



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** December 19, 2019  
**From:** Kim Somerville **File:** 03-1085-01/2019-Vol  
 Director, Community Social Development 01  
**Re:** 2020 Health, Social and Safety Grants

### Staff Recommendation

That the 2020 Health, Social and Safety Grants be awarded for the recommended amounts and funding cycles, and cheques be disbursed for a total of \$593,133 as per the staff report titled "2020 Health, Social and Safety Grants", dated December 19, 2019, from the Director, Community Social Development.

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

Att. 3

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

## Staff Report

### Origin

This report supports Council's Strategic Plan 2018-2022 Strategic Focus Area #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.4 Foster a safe, caring and resilient environment.*

This report supports Council's Strategic Plan 2018-2022 Strategic Focus Area #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

This report also supports the Social Development Strategy Action 39:

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

### Findings of Fact

#### 2020 Health, Social and Safety Grant Budget

The 2020 Health, Social and Safety (HSS) Grant Budget is \$626,970. This total includes a two per cent Cost of Living increase over last year's budget, as per the City Grant Policy (No. 3712).

#### Notice Given and Applications Received

In August 2019, a call for applications for the City's 2020 Health, Social and Safety Grants was promoted through social media channels and the Community Services newsletter. The notice was circulated to the Richmond Community Services Advisory Committee as well as by request to other non-profit societies.

In the HSS category, a total of 24 applications were received for a total request of \$737,394. A table outlining requests and recommended 2020 allocations is provided in Attachment 1. A summary of each application, generated directly from information submitted by applicants to the web-based system, is provided in Attachment 2. As summary contents are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are also included in the summary.

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

#### Late Applications

As the City Grant Policy indicates that no late applications will be accepted, the web-based system is usually closed to submissions after the deadline. However, due to technical difficulties, the system was kept open for an additional week this year for organizations starting their applications prior to the deadline. No post-deadline requests to submit were received.

#### New Applications

Only one (1) application was received from an organization that had not previously applied to the Health, Social and Safety Grant Program.

#### Application Review Process

A HSS Grant Review Committee, consisting of Community Social Development staff, reviewed the applications. Assessment criteria outlined in the HSS Grant Program Guidelines, Sections 4 (Eligibility) and 5 (Application Assessment Criteria), were used to guide the recommendation considerations (Attachment 3). Recommended allocations were determined by the committee rather than individual reviewers.

#### **Analysis**

The following analysis provides information about the HSS Grant Program, specifically regarding multi-year funding; the difference between minor and major grant requests; and the rationale for partial or no funding recommendations. Information is also provided about recent grant application trends as well as 2020 applications.

#### Minor/Major Grant Requests

Two application streams are available for HSS grants; one for minor grant requests (\$5,000 or less) and one for major grant requests (over \$5,000). Minor grant requests have fewer sections to complete, while a more comprehensive application is required for major grants. In the Health, Social and Safety category, seven (7) organizations applied for grants of \$5,000 or less (minor), while 17 applied for grants over \$5,000 (major).

### Multi-Year Funding Request

Applicants receiving grants for the same purpose for a minimum of five consecutive years have the opportunity to apply for a three-year funding cycle. In the first year of a cycle, the comprehensive application form is required, while for the following two years, a briefer application is required. Council reviews recommendations annually to determine if each year of an approved cycle will be funded.

### Reasons for Partial or No Funding

Most recommendations (54 per cent) are for partial rather than full funding. The principal reasons for partial funding are:

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

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

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

### Health, Social and Safety Grant Application Information 2018–2020

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

	2018	2019	2020 (Recommended)
Total number of applications	32	35	24
New applicants	2	4	1
Late applications	0	0	0
Grants denied (did not meet criteria)	2	4	2
Partial amount of request recommended	20	21	13
Full amount of request recommended	10	10	9
Minor request (\$5,000 or less)	13	10	7
Total amount requested	\$774,832	\$1,089,095	\$737,394
Total budget available	\$601,444	\$614,676	\$626,970
Total HSS allocated	\$598,464	\$614,590	\$593,133*

\*Subject to Council approval

### 2020 Considerations

Some notable differences are apparent with the 2020 HSS Grant Program applications compared with previous years. While the number of applicants has ranged from 32 to 35 for the past five years, this year 24 applications were received. Compared with 2019, this is 11 fewer applications, with reasons including that:

- Four applicants denied in 2019 did not re-apply;
- Three agencies had significant staff turnover that prevented them from applying this year, however, they intend to apply next year;
- One organization lacks a non-profit host this year, however, it is seeking non-profit status and intends to apply next year; and
- The remaining three organizations did not communicate a reason for not applying.

Six of the 11 organizations are regular applicants to the HSS Grant Program and four have indicated their intention to apply for a 2021 HSS Grant. As staff anticipate allocations to these organizations in the 2021 cycle, staff are not recommending full expenditure of the 2020 budget. Rather, staff recommend transferring the balance to the Grant Provision Account for future distribution. This will ensure that sufficient funds are available to recommend 2021 grants for these applicants without having to reduce 2021 allocations to other agencies.

### **Financial Impact**

The 2020 HSS Grant Program budget is \$626,970. A total of \$593,133 is recommended for disbursement. The remaining balance of \$33,837 will be transferred to the Grant Provision Account for future distribution.

