GRANT	2014 REQUEST	2014 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
East Richmond Community Association	\$1,000	\$1,500	\$500.00	Single Year	To support Summer Fun Nights 2014. Recommended award amount is consistent across events of similar size and community benefit.	1
Gulf of Georgia Cannery Society	\$1,000	\$3,500	\$500.00	Single Year	To support Best Catch Sustainable Seafood Festival. Recommended award amount is consistent across events of similar size and community benefit.	4
Hamilton Community Association	\$1,000	\$1,500	\$500.00	Multi Year - Year 1	To support Hamilton Night Out event. Recommended award amount is consistent across events of similar size and community benefit.	7
Kidsport - Richmond Chapter	\$9,700	\$15,000	\$10,500.00	Single Year	To support grants to sport organizations for registrations for needy children and families.	10
Richmond Agricultural and Industrial Society	\$11,000	\$15,670	\$11,000.00	Single Year	To support the Salmon Festival and Steveston Farmer's and Artisan's Market events.	13
Richmond Chinese Community Society	\$3,000	\$33,900	\$3,000.00	Single Year	To support delivery of recreation programs to the Chinese Community.	16
Richmond City Centre Community Association	\$10,700	\$14,900	\$10,500.00	Single Year	To support delivery of asset development programs for Children in Central Richmond.	18
Richmond Fitness and Wellness Association	\$7,000	\$15,000	\$8,000.00	Single Year	Increase to support expanded programming. Additional partnerships are encouraged.	21
Richmond Museum Society	\$1,600	\$5,000	\$1,500.00	Single Year	To support the Doors Open 2014 event.	24
Richmond Nature Park Society	n/a	\$13,000	\$0.00	Single Year	Application for ineligible expense. Further discussion with the Parks Dept. Required regarding this request for a capital expense.	27
Richmond Schoolyard Society*	n/a	\$16,825	\$6,000.00	Single Year	To support operating expenses for healthy food programs for school-aged children in Richmond.	30
Sea Island Community Association	\$1,000	\$1,500	\$500.00	Single Year	To support Burkeville Daze event. Recommended award amount is consistent across events of similar size and community benefit.	33
Steveston Community Society	0	\$35,187	\$0.00	Single Year	To support operating expenses; No award is recommended as City and Society have existing operating agreement.	36
Steveston Community Society - Richmond Summer Project	\$50,000	\$50,000	\$40,000.00	Multi Year - Year 3	Summer Registration Subsidy for children and families in need; Reduction made in consultation with staff and will not affect subsidy levels.	38
The Kehila Society	\$500	\$2,975	\$250.00		To support annual Jewish Film Festival. Recommended reduction in award from 2013 in order to be consistent with other event-related award amounts.	40
The Sharing Farm Society	\$1,000	\$30,000	\$6,000.00	Single Year	To support the growing and distribution of food to the food bank and community meal programs.	42
The Thompson Community Association	n/a	\$4,515	\$500.00	Single Year	To support the Lantern Festival event. Recommended award amount is consistent across events of similar size and community benefit.	45
Totals	\$98,500	\$259,972	\$99,250			
Total Available		\$100,489	\$100,489			
Remaining		-\$159,483	-\$1,239			

* New Applicant



**Grant Application Summary for 2014
Parks, Recreation & Community Events Program**

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

Society: East Richmond Community Association

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

Grant Request: \$1,500

Proposal Title: Summer Fun Nights 2014

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

Start Date (if applicable): July 29, 2014 **End Date (if applicable):** August 19, 2014

Number To Be Served: 850

Richmond Residents: 700

Grant Request Summary:

The East Richmond Community Association (ERCA) will invite the community to its fifth annual Summer Fun Nights series in the Summer of 2014. The event series will run for four nights Tuesday, August 29, Friday, August 8, Tuesday, August 12 (Outdoor Movie Night), and Tuesday August 19. At these events guests will have a relaxing and fun summer experience that includes grassroots family activities and games, program demonstrations, community booths, fitness testings and participatory entertainment. One night is dedicated to showing a free outdoor movie. On this evening the community will come together to enjoy a g-rated film under a twinkling canopy of stars and discover new friendships. The Summer Fun Nights series is an entertaining and easy-going event series where community members can connect in an activity-filled outdoor environment.

Our Summer Fun Nights series is an excellent example of the community celebrating the many people that make up this diverse neighbourhood. This event provides the community with the opportunity to learn more about their Community Centre and how they can become involved within their community. An affordable and inclusive event, it is attended by a broad cross-section of Richmond residents though the majority will be from East Richmond. It provides a fun, interactive, social and educational experience. Summer Fun Nights promotes partnerships with businesses in East Richmond and strengthens the partnership between ERCA and Cambie Secondary, whose Recreation Leadership group regularly volunteer their time to organize and run the games and activities. These youth will build on their developmental assets through teamwork, constructive use of time, planning and decision making.