## Conclusion

The City's HSS Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. These grants support the work of non-profit social service agencies whose mandates align with the City's Social Development Strategy goals of social equity and inclusion; citizen engagement; and building on social assets and community capacity. Staff recommend that 2020 HSS Grants be allocated as indicated to the many societies dedicated to supporting the well-being of Richmond residents.



Lesley Sherlock  
Social Planner

- Att. 1: Health, Social and Safety Services Grant Recommendations - 2020
- 2: 2020 Grant Application Summary Sheets
- 3: 2020 Health, Social and Safety Grant Program Guidelines

## 2020 Health, Social and Safety Grant Recommendations

APPLICANT NAME	2019 GRANT	2020 REQUEST	RESIDENTS TO BE SERVED	2020 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Amyotrophic Lateral Sclerosis Society of British Columbia	\$2,500	\$4,000	10	\$4,000		This grant will be used to purchase a low air-loss mattress for pain relief for a Richmond resident with ALS. There are currently 10 such residents. This recommendation is for an increased level.	1
Boys and Girls Clubs of South Coast BC	\$5,115	\$10,000	65	\$6,500		This grant will support an after school program at Mitchell Elementary in East Richmond reaching 65 children aged 6 to 12 years, ensuring accessibility to those who cannot afford to pay. This recommendation is for an increased level.	4
Canadian Mental Health Association, Vancouver-Fraser Branch	\$8,500	\$30,500	72	\$8,670		This grant will support staff costs of the Super Fun Group Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for the same level as last year, plus a cost of living increase.	7
Chimo Community Services	\$50,000	\$50,000	9451	\$50,000	3	This Multi-Year (Year 3) grant is to support the delivery and expansion of Chimo Community Service's Crisis Line, Outreach & Advocacy, and Community Engagement programs. The Crisis Line and Outreach & Advocacy programs provide immediate emotional support to residents in crisis by providing referrals to supportive services and other assistance regarding poverty, family, immigration and civil matters. The recommendation is for the full amount requested.	10
Community Mental Wellness Association of Canada	\$10,000	\$42,000	12000	\$10,200	2	This Multi-Year (Year 2) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.	12
Family Services of Greater Vancouver	\$48,007	\$48,007	27	\$48,007	3	This Multi-Year (Year 3) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommendation is for the full amount requested.	14
Heart of Richmond AIDS Society	\$12,000	\$16,500	1150	\$12,740	2	This Multi-Year (Year 2) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for an increased level to assist with the equipment replacement.	16
Minoru Seniors Society	\$5,000	\$5,000	140	\$5,000		This grant will support the Wellness Connections outreach program for frail, at-risk and isolated seniors aged 55+ years to reconnect them with their community, increase independence and improve their health through social, recreational and leisure programming. The recommendation is for the full amount requested.	18
Multicultural Helping House Society	\$9,161	\$15,000	1500	\$0	2	This request is to support recreation and wellness programs to maintain health and increase social well-being for older adults and live-in caregivers. Financial statements were requested twice and not provided. Furthermore, MHHS is experiencing considerable administrative instability. Denial is recommended.	22

## 2020 Health, Social and Safety Grant Recommendations

APPLICANT NAME	2019 GRANT	2020 REQUEST	RESIDENTS TO BE SERVED	2020 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Muscular Dystrophy	\$0	\$5,000	10	\$0		This request is for equipment purchase although no description of the items or associated costs are provided. The City is asked for \$5,000 although other funders are only asked for \$500 for the same purpose. No Richmond partners are identified. Therefore, denial is recommended.	24
Pacific Post Partum Support Society	\$2,500	\$3,000	25	\$3,000		This grant will contribute to the provision of on-site child minding for mothers who attend the weekly support group for women experiencing postpartum depression or anxiety. Offering child minding for this group reduces barriers for mothers to access help. The recommendation is for the full amount requested.	28
Parish of St. Alban's (Richmond)	\$15,000	\$30,000	1000	\$15,300		This grant is to support homeless people and those living close to or below the poverty line who are in need of the community meal program, shower program, and information and referral services. The recommendation includes a cost of living increase.	31
Pathways Clubhouse	\$35,027	\$35,027	400	\$35,027	3	This Multi-Year (Year 3) grant is to support the Pathway Clubhouse meal program, which provides the opportunities for members on fixed-incomes to eat healthy meals at affordable prices. The program also provides opportunities for social connection and for members to learn employment skills related to working in the restaurant industry. The recommendation is for the full amount requested.	34
PLEA Community Services of BC (now includes Children of the Street)	\$5,000	\$5,000	3000	\$5,000		This request is to fund workshops to educate children and youth about sexual exploitation (previously operated by Children of the Street). The workshops will reach 3,000 children and youth through over 40 workshops delivered in Richmond schools. This recommendation is for the full amount requested.	36
Richmond Addiction Services Society	\$222,411	\$226,860	5000	\$226,860	3	This Multi-Year (Year 3) grant will support programming that prevents the impacts and consequences of substance use, misuse and addictions as well as problem gambling and other addictive behaviors. The recommendation is for the full amount requested.	40
Richmond Cares, Richmond Gives	\$41,798	\$50,000	180000	\$42,634	3	This Multi-Year (Year 3) grant will support the information and volunteer centre which supports Richmond residents seeking information on community resources and the free Community Services Directory. The recommendation is for the same level plus a cost of living increase.	42
Richmond Family Place Society	\$28,000	\$50,000	6950	\$38,560	1	This Multi-Year (Year 1) grant is for family support programs, including a new inter-generational program, and other preventative services for families with children up to 12 years. The recommendation is for an increased level to support new and existing programs.	45



## 2020 Health, Social and Safety Grant Recommendations

APPLICANT NAME	2019 GRANT	2020 REQUEST	RESIDENTS TO BE SERVED	2020 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Richmond Mental Health Consumer and Friends Society	\$5,250	\$10,000	78	\$5,355		This Multi-Year (Year 3) grant is to support the operations of a Peer Support Social Group, which aims to empower and re-integrate people who struggle with mental health into the community through volunteer work, social activities, education, and leadership opportunities. The recommendation is for the same level, plus a Cost of Living increase.	48
Richmond Multicultural Community Services	\$12,500	\$20,000	4000	\$12,750	3	This Multi-Year (Year 3) grant will support administrative positions and support the core funding of programs to support immigrant and refugee communities in Richmond and assist newcomers with settlement and integration to become contributing members of the community. This recommendation is for the same level plus the cost of living increase.	51
Richmond Society for Community Living	\$15,500	\$15,500	5000	\$15,500	2	This Multi-Year (Year 2) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for the full amount requested.	53
Richmond Stroke Recovery Centre	\$1,500	\$5,000	1000	\$2,030		This grant request is to support a weekly support group for Stroke survivors for education workshops, instructors, recreation programs to maintain their level of independence for as long as possible. This recommendation is for an increased level.	55
Richmond Women's Resource Centre	\$25,000	\$41,000	7000	\$26,000	2	This Multi-Year (Year 2) grant will support women's programs and services, including skills training, English conversation and peer support groups designed to empower women and help them obtain needed assistance. The recommendation is for an increased level.	58
Touchstone Family Association	\$5,000	\$5,000	40	\$5,000		This grant will support the Street Smarts Program for at-risk youth, designed to stop or prevent street gang involvement. The recommendation is for the full amount requested.	61
Turning Point Recovery Society	\$8,500	\$15,000	200	\$15,000	3	This Multi-Year (Year 3) request is to support and enhance the current operations of the Drop-in Centre. The purpose of the Drop-in Centre is to provide a safe and supportive meeting place for Richmond residents who may be experiencing homelessness and to meet their essential needs including food, day-time shelter and social connection. In addition, on-site outreach workers provide referrals to other supportive programs. The recommendation is for the full amount requested.	64
<b>Totals</b>	<b>\$573,269</b>	<b>\$737,394</b>		<b>\$593,133</b>			
<b>Total Available</b>	<b>\$614,676</b>	<b>\$626,970</b>		<b>\$626,970</b>			
<b>Remaining</b>	<b>\$41,407</b>	<b>-\$110,424</b>		<b>\$33,837</b>			
<b>Bold = New Applicant</b>							



<b>Total Expenses:</b>		946,709.00
<b>Annual Surplus or (Deficit):</b>	1,003,152.00	685,058.00
<b>Accumulated Surplus or (Deficit):</b>	3,953,225.00	636,068.00

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

**Last Complete Year:**

As mentioned, in our previous grant application the society's goal is to raise 5 million for the ALS Centre of Excellence in BC, to improve support services given to patients in BC and to offer clinical trials which are currently not available for ALS Patients in BC. In 2018, 1 million was set aside under an externally managed funds to build up the funds required for the centre. Another goal of society is to increase the Operating Reserve of society to 750K. 20K was transferred in 2018 making the reserve 182K (from 162K). Note that the Total Revenue includes gift-in-kind donations with a value of 196,500 in 2018 and 188,787 in the current year. The expense includes the value of amortization and write-down equipment but it did not include the purchase of capitalized equipment with the value of 99,862 for the current year and 78,000 in 2018.

**Current Year:**

As of the 2nd quarter, the financial statements reflect a surplus of 600K. We are hoping for another surplus this year so that we could transfer additional monies to the ALS Centre of Excellence funds (goal is 5 million, the current balance is 1 million) and Operating Reserve/rainy day funds for 6 months (goal is 750K, currently at 182K).

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

The accumulated surplus is to build funds for the society's ALS Centre of Excellence – Target Goal is 5 million (current is 1 million) to start the project and increase the 6-month rainy fund of the society to 750K (current balance is 182K).

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$2,500.00	Health, Social & Safety
2018	\$2,000.00	Health, Social & Safety
2017	\$700.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$0.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00

Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$4,330.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$4,330.00</u></b>

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

<b>Funder 1 Name</b>	BC Gaming Community Grant	<b>Amount</b>	<b>\$100,000.00</b>
<b>Funder 2 Name</b>	Aqueduct Foundation	<b>Amount</b>	<b>100000.00</b>
<b>Funder 3 Name</b>	Central Okannagan Foundation	<b>Amount</b>	<b>5000.00</b>

**Amount Your Society will Provide:** **\$330.00**

**Total Proposed Budget:** **\$4,330.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This grant will be used to purchase a low air-loss mattress for pain relief for a Richmond resident with ALS. There are currently 10 such residents. This recommendation is for an increased level.
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**Staff Comments / Conditions:**

None
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**Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Boys and Girls Clubs of South Coast BC  
**Grant Type:** Over \$5000 Single Year  
**Grant Request:** \$10,000  
**Proposal Title:** Boys and Girls Club Services at Mitchell Elementary  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**