Richmond Services Received by Your Organization:

Subsidized space, heat and light, Community Centre staffing, maintenance on a percentage basis w/City of Richmond and Richmond School District. Estimated value \$728,500.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$867,872.00	\$904,054.00
Total Expenses:	\$827,416.00	\$890,034.00
Annual Surplus or (Deficit):	\$40,456.00	\$14,020.00
Accumulated Surplus or (Deficit):	\$101,432.00	\$115,452.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Program registration increased over what was projected.

Current Year:

A decrease in expenses over what was projected with an increase in registration in some areas.

Explanation for Accumulated Surplus or (Deficit):

For projects and community initiatives in progress

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5,723.1999 ooooooooo	Child Care Capital
2013	\$1,000	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)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$610.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	4320.00

Fees (SOCAN, Re:sound,insurance) = \$640

Entertainment = \$750

Promotions = \$535

Movie = \$2395

TOTAL **\$6,630.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Coast Capital Savings	Amount	2000.00
Funder 2 Name	Richmond Funeral Home	Amount	600
Funder 3 Name	Popcorn Sales	Amount	175.00

Amount Your Society will Provide: **\$2,400.00**

Total Proposed Budget: **\$6,675.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$500

Recommendation:

Staff Comments /
Conditions:

None



**Grant Application Summary for 2014
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: \$3,500
Proposal Title: Best Catch Sustainable Seafood Festival
Grant Purpose: Community Service / Program / Event - One-time Activity
Start Date (if applicable): September 19, 2014 **End Date (if applicable):** September 21, 2014
Number To Be Served: 2500
Richmond Residents: 1800

Grant Request Summary:

Best Catch Sustainable Seafood Festival is one such event. This year the event will take place on Saturday, Sept. 20th and Sunday Set. 21st. It is free to the public and we anticipate an attendance of approximately 2500 people.

The event includes a variety of activities which fulfill our mission of preserving, presenting and promoting the history of the West Coast fishing industry. It features traditional aboriginal practices as well as new sustainable fishing technologies. It gives visitors a unique opportunity to learn about BC producers and empower these consumers to make more sustainable choices. Feature activities include:

- Mouth-watering seafood tastings made from a variety of BC seafood products
- Demonstrations on the preparation of seafood dishes by premier local chefs
- Personal interaction with a variety of seafood producers from the BC coast
- Engagement with organizations which teach about benefits of sustainable seafood practices
- *Interactive activities for all ages which teach about the importance of seafood and its conservation
- *Local musicians and performers

Richmond Services Received by Your Organization:

The City of Richmond provides some trash and recycling services at our site for a total annual value of \$300.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$889,620.00	\$927,000.00
Total Expenses:	\$724,561.00	\$926,140.00
Annual Surplus or (Deficit):	\$40,390.00	\$860.00
Accumulated Surplus or (Deficit):	\$310,820.00	\$285,000.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surpluses in the 2012 year are mainly attributed to increases in gift shop sales and in site rentals.

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

Surplus funds are allocated to future specific projects. Please refer to the 2012 statements for a list of restricted net assets.

Accumulated surplus for the 2013 year is projected and will be restricted to specific projects as in 2012.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$100.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00

Parks, Recreation & Community Events 2014
GULF OF GEORGIA CANNERY SOCIETY

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

Program Materials	\$100.00
Local Travel	\$0.00
Other	\$3,300.00

Event set-up and equipment rental - \$1500 (tent, a/v system, stage)

Food preparation - \$1500 (food testing, kitchen supplies, food)

Event signage - \$300

TOTAL **\$3,500.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name VanCity	Amount	\$2500.00
Funder 2 Name Building Community Through Arts and Heritage	Amount	\$4000.00
Funder 3 Name	Amount	\$0.00

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

Total Proposed Budget: **\$16,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$500

Recommendation: To support the Best Catch Sustainable Seafood Festival

Staff Comments / Conditions: None



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Hamilton Community Association

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

Grant Request: \$1,500

Proposal Title: Hamilton Night Out

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

Start Date (if applicable): 2014-06-27

End Date (if applicable): 2014-06-28

Number To Be Served: 500

Richmond Residents: 500

Grant Request Summary:

The grant will assist the Hamilton Community Association in putting on the Hamilton Night Out, which is the annual community special event. This one day event consists of entertainment, rides, games, exhibitors, community group demonstrations, fund raising booths, public safety service displays, volunteer opportunities, food booths, social interaction and the recognition of outstanding volunteers.

Richmond Services Received by Your Organization:

As with other community associations, the City of Richmond provides the Hamilton Community Association with office space, equipment and staffing.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$560,904.09	\$603,251.95
Total Expenses:	\$533,144.25	\$585,499.68
Annual Surplus or (Deficit):	\$27,759.84	\$17,752.27
Accumulated Surplus or (Deficit):	\$188,307.50	\$206,059.77

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Savings for future capital purchases.