**Number To Be Served:** 65  
**Richmond Residents:** 65

**Grant Request Summary:**

We are seeking support from the City of Richmond to support the after-school program offered by Boys and Girls Clubs at Mitchell Elementary School in East Richmond. The drop-in program is offered four days per week (Monday through Thursday) after school for students aged 6 through 12, and a preteen evening program is offered once a week for kids in Grades 5 through 7. The Club provides a safe, accessible place for children after school, and offers supervised social and recreational programs that enhance participants' physical, educational, character, and skill development. Activities include healthy snacks, homework assistance, nutrition and cooking programs, arts and crafts, leadership programs, and sports and physical activities that promote active lifestyles. All children and families can access our programs, regardless of their financial situation. Fees are negotiable, and payment plans are available to meet every family's needs. Club members benefit, as they are supported to become engaged in positive, constructive activity during their out-of-school time. The parents and/or caregivers of the participants benefit from accessing affordable, high quality after-school programming for their children. In the long term, the neighbourhood will be safer and healthier as a result of the positive impacts the Club programs have on community members.

**Richmond Services Received by Your Organization:**

We received a \$5,115 City Grant in 2019, but receive no other services from the City of Richmond.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	11,453,307.00	10,634,000.00
<b>Total Expenses:</b>	11,420,483.00	10,551,400.00
<b>Annual Surplus or (Deficit):</b>	32,824.00	82,600.00

Accumulated Surplus or (Deficit):                      1,623,554.00                      1,706,154.00

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

**Last Complete Year:**

The surplus for last year was very small (0.28%). BGC strives to maintain a balanced year-end position for operations.

**Current Year:**

The surplus forecast for the current year is also small (0.78%). BGC strives to maintain a balanced year-end position for operations.

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

Sound financial management over the last 80 years.

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

Year	Amount	Grant Program
2019	\$5,115	Health, Social & Safety
2018	\$5,000	Health, Social & Safety
2017	\$5,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$68,130.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$7,000.00
<b>Utilities and Telephone</b>	\$195.00
<b>Supplies</b>	\$40.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$1,110.00
<b>Local Travel</b>	\$860.00
<b>Other</b>	\$9,790.00

Insurance: \$1,644

Food: \$1,390

Allocation for Central Administration: \$6,756

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TOTAL      \$87,125.00

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

Funder 1 Name	United Way of the Lower Mainland	\$30,000
Funder 2 Name	Province of BC - Gaming	\$4,800
Funder 3 Name	Membership Fees	\$25,000

Amount Your Society will Provide:      \$17,325.00

Total Proposed Budget:      \$87,125.00

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**      \$6,500

**Recommendation:**

This grant will support an after school program at Mitchell Elementary in East Richmond reaching 65 children aged 6 to 12 years and ensure accessibility to those who cannot afford to pay. This recommendation is for an increased level.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Canadian Mental Health Association, Vancouver-Fraser

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

**Grant Request:** \$30,500

**Proposal Title:** Super Fun Group

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 72

**Richmond Residents:** 72

**Grant Request Summary:**

Our grant request is to fund one of the two Super Fun Groups that we operate in Richmond. Super Fun Groups provide long-term support for children of parents living with a serious mental illness or addiction. All program participants are residents of Richmond aged 8-15. Over 90% of our participants are from families with low incomes. To ensure families who need this service can access it, barriers to access have been minimized (income, transportation, food security, etc.) and the program is provided at no cost to the families. Once a month, the program provides participants with a full day of recreational or leisure activities (i.e.: Beach Day, Waterslides, Aquarium, Urban Safari, hiking, Playland, Christmas events and snowboarding). These group activities enable them to have fun, participate in sports and special events, build social skills, and establish strong friendships with other kids in the program who have similar situations in their life. They develop healthy attachments to non-related adults. As well, the program also provides parents with respite to attend to their own mental health needs while knowing that their kids are well cared for by trained staff.

**Richmond Services Received by Your Organization:**

Richmond Super Fun Groups do not receive any services from the City of Richmond. The City of Richmond does support CMHA's annual bike ride fundraiser (Ride Don't Hide) by offering support in event application process, route design, water station logistics and event day route support on the portion of the route that goes through Richmond.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	7,089,668.00	7,810,862.00
<b>Total Expenses:</b>	7,107,567.00	7,821,679.00
<b>Annual Surplus or (Deficit):</b>	(17,899.00)	(10,817.00)



**Health, Social & Safety 2020****Over \$5000****Single Year****Canadian Mental Health Association, Vancouver-Fraser Branch****Summary Page 2**

Accumulated Surplus or (Deficit):	90,393.00	100,000.00
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**Explanation for Annual Surplus or (Deficit):****Last Complete Year:**

Thrift Store and fee for service workshop sales were higher than expected.

**Current Year:**

Thrift Store and fee for service workshop sales are higher than anticipated.

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

We are building a prudent reserve fund to ensure the organization can pay wind up costs if required and/or survive significant changes to contract revenue. The Accumulated Surplus will be transferred to a prudent reserve fund once there are sufficient funds to do so.

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

Year	Amount	Grant Program
2019	\$8,500	Health, Social & Safety
2018	\$8,000	Health, Social & Safety
2017	\$6,329	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$33,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$7,000.00
Utilities and Telephone	\$4,000.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$9,600.00
Local Travel	\$7,400.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$61,000.00</u></b>

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

Funder 1 Name	Vancouver Coastal Health	\$17,000
Funder 2 Name	CMHA Contributions	\$13,500
Funder 3 Name		

Amount Your Society will Provide:	<u>\$13,500.00</u>
Total Proposed Budget:	<u>\$61,000.00</u>

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$8,670

**Recommendation:**

This grant will support staff costs of the Super Fun Group Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for the same level as last year, plus a cost of living increase.
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**Staff Comments /  
Conditions:**

None
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**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Chimo Community Services  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$50,000  
**Proposal Title:** 2019 Health, Social and Safety Grant  
**Number Served:** 16,110 **Richmond Residents:** 9,451

**Grant Request Summary:**

This grant supports delivery and expansion of Chimo's Crisis Line, Outreach & Advocacy, and Community Engagement programs, all of which are delivered by professionally-trained and supervised volunteers. Annually, these services support approximately 16,110 people. Our Crisis Line and Outreach & Advocacy programs provide immediate emotional support; help with problem identification, clarification, and resolution; provide strong linkages to community resources; give practical assistance with poverty, administrative, family, immigration, and civil matters; and intervene in life-threatening situations. As a result, individuals and families are supported, in some cases lives are saved, people are able to resolve their issues and move forward with greater clarity, capacity, energy, robustness, and readiness to address future life challenges. Our Community Engagement program offers eight educational workshops for Richmond secondary students. Topics include suicide awareness, bullying, body image, financial literacy, stress management, and teen relationship abuse prevention.

**Changes that will impact grant use:**

No changes

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,115,508.00	2,217,185.00
<b>Total Expenses:</b>	2,088,194.00	2,217,185.00
<b>Annual Surplus or (Deficit):</b>	90,858.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	136,990.00	0.00

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

**Last Complete Year:**

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

**Current Year:**

n/a

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

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

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$50,000	Health, Social & Safety
2018	\$50,000	Health, Social & Safety
2017	\$49,392	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$50,000

**Recommendation:**

This Multi-Year (Year 3) grant is to support the delivery and expansion of Chimo Community Service's Crisis Line, Outreach & Advocacy, and Community Engagement programs. The Crisis Line and Outreach & Advocacy programs provide immediate emotional support to residents in crisis by providing referrals to supportive services and other assistance regarding poverty, family, immigration and civil matters. The recommendation is for the full amount requested.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

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

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

**Grant Request:** \$42,000

**Proposal Title:** CMWAC Community Services Delivery

**Number Served:** 15,000 **Richmond Residents:** 12,000

**Grant Request Summary:**

The grant is requested to cover partial administrative costs of multiple ongoing programs and activities at CMWAC throughout the year - public events, monthly mental health education presentations promoting psychosocial wellness and recovery and removing stigma, English conversation classes, support groups, field trips, walking club and gardening with seniors, individual and family counselling in Mandarin and Cantonese, volunteer training and engagement, youth ambassador program to train youth in mental health awareness and resourcefulness, organized group activities including karaoke, dancing, knitting, choir and arts and crafts making. Target groups include newcomers, adults, youths and seniors of multicultural backgrounds living in Richmond and beyond seeking information, support and referrals for issues related to mental health. The benefits of such programs and activities are manyfold - greater awareness about mental health and wellness in the community, removal of stigma, accessible information and resources for mental health diagnosis, treatment and support - all of which address and enhance the social determinants of mental health.

**Changes that will impact grant use:**

Our budgeting for 2019/20 was impacted with the decline of one of our major grants from the Federal Government/New Horizons grant and delay of our awarding of the BC Gaming grant due to an audit, we did get the funding in July instead of the spring. The gaming grant continues until March 31/20.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	134,206.00	40,357.00
<b>Total Expenses:</b>	111,300.00	38,594.00
<b>Annual Surplus or (Deficit):</b>	22,904.00	1,763.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

2018/19 ending March 31/19

See Notes for Year end financials

**Current Year:**

our year end is March 31.

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

We were under an audit for BC Gaming, once that was completed we received our Gaming funds late, ( July 2019)

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$10,000	Health, Social & Safety
2018	\$9,739	Health, Social & Safety
2017	\$9,548	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$10,200

**Recommendation:**

This Multi-Year (Year 2) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Family Services of Greater Vancouver  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$48,007  
**Proposal Title:** Richmond Counselling, Support and Therapeutic Education Program  
**Number Served:** 220 **Richmond Residents:** 200

**Grant Request Summary:**

The grant request will be used to continue the Counselling, Support and Therapeutic Education program that Family Services (FSGV) has provided in the City of Richmond for the last 36 years. This program offers individual, family and group counselling provided by masters level registered clinical counsellors and registered social workers and is fully accredited by CARF International. The FSGV Counselling, Support and Education program serves clients of all ages, family configurations and income groups, addressing a wide spectrum of concerns including parenting issues, emotional and behavioural difficulties in children and youth, family conflict, depression and anxiety, relationship difficulties, loss and grief etc. This program prioritized and works primarily with residents of Richmond. This program is preventative in nature, unique to Richmond, and works in partnership with other Richmond agencies. It is accessible to people who can't afford private counselling or other fee based services and/or who don't qualify for any other services. Services are provided in a variety of languages, including Cantonese and Mandarin to reflect the diverse demographic of the Richmond population. All participants are given a thorough assessment at the time of intake and are actively involved in working with a clinician to set and achieve their counselling goals. Our staff team collectively has the capacity to offer a wide variety of therapeutic counselling methods. This allows for service to be flexible to meet client needs. This program assists individuals to improve their coping skills, better deal with life's challenges, improve their quality of life and be active participants in their own lives and in society as a whole.