Current Year:

Savings for future capital purchases.

Explanation for Accumulated Surplus or (Deficit):

Savings for future capital purchases.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$20,000	Child Care Capital
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Lafarge Cement	\$5,000
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<u>\$2,000.00</u>
Total Proposed Budget:	<u>\$8,500.00</u>

GRANT RECOMMENDATIONS

Recommended Amount: \$500

Recommendation:

To support Hamilton Night Out community event.
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Staff Comments /

Conditions:

None



**Grant Application for 2014
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: \$15,000
Proposal Title: KidSport™ Grant
Grant Purpose: Community Service / Program / Event - Ongoing

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

Number To Be Served: 250
Richmond Residents: 250

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 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 \$250/applicant/year may be granted, can be applied only to registration fees during the season the sport is in session. Grants are paid directly to the local sport organization and not the family or child.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$39,614.41	\$55,000.00
Total Expenses:	\$52,429.84	\$55,000.00
Annual Surplus or (Deficit):	(\$12,815.43)	\$0.00
Accumulated Surplus or (Deficit):	\$2,353.56	\$3,000.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

An accumulated surplus from 2011 was applied to 2012 to allow a disbursements without entering a deficit situation.

Current Year:

There is no surplus or deficit projected for 2013.

Explanation for Accumulated Surplus or (Deficit):

A small surplus is carried from year to year to cover with timing issues for cash flow.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$9,700	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$15,000.00

Provide partial sport registration fees for needy children to participate in community sports.

TOTAL **\$15,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Coast Capital Savings Credit Union Community Investment Fund	\$5,000
Funder 2 Name	BC Government	\$8,000
Funder 3 Name	Hyundai Hockey	\$3,750

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

Total Proposed Budget: **\$59,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$10,500

Recommendation:

To support grants to sport organizations for registrations for needy children and families.

Staff Comments /

Conditions:

Continued exploration of additional partnerships.



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Richmond Agricultural and Industrial Society
Grant Type: Over \$5000 Multi Year - Year 1
Grant Request: \$15,670
Proposal Title: Steveston Salmon Festival and Steveston Farmers & Artisans Market
Grant Purpose: Operating Assistance

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

Number To Be Served: 100000
Richmond Residents: 30000

Grant Request Summary:

1. Steveston Farmers & Artisans Market: operating assistance for on-going activity; target all members of the community and surrounding municipalities; community benefit: local/regional tourism, promote sustainable, local agriculture and arts, healthy food choices, economic stimulation for area merchants, community gathering place, community partnerships.
2. Steveston Salmon Festival: Richmond's largest annual community event; target groups: all members of the community and surrounding municipalities. community benefit: local/regional tourism; immeasurable economic benefits; celebration of Canadian pride; "Canada's biggest little birthday party since 1945"; Parade, children/youth festivals, cultural displays/demos; 2 stages, salmon bbq; food, craft, trade, art shows; carnival.

Richmond Services Received by Your Organization:

facility use; staff support; in-kind services, equipment and supplies

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$186,116.39	\$185,285.00
Total Expenses:	\$140,406.48	\$185,285.00
Annual Surplus or (Deficit):	\$45,709.91	\$0.00
Accumulated Surplus or (Deficit):	\$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

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
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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
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MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$11,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$6,860.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,920.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$600.00
Supplies	\$970.00
Equipment	\$3,320.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$1,500.00

\$1500 Security

TOTAL \$15,670.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name Government of Canada, Department of Canadian Heritage	\$5,000
Funder 2 Name River Rock Casino Resort	\$5,000
Funder 3 Name Blundell Centre (Conway Richmond)	\$5,000

Amount Your Society will Provide:	<u>\$139,115.00</u>
Total Proposed Budget:	<u>\$185,285.00</u>

GRANT RECOMMENDATIONS

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

Recommendation:

To support the Salmon Festival and Farmer's and Artisan's Market.

**Staff Comments /
Conditions:**

None



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Richmond Chinese Community Society

Grant Type: Over \$5000 Single Year

Grant Request: \$33,900

Proposal Title: Office Operating Assistance

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 6000

Richmond Residents: 5000

Grant Request Summary:

Our grant proposal is for helping our office operating assistance including programs and activities. We provide programs and activities to Richmond residents, service groups and organizations and to help building a strong and healthy community. Our programs and services welcome everyone from different ethnic backgrounds. Our leadership in promoting volunteerism, healthy living and wellness showcases the City of Richmond's commitment to the benefits of active living and community involvement. If approved, RCCS programs and services could assist the City's issue of demands for particular programs & services from the general public.