**Changes that will impact grant use:**

We do not anticipate any changes that will impact grant use. FSGV has implemented a small wage increase for long time staff in this program. To cover this increased expense, FSGV may reduce the counselling hours of paid staff by approximately 3 hours per week, which may be offset by increasing counselling hours delivered by qualified counselling interns. Additionally, FSGV will seek additional grants and donations to maintain the service level of this vital community service in Richmond.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	27,761,047.00	

<b>Total Expenses:</b>	28,015,538.00	26,329,029.00
<b>Annual Surplus or (Deficit):</b>	254,491.00	103,158.00
<b>Accumulated Surplus or (Deficit):</b>	212,078.00	108,920.00

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

**Last Complete Year:**

The annual deficit is 254,491 due to investment spending on the development of programs and fundraising.

**Current Year:**

The projected annual deficit is planned to be offset by accumulated surplus.

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

Accumulated surplus is the net total of the accumulated surpluses & deficits of all FSGV's programs.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$48,007	Health, Social & Safety
2019	\$3,477	Child Care Capital
2018	\$48,007	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:**                      \$48,007

**Recommendation:**

This Multi-Year (Year 3) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommendation is for the full amount requested.

**Staff Comments /**

**Conditions:**

None





**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Heart of Richmond AIDS Society  
**Grant Type:** Over \$5000 Multi Year - Year 2  
**Grant Request:** \$16,500  
**Proposal Title:** Office and Administrative Operations  
**Number Served:** 1,250 **Richmond Residents:** 1,150

**Grant Request Summary:**

The office is the hub for our operations which provides specific services to persons with HIV/AIDS, their friends, families and caregivers.

These include: a group meeting place; location for individual guidance and advice; free computer facilities; information centre; distribution point for food and food vouchers; planning centre for our HIV 101 Education and Prevention Program which is presented annually to over 850 students in all Richmond high schools.

This funding will cover some of the costs of the office space and the staff who manage it.

The direct benefits include, healthier lives for those living with HIV/AIDS, reducing the impact on health and community services. The indirect benefits of Education and Prevention are the avoidance of infection with HIV/AIDS along with the huge associated life changes and increased healthcare costs.

**Changes that will impact grant use:**

Please note we have experienced the rising cost of building expenses even though we have recently downsized in office space. Some office equipment is older and needing of being replaced.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	137,169.88	156,000.00
<b>Total Expenses:</b>	110,196.04	157,000.00
<b>Annual Surplus or (Deficit):</b>	26,973.84	(1,000.00)





**Grant Application Summary for 2020  
Health, Social & Safety Program**

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

**Society:** Minoru Seniors Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** 55+ Wellness Connections  
**Grant Purpose:** Community Service / Program / Event - Ongoing

<b>Start Date (if applicable):</b>	<b>End Date (if applicable):</b>
<b>Number To Be Served:</b> 140	
<b>Richmond Residents:</b> 140	

**Grant Request Summary:**

Wellness Connections is an outreach program designed to assist at-risk, frail and isolated seniors 55+ to reconnect with their community and increase independence through participation in social, leisure and recreational programs. The program reduces social isolation and improves the health of Richmond residents 55+ by removing barriers to participation such as lack of transportation and low income. Wellness Connections fills a gap in services for those not yet needing supervised health services but not able to independently access community centre programs. Clients are bused to and from their homes to the Seniors Centre at Minoru Centre for Active Living to enjoy education and leisure programming, adaptive fitness classes and a nutritious lunch in a social setting. The program utilizes volunteers to assist in its delivery and is offered four times a year, in 8 week sessions with both a Chinese and an English speaking program option. Clients and their families receive one-on-one leisure counselling and information referral to health and community services. The Wellness Connections program involves extensive partnerships and collaboration between the City of Richmond, Vancouver Coastal Health (VCH), Minoru Seniors Society and other Community Partners. Since the program lost its core funding from VCH four years ago, Minoru Seniors Society has continued to operate the program on a user-fee model. In the Fall of 2016 the Society increased the cost of the program to \$240 per session as it was no longer able to subsidize the program. This increased cost created a barrier to participation. The Society received a City Grant in 2017 to offset the program costs, which allowed more people to participate and registration subsequently began to increase. The Wellness Connections program supports the Seniors' Services Plan 2016-2020 as well as the Social Development Strategy directions to reduce barriers for isolated seniors and address the needs of an aging population.

**Richmond Services Received by Your Organization:**

Minoru Seniors Society is located at the Seniors Centre at Minoru Centre for Active Living where funding for core staff and building is provided by the City. Estimate at 1,015,700 for

the City portion of operations
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**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	557,495.98	877,850.00
<b>Total Expenses:</b>	594,587.13	875,200.00
<b>Annual Surplus or (Deficit):</b>	(37,091.15)	2,650.00
<b>Accumulated Surplus or (Deficit):</b>	308,526.00	308,526.00

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

**Last Complete Year:**

The last complete year numbers are for 2018 as the Society has not yet received the Statement of Financial Position for the 2018/19 Fiscal Year, as this application is due earlier than in previous years. The Society will receive the Statement of Financial Position within the next two weeks in order to be ready for the AGM on Nov 27. The Current Year numbers are from the Current Operating Budget for 2019/20.

The Seniors Centre moved to the Minoru Centre for Active Living in March 2019. To prepare for and support this move to the new facility the Society invested in increased staffing positions to support the transition.

**Current Year:**

Projected revenue has increased based on anticipated Food Service, Program and CLT increases, although the full Food Services program (Bistro) has not yet opened within the facility.

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

Accumulation in preparation for move to new facility, many of the funds have been spent in this past 2019 year in order to support the opening of the new Seniors Centre at Minoru Centre for Active Living. The updated Statement of Financial Position will be received from the accountant within the next two weeks to be ready for the AGM November 27, 2019.

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

Year	Amount	Grant Program
2019	\$5,000.00	Health, Social & Safety
2018	\$5,000.00	Health, Social & Safety

2017	\$5,000.00	Health, Social & Safety
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**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$2,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$3,000.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

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

Funder 1 Name	United Way Active Aging Grant	Amount	\$40,000.00
Funder 2 Name	VCH One-Time-Only Grants	Amount	5000.00
Funder 3 Name	United Way - Therapeutic Activation Program for Seniors	Amount	200000.00

Amount Your Society will Provide:	<b><u>\$5,000.00</u></b>
Total Proposed Budget:	<b><u>\$55,000.00</u></b>

**GRANT RECOMMENDATIONS**

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

**Recommendation:** This grant will support the Wellness Connections outreach program for frail, at-risk and isolated seniors aged 55+ years to reconnect them with their community, increase independence and improve their health through social, recreational and leisure programming. The recommendation is for the full amount requested.

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Multicultural Helping House Society  
**Grant Type:** Over \$5000 Multi Year - Year 2  
**Grant Request:** \$15,000  
**Proposal Title:** MHHS Community Service Programming  
**Number Served:** 1,800 **Richmond Residents:** 1,500

**Grant Request Summary:**

Our program intends to encourage volunteerism and engagement, reduce social loneliness and isolation and improve, restore, promote and maintain optimal health. It will decrease the incidence of mental illnesses which can be costly to the health care and welfare system of Canada. Proposed activities include Fitness through Dance and Meditation in Motion, Mind Games, Healthy Food Information Sessions, Health Education , Networking and Experience-sharing and fit-plus cooking.

We will continue our innovative Health & Wellness Program for 55+ers Club and live-in caregivers in Richmond. We will include activities and programs that assists live-in caregivers and seniors in Richmond to become informed on healthy lifestyles, become socially adjusted and engaged. This program will provide health information and learning resources to them. Group activities will provide an opportunity for seniors and live-in caregivers to work together to support and encourage healthier lifestyles.

**Changes that will impact grant use:**

We will maintain same workshops and regular programming, with intent on increasing community awareness, diversity, inclusion, and safety through more education, outreach and partnerships.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	606,476.00	593,233.00
<b>Total Expenses:</b>	574,708.00	593,233.00
<b>Annual Surplus or (Deficit):</b>	21,433.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

Minimal surplus. Some expenses have not been included.

**Current Year:**

We anticipate zero surplus/deficit at the end of the year

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

Post audit, we anticipate zero surplus (deficit). 2018 MHHS financial audit not yet complete due to transactions that occurred in years prior to term of incumbent board members.

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$9,161	Health, Social & Safety
2018	\$8,956	Health, Social & Safety
2017	\$8,780	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$0

**Recommendation:**

This request is to support recreation and wellness programs to maintain health and increase social well-being for older adults and live-in caregivers. Financial statements were requested twice and not provided. Furthermore, MHHS is experiencing considerable administrative instability. Denial is recommended.

**Staff Comments /**

**Conditions:**

None





**Grant Application Summary for 2020  
Health, Social & Safety Program**

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

**Society:** Muscular Dystrophy Canada  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Richmond Equipment Program  
**Grant Purpose:** Community Service / Program / Event - Ongoing

<b>Start Date (if applicable):</b>	<b>End Date (if applicable):</b>
<b>Number To Be Served:</b> 147	
<b>Richmond Residents:</b> 147	

**Grant Request Summary:**

Muscular Dystrophy Canada (MDC)'s longstanding equipment program has assisted thousands of individuals impacted obtain the equipment needed to enhance their quality of life by improving access to school and vocational goals, improving mobility, increasing independence, and creating more opportunities to engage in the community. There are often extraordinary financial expenses for individuals impacted, such as costly equipment that is not fully covered through private health insurance or the government. Whenever possible, MDC acts in partnership with government and private health insurance but does not replace this funding. Our Service Specialists work with other funders to secure the maximum amount of funding available for our clients, to stretch our dollars as far as possible. Most importantly, the equipment program provides critical funding when all other funding resources are exhausted. And, as the funder of last resort, this ensures our clients are receiving the essential support and services they need to fully participate in the community. There are tremendous psychosocial factors that affect individuals impacted, their family members, and the broader community. Receiving a piece of equipment reduces social isolation and stigmas, reduces occurrences of mental illness, breaks down barriers to gainful employment/educational opportunities, and also prevents unnecessary additional complex healthcare issues. Individuals also experience increased mobility, more engagement with their peers, increased self-esteem, and more confidence. Furthermore, it reduces emotional, physical, and financial strain. In Richmond, there are 44 individuals impacted by a neuromuscular disorder, 87 family members and caregivers, and 16 healthcare professionals who are currently registered with MDC. Last year, MDC funded ten (10) equipment requests in Richmond for a total investment of \$19,321. The accumulative value for this equipment was \$127,773.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,115,474.00	1,001,190.00
<b>Total Expenses:</b>	903,158.00	1,186,490.00
<b>Annual Surplus or (Deficit):</b>	212,316.00	(185,300.00)
<b>Accumulated Surplus or (Deficit):</b>	0.00	27,016.00

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

**Last Complete Year:**

Muscular Dystrophy Canada has been working to increase our mission spend to ensure more donor dollars are being dedicated to our vital programs and services. There was a vacancy in our Service Specialist role in BC for part of last fiscal year, which was filled at the end of that fiscal year (Fiscal Year: April 1, 2018 - March 31, 2019).