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:	\$313,000.00	\$315,000.00
Total Expenses:	\$313,000.00	\$315,000.00
Annual Surplus or (Deficit):	\$313,000.00	\$315,000.00
Accumulated Surplus or (Deficit):	\$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):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$3,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$15,000.00
Consultant Services	\$5,000.00
Volunteer Support (e.g. expenses, recognition)	\$1,800.00
Office Rent or Mortgage	\$10,000.00
Utilities and Telephone	\$0.00
Supplies	\$2,100.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$33,900.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Direct Access Grant from Victoria	\$58,700
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide: **\$222,400.00**

Total Proposed Budget: **\$315,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$3,000

Recommendation: For general operating assistance for recreational programs to the Chinese Community. Award consistent with 2013 award amount.

Staff Comments / Conditions: None



**Grant Application for 2014
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: \$14,900

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: 390

Richmond Residents: 390

Grant Request Summary:

To run a community based asset development programs for high need and at-risk children who attend City Centre inner-city schools - Anderson, Cook and General Currie Elementary schols. These are children who would otherwise be on their own with inadequate care on the schools early dismissal day and after school. This asset development program will seek support and work with the Boys and Girls Club and the schools. This program is based on an earlier pilot project which showed the effectiveness of this type of asset development in inner-city children. Please see the attached "Appendix" Asset proposal Outline" for program details and community benefits.

In addition to these early dismissal programs City Centre would like to continue to offer a low cost after school program in General Currie 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:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$439,508.00	\$389,610.12
Total Expenses:	\$417,920.00	\$385,136.20
Annual Surplus or (Deficit):	\$21,588.00	\$4,473.92
Accumulated Surplus or (Deficit):	\$129,650.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus last year was the result of a timing issue for recognition of grant income over a series of years. In reality the surplus was closer to 6000

Current Year:

This reflects a realistic assessment of expenditures and revenues. Demand is increasing for services that have lower fees.

Explanation for Accumulated Surplus or (Deficit):

The surplus is to be used for outfitting the new City Centre Community Centre and implementing new programs to serve the broader City Centre Community.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$10,700	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$8,780.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,450.00
Equipment	\$1,150.00
Photocopying	\$40.00
Program Materials	\$1,450.00
Local Travel	\$30.00
Other	\$1,500.00

Boys & Girls Club (\$1500)

TOTAL \$14,900.00

Financial Assistance from Other Sources (if applicable):

- Funder 1 Name
- Funder 2 Name
- Funder 3 Name

Amount Your Society will Provide: \$14,900.00

Total Proposed Budget:

\$44,700.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$10,500

Recommendation:

To support asset development programming for children in central richmond.

**Staff Comments /
Conditions:**

Continued exploration of additional partnerships to support this program.



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Richmond Fitness and Wellness Association

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

Proposal Title: Walk Richmond Outreach 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 support walking opportunities in Richmond through expanding on the successful Walk Richmond model. The funding will be used to encourage and support the formation of community and workplace walking groups based upon best practices from the Walk Richmond program, which have been developed over the past several years.

This will be accomplished through the development and delivery of outreach 'activation' walking workshops to target less connected communities and organizations as identified in the Healthy Richmond 2012 report.

The RFWA will provide ongoing support to the groups in the form of marketing; resource development; volunteer training and the facilitation of an annual moderation session. In addition, the RFWA will continue to build social assets and community capacity through a strong and expanded volunteer base for the program.

The aim of the RFWA is to minimize barriers for Richmond residents to experience a sense of belonging and connectedness to their community by providing walking opportunities at no cost. Therefore, the funding will be used to develop a sustainability strategy including exploring funding and sponsorship opportunities to support this initiative into the future.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$10,891.43	\$17,070.11
Total Expenses:	\$18,144.52	\$19,571.33
Annual Surplus or (Deficit):	(\$7,253.09)	(\$2,501.22)
Accumulated Surplus or (Deficit):	\$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 runs 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 grow the walk Richmond program as planned will deplete remaining funds if grant funding is not received.
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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.
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MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$7,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

Parks, Recreation & Community Events 2014
Richmond Fitness and Wellness Association

Over \$5000

Single Year
Summary Page 3

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

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Recreation and Parks Association	\$300
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<u>\$18,500.00</u>
Total Proposed Budget:	<u>\$33,800.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$8,000

Recommendation:

Staff Comments /
Conditions:



**Multi-Year Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Richmond Museum Society
Grant Type: \$5,000 or Less Multi Year - Year 2
Grant Request: \$5,000
Proposal Title: Doors Open Richmond 2014

Grant Request Summary:

Doors Open 2014, Richmond's 7th annual intercultural arts, culture and heritage festival, will contribute to the livability and appeal of Richmond by providing an entertaining and educational city-wide celebration scheduled from 10am to 4pm on Saturday and Sunday, June 7-8. On Friday, June 6, a public reception will kick-off the weekend with live cultural performances at a City of Richmond heritage site. Doors Open Richmond will engage local residents, visitors and tourists in exploring Richmond's diverse community and its history through arts, culture and heritage programs and tours. Up to fifty cultural destinations, from national historic sites, museums, places of worship, artists' studios and galleries, parks, specialty businesses and City sites, will open their doors to the general public by providing free, culturally rich, unique and inclusive experiences for visitors to discover. Doors Open will instil pride and appreciation for our identity as a multicultural City. Visitors to Doors Open sites will walk away more informed and connected to their community and neighbouring institutions. They will discover new knowledge about their neighbours and new understanding of unfamiliar cultural traditions, language and customs. As such, the program will build bridges between communities, foster an informed citizenry, enhance civic memory, civic pride and respect through an increased understanding of our multicultural past, its dynamic present, and the rich potential of our future. A Doors Open guide and website, plus a Richmond Review pull-out, will allow visitors to plan their weekend in advance. Doors Open Richmond will engage participants and volunteers in a program that connects people of different cultures, while fostering community learning, cross-cultural understanding and community pride. Doors Open Richmond is a proven model that has grown over the last six years, attracting over 25,000 site visits last year alone. Along with the diverse local community, Doors Open Richmond will continue to reach out to Metro Vancouver residents, especially new immigrants and ethnic communities, through a media campaign that targets culturally diverse groups with news releases in five languages. Bus tour service will also make some of the less accessible sites available to visitors with limited transportation options. With funding of \$5,000 from this grant to support the program we will ensure its continued success.

Changes that will impact grant use (if applicable):

Doors Open will face new opportunities and challenges in planning for 2014 as it continues to grow. However, we are committed to maintaining the high standards of organization and planning the program has enjoyed over the last six years. The Society has anticipated that there will be some Federal funding reductions this year due to

scheduling changes to the Building Community through Arts & Heritage Grant. This has been managed by deferring to 2014 some of the Doors Open 2013 funds which were received late in 2013. As well, the Richmond Museum Society has been actively seeking to diversify funding through additional grants and sponsorships to support financial needs as identified in year one of the City Grant. In February 2014, staff changes due to retirement will affect planning for Doors Open 2014. However, to ensure a smooth transition for new staff the Society has applied for a Citizen and Immigration Canada's Inter-Action grant to help fund a student position to assist with planning. This position will provide a student with an opportunity to learn about event planning and cultural resource management in the context of a Museum. As this will be a time of change the Board and staff have been carefully planning exhibit and program schedules to accommodate the changeover in staff and are evaluating current staffing structure.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$96,131.00	\$104,802.00
Total Expenses:	\$92,461.00	\$104,802.00
Annual Surplus or (Deficit):	\$3,670.00	\$0.00
Accumulated Surplus or (Deficit):	\$42,626.00	\$42,626.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Normal fluctuations in revenue and spending.

Current Year:

None expected.

Explanation for Accumulated Surplus or (Deficit):

\$20,281.53 GIC investment for future fundraising plans.

\$10,000.00 Restricted for 2014 exhibits.

Remaining restricted for 2014 Heritage Fair, Doors Open and Education Program Facilitator.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$1,600	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

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

Recommendation:

**Staff Comments /
Conditions:**



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Richmond Nature Park Society

Grant Type: Over \$5000 Single Year

Grant Request: \$13,000

Proposal Title: Nature Playground Development- Richmond Nature Park

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

Start Date (if applicable): 2014-04-07

End Date (if applicable): 2014-06-06

Number To Be Served: 75000

Richmond Residents: 45000

Grant Request Summary:

Richmond Nature Park Society proposes the purchase of two play elements to be installed in the natural play area currently under redevelopment by Richmond Parks. Over 75000 visitors come to the Nature Park each year. 60% of these visitors are Richmond Residents.

Richmond Services Received by Your Organization:

Use of Richmond Nature Park and Nature House for educational programs, events and exhibits. Staff assistance with program planning and delivery and clerical support.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$57,702.00	\$54,830.00
Total Expenses:	\$54,384.00	\$50,500.00
Annual Surplus or (Deficit):	\$3,318.00	\$4,330.00
Accumulated Surplus or (Deficit):	\$3,318.00	\$4,330.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus due to increased casual donations and an increase in gift shop revenue.

Current Year:

Surplus due to increased casual donations and an increase in gift shop revenue.

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$13,000.00

Playground equipment:

"Ribbit The Frog" = \$3799

"Mushroom Steppers" = \$6468

Delivery (estimate) = \$2000

Sundry (estimate) = \$733

TOTAL **\$13,000.00**

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: **\$13,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation:

No award as it is for ineligible expense.

Staff Comments /

Conditions:

None



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Richmond Schoolyard Society

Grant Type: Over \$5000 Single Year

Grant Request: \$16,825

Proposal Title: Richmond Schoolyard Society

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1500

Richmond Residents: 1350

Grant Request Summary:

Richmond Schoolyard Society (RSS) works on a lean budget every year that is dependent on grants, fundraising efforts, donations, and volunteer hours to sustain our programs. We would be utilizing funding granted to continue the ability to teach up to 1500 students annually. Our curriculum is developed with Kindergarten to Grade 7 elementary school children in mind.

Our programs are designed to help children and youth in the city understand the importance of nature, its impact on the food cycle, and when properly cared for, the benefits on the environment and on the sustainability of our food systems. It engages participants at an influential age with skills to plant, nurture, cook, and share their harvests with the community.

Our goal is to provide participants with key skills needed to preserve and enhance the environment. By encouraging students to embrace their natural surroundings, we expect that they will be excited and proud to share 'best practices' with their social circle including family, friends, classmates, and neighbours. Completion of our program could also motivate them to start their own urban garden in their backyard or community.

We expect that exposure to our programs will also influence decisions made by participants that positively impact the environment, as they grow older.

Environmental goal:

Our proposal incorporates 10+ crops and pollinators across 73 garden beds in 8 elementary schools from the Lower Mainland. This will greatly enhance the habitat for insects and birds and generate a bio-diverse urban garden for all to enjoy and share.

Richmond Services Received by Your Organization:

- Land (\$500)
- Office Space and Water/Utilities (\$5000)
- Use of Barn (\$52,000)

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$94,900.06	\$21,906.30
Total Expenses:	\$65,593.72	\$35,875.57
Annual Surplus or (Deficit):	\$29,306.89	(\$13,969.27)
Accumulated Surplus or (Deficit):	\$29,306.89	\$15,337.62

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Money was allocated to Mitchell & Cook to run their outdoor classroom program and food program for 1 year. The cost of these programs per school amount to \$10,000 each. The remaining \$9,306.89 is banked to pay for overhead and salary expenses.

Current Year:

The deficit is reflective of fundraising that did not occur due to the cancellation of our Annual Golf Tournament in Sept 2013.

Explanation for Accumulated Surplus or (Deficit):

The surplus amount is the balance of the funding allocated towards Cook & Mitchell's Outdoor Classroom and Healthy Snack Program

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2009	\$4,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Parks, Recreation & Community Events 2014
Richmond Schoolyard Society

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

Personnel (Salaries and Benefits)	\$30,768.00
Consultant Services	\$36,750.00
Volunteer Support (e.g. expenses, recognition)	\$750.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$1,030.00
Supplies	\$3,500.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$2,345.00

Overhead & Insurance

TOTAL **\$75,643.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Lush	\$12,000
Funder 2 Name	Royal Bank Canada	\$1,500
Funder 3 Name		

Amount Your Society will Provide: **\$20,000.00**
Total Proposed Budget: **\$50,325.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$6,000

Recommendation:

To provide operating assistance for nature-based healthy food programs to school-age children in Richmond.
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Staff Comments / Conditions:

Continued work towards additional partnerships to support these programs.



**Grant Application for 2014
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: \$1,500

Proposal Title: Burkeville Daze Grant

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:

This grant would assist the Sea Island Community Association to present our annual Community celebration: Burkeville Daze. This one day event consists of a parade, community group demonstrations, heritage group displays, fund-raising booths, public safety service displays, games, petting zoo, volunteer opportunities, program registration, food and social interaction.

Richmond Services Received by Your Organization:

City facility upkeep

City Staff

Utilities

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$120,243.00	\$102,222.10
Total Expenses:	\$113,682.00	\$101,157.68
Annual Surplus or (Deficit):	\$6,560.00	\$1,064.42
Accumulated Surplus or (Deficit):	\$23,169.00	\$24,233.42

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Sea Island Community Association had a surplus of \$6,560.00 at year end Aug 31/12 because of larger than expected summer program revenues.

Current Year:

Currently, the Association has a very small surplus of just over \$1,000.00 this is very close to budget with slightly lower expenses than expected.

Explanation for Accumulated Surplus or (Deficit):

This is the accumulation of over thirty years of surplus. We hope to have some funds ready for a poor year, or to fund programs and events that will not have offsetting revenues such as Seniors.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$4,300.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$4,500.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver International Airport (YVR)	\$1,500
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<u>\$1,500.00</u>
Total Proposed Budget:	<u>\$4,500.00</u>

GRANT RECOMMENDATIONS

Recommended Amount: \$500

Recommendation:

To support Burkeville Daze.

**Staff Comments /
Conditions:**

None



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: Steveston Community Society

Grant Type: Over \$5000 Single Year

Grant Request: \$35,187

Proposal Title: Steveston Community Centre

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 30000

Richmond Residents: 30000

Grant Request Summary:

offset wage costs for low revenue programs (Youth, Older Adult, General, Events & Volunteers), target group general Steveston neighbourhood and City-at-large. Benefit: will enable community centre to retain excellent program staff and provide awesome programs that may not otherwise be able to operate due to funding levels.

Richmond Services Received by Your Organization:

facility; staff; equipment and supplies. value unknown.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$1,352,098.00	\$1,290,192.00
Total Expenses:	\$1,234,398.00	\$1,247,100.00
Annual Surplus or (Deficit):	\$117,700.00	\$43,092.00
Accumulated Surplus or (Deficit):	\$146,205.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

equip. replace fund; deferred revenue; capital asset amortization etc.

Current Year:

still TBD; undergoing audit at time of grant application. Surplus will be similar or less; same reasons.

Explanation for Accumulated Surplus or (Deficit):

future capital projects; capital asset replacements etc.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$50,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$35,187.00
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
TOTAL	<u>\$35,187.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Province of BC - Community Gaming	\$25,000
Funder 2 Name	Steveston Rotary Club	\$1,000
Funder 3 Name		

Amount Your Society will Provide:	<u>\$35,187.00</u>
Total Proposed Budget:	<u>\$105,561.00</u>

GRANT RECOMMENDATIONS

Recommended Amount: \$0

Recommendation:

Staff Comments / Conditions:



**Multi-Year Grant Application for 2014
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

Grant Request Summary:

Funds would be contributing to the overall Summer Project, 2014 grant dollars would be distributed between 13 facilities citywide. The City Grant would enable low cost/no cost services to be offered to Richmond residents by offsetting staff salaries, general expenses, and training expenses for staff and volunteers. The grant also allows children that require extra support to participate in our summer programs. Steveston Community Society is submitting the grant application for Summer 2014 on behalf of the following City of Richmond partners in Park, Recreation and Community Social Services: Steveston Community Society, Thompson Community Association, East Richmond Community Association, South Arm Community Association, City Centre Community Association, Sea Island Community Association, Hamilton Community Association, West Richmond Community Association, Richmond Nature Park Society, Arts Centre, Arena Services, Britannia Heritage Shipyard Society, and Diversity Services.

Changes that will impact grant use (if applicable):

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$217,545.16	\$210,440.63
Total Expenses:	\$209,108.43	\$209,964.31
Annual Surplus or (Deficit):	\$8,436.43	\$476.32
Accumulated Surplus or (Deficit):	\$20,253.49	\$20,729.81

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We are continuing to research and purchase equipment for children's summer programs and events that can be utilized Citywide. We will also continue to support our partners with Children's Outreach opportunities in their community.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

We carry some money over for start up costs as the Summer Administrator job starts prior funds 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 our HRDC funding until July/August.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$50,000	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended Amount: \$40,000

Recommendation: Summer registration subsidy for children and families in need.

Staff Comments / Conditions: None



Project Assistance Application for 2014

Arts & Culture Grants Program

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

Society: Kehila Society of Richmond

Project Name: Jewish Film Festival

Dates: February 2013

Project Summary:

Requesting funding to assist with the costs of the "Richmond Jewish Film Series". We plan to screen three films during 2013, which will have Jewish themes, at Richmond Jewish Day School and Beth Tikvah Synagogue.

Society Mission/Mandate:

Our mission statement is "connecting people to the Jewish Community"

Society History:

We started on January 7th, 1992, we are a grass roots organizations that plans programs and cultural events in Richmond for the greater and Jewish community. We also coordinate with other organization in Richmond so that we don't duplicate services. We work with Synagogues, The Caring Place and the Seniors Network of Richmond to provide many of our programs.

GRANT REQUEST

Requested Amount:	\$2,975
Project Budget:	\$5,950
Society	
Operating Budget:	\$80,618.27

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$500	Parks, Rec and Community Events

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$65,129.69	\$82,350
Total Expenses:	\$65,853.23	\$80,618.27
Surplus:	(\$660.54)	\$1,731.73
Accumulated Surplus:	(\$660.54)	\$1,071.19

Other Funders:

GRANT RECOMMENDATIONS

**Recommended
Amount:**

**Aggregate
Score:**

Recommendation:



**Grant Application for 2014
Parks, Recreation & Community Events Program**

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

Society: The Sharing Farm Society

Grant Type: Over \$5000 Single Year

Grant Request: \$30,000

Proposal Title: Continuing the Sharing

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 2900

Richmond Residents: 2500

Grant Request Summary:

The proposed project will grow food to feed vulnerable Richmond families. The Sharing Farm is run by community members for community members, and is dedicated to providing fresh, healthy, local produce to our neighbours in need. The Sharing Farm has successfully put fresh vegetables on people's plates for many years, donating 80% of our yearly harvest to the Food Bank, Community Meals and other organizations distributing food to vulnerable people. While we operate on a tiny budget and enjoy the support of a large group of volunteers, funding has always been a challenge. In 2013, we have initiated several activities to improve the sustainability of our operation in the long run. These will take time to mature. Grants remain indispensable for the Sharing Farm to continue our work in 2014.

The provided number of people to be served includes recipients of our produce and the volunteers who receive education and significant opportunities for community building. While all of our donated food goes to Richmond residents, some of our volunteers travel from outside the municipality to participate in the unique work we do here.

Richmond Services Received by Your Organization:

Use of land in the Terra Nova Park (5 acres at est. \$2000/year per acre = \$10,000); use of water in the summer (est. at \$.0044/gallon x 170,000 gallons = \$748/year); Rental of Buemann house (\$1,400/month x 12 months = \$16,800/year - utilities included)

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$123,538.00	\$177,000.00
Total Expenses:	\$121,571.00	\$177,000.00

Parks, Recreation & Community Events 2014
The Sharing Farm Society

Over \$5000 Single Year
Summary Page 2

Annual Surplus or (Deficit):	\$1,967.00	\$0.00
Accumulated Surplus or (Deficit):	\$13,772.00	\$13,772.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

There was a correction to reverse a cheque written in 2011 as it was a duplicate payment. This resulted in a 2,000 improvement to 2012's bottom line.

Current Year:

We anticipate no significant surplus or deficit this year.

Explanation for Accumulated Surplus or (Deficit):

At the end of 2009, there was no accumulated surplus. In 2010, the grants received were sufficient to cover that year's expenses. The 13k surplus resulted from the extra revenue from donations and other fundraising activities.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$101,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$300.00
Supplies	\$9,000.00
Equipment	\$5,000.00
Photocopying	\$500.00
Program Materials	\$200.00
Local Travel	\$0.00
Other	\$12,000.00

Insurance (truck, trailer, liability), special event, staff training, office use, bank charges, repair and maintenance, amortization of greenhouse costs.

TOTAL \$129,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	New Horizons Program	\$20,000
Funder 2 Name	Hamber Foundation	\$4,500

Parks, Recreation & Community Events 2014
The Sharing Farm Society

Over \$5000

Single Year
Summary Page 3

Funder 3 Name	Vancity Community Projects	\$10,000
Amount Your Society will Provide:		<u>\$30,000.00</u>
Total Proposed Budget:		<u>\$90,000.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$6,000

Recommendation:

To provide operating assistance for farm operations to grow food for the Richmond Food Bank and community meal programs.
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Staff Comments /
Conditions:

Continued exploration of additional partnerships.



**Grant Application Summary for 2014
Parks, Recreation & Community Events Program**

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

Society: The Thompson Community Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$4,515
Proposal Title: Lantern Festival - Community Event
Grant Purpose: Community Service / Program / Event - One-time Activity
Start Date (if applicable): September 20, 2014 **End Date (if applicable):** September 20, 2014
Number To Be Served: 750
Richmond Residents: 750

Grant Request Summary:

Thompson Community Association is hoping to expand our Lantern Festival to ensure it is a signature annual event in our community. The Lantern Festival provides a platform for Richmond/Thompson residents to strengthen an overall feeling of well being and belonging to the community by attending the event. The project seeks to engage the community by bringing everyone together to celebrate the cultural diversity of Richmond with an emphasis on the Asian fall Harvest Festival. This event is open and accessible to all ages. Activities that we intend to provide are as follows:

- Lantern-making
- Community Lantern Display
- Interactive drumming circle
- Community Partners Booths
- Interactive Lantern Procession through Burnett/Thompson Community Park
- Performance by Tetsu Taiko Drummers
- Lion Dance Performance
- Roving Fire dancers and Fire Dance Performance

Richmond Services Received by Your Organization:

Thompson Community Association works in partnership with the City of Richmond to provide quality recreation opportunities. Examples of the City of Richmond services that

Thompson Community Association receives include:

Use of facility (Thompson Community Centre),

Registration Process,

Marketing Leisure guide,

Marketing with advertising for newspaper article,

Programming (City liaison),

Staff- on the TCA special events committee

For further information, please see the Thompson Community Association/City of Richmond Operating Agreement.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$1,170,325.00	\$1,157,092.00
Total Expenses:	\$1,059,485.00	\$1,109,991.00
Annual Surplus or (Deficit):	\$110,840.00	\$47,101.00
Accumulated Surplus or (Deficit):	\$682,919.00	\$793,760.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In the last complete year, Thompson saw higher than expected revenue in fitness and programs.

Current Year:

During the current year, Thompson met expected revenue in both programs and fitness.

Explanation for Accumulated Surplus or (Deficit):

Thompson has consistently experienced a surplus in the areas of fitness, programs, and preschool. The surplus is reinvested into the centre through upgrades such as new fitness equipment or the Thompson Skate Park.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2008	\$50,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$300.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$900.00
Equipment	\$0.00
Photocopying	\$100.00
Program Materials	\$700.00
Local Travel	\$0.00
Other	2215.00

Entertainment (Drum Circle and Performance, Fire Dancers) - \$1750, Advertising - \$250, Insurance - \$215
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TOTAL \$4,515.00

Financial Assistance from Other Sources (if applicable)

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

Amount Your Society will Provide: **\$1,400.00**

Total Proposed Budget: **\$5,915.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$500

Recommendation:

To support the fall Lantern Festival.

Staff Comments / Conditions:

None