**Current Year:**

Muscular Dystrophy Canada works with donors, funders and like-minded organizations, to ensure the sustainability of our programs and services. However, Muscular Dystrophy Canada receives less than 1% of our funding from government sources and over the years, has seen a significant decline in funding from a longstanding partner. The increased competition in the charitable sector and the funding decline from our partner has meant a greater need to secure support through donations, corporations, foundations, and sponsorship.

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

A small surplus ensures revenue lines that may come in below budget, unexpected events that may affect the fundraising industry (like a natural disaster) or a recession. It also ensures extra funding for core mission activities like MDC's equipment program that may experience a higher than projected level of need for individuals impacted by neuromuscular disorders in Richmond.

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

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

<b>Personnel (Salaries and Benefits)</b>	\$9,983.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$3,060.00
<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>	\$16,315.00

Equipment Program Funding - \$13,505.00
Information support - \$1,825.00
Programs and services - \$55.00
Education - \$730.00
Research and advocacy - \$200.00

**TOTAL      \$29,358.00**

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

<b>Funder 1 Name</b> Other Foundations	<b>Amount</b>	<b>\$500.00</b>
<b>Funder 2 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Funder 3 Name</b>	<b>Amount</b>	<b>\$0.00</b>

**Amount Your Society will Provide:** **\$8,005.00**

**Total Proposed Budget:** **\$13,505.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:**            \$0

**Recommendation:** While this request is for equipment purchase, no description of the items or associated costs are provided. The City is asked for \$5,000 although other funders are only asked for \$500 for the same purpose. No Richmond partners are identified. Therefore, denial is recommended.

Staff Comments /  
Conditions:

None



**Health, Social & Safety 2020**  
**Pacific Post Partum Support Society**

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

<b>Total Expenses:</b>	387,355.00	390,210.00
<b>Annual Surplus or (Deficit):</b>	5,155.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	121,264.00	121,264.00

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

**Last Complete Year:**

We try to achieve a modest surplus annually to ensure that we have a healthy contingency fund.

**Current Year:**

Every year, we budget for a net zero accumulation with the understanding that expected funding, and in turn expenses, may increase/decrease.

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

Our goal is to have a minimum of 3-6 months worth of projected expenditures on hand along with a small amount of extra funds available for special projects, capital projects and book/manual publishing.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$2,500.00	Health, Social & Safety
2018	\$2,000.00	Health, Social & Safety
2016	\$1,550.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$7,085.00
<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>	\$645.00

Payroll processing fees

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	<b>TOTAL</b>	<b><u>\$7,730.00</u></b>
<b>Financial Assistance from Other Sources (if applicable)</b>		
<b>Funder 1 Name</b>	Vancouver Coastal Health - Richmond	<b>Amount</b> <b>\$26,871.00</b>
<b>Funder 2 Name</b>		<b>Amount</b> <b>\$0.00</b>
<b>Funder 3 Name</b>		<b>Amount</b> <b>\$0.00</b>
<b>Amount Your Society will Provide:</b>		<b><u>\$4,730.00</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$7,730.00</u></b>

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This grant will contribute to the provision of on-site child minding for mothers who attend the weekly support group for women experiencing postpartum depression or anxiety. Offering child minding for this group reduces barriers for mothers to access help. The recommendation is for the full amount requested.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2020  
Health, Social & Safety Program**

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

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

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

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

**Proposal Title:** Extreme Weather Shelter, Hospitality Meal Distribution, Friday Lunch,

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 15,630

**Richmond Residents:** 10,000

**Grant Request Summary:**

We provide nutritious meals, showers, food, clothes, and a safe and welcome place for people who might feel unwelcome in other places. The community benefits include a reduction in potential crime, break ins and theft from people who are looking for clothes and warmth. We also has professionals who come to the various programs to offer things we might take for granted like foot care and hair cuts, to nurses and medical professionals who provide medical/dental care, mental health assessments and services that are essential to addressing those issues. We have also, this year, had a number of high schools approach us who are interested in educating students about homelessness, addictions, and societal issues that many in our community struggle with.

**Richmond Services Received by Your Organization:**

We had been using Brighthouse Park for our Friday lunch, but have recently moved back to St. Albans. We've had to move tables around to accommodate our guests because our roof is leaking in a number of places. This has proven even more difficult for the community meal with the number of guests increasing, space is becoming an issue. As far as 'utilities' from our city are concerned, because of the nature of some of our clients, we have had to have RCMP come and assess the situations needing to be dealt with. We have had a number of councillors come by for various occasions, showing their support for our community and the services we offer.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	0.00	0.00
<b>Total Expenses:</b>	0.00	194,773.31
<b>Annual Surplus or (Deficit):</b>	0.00	(73,519.31)
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00



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

**Last Complete Year:**

Please see attached

**Current Year:**

Please see attached

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

The number of people we have been serving through our various programs has increased quite a bit. It should be noted that some of the expenses are included in the parish operating budget, but it is made clear in the attachment where the money has been allocated.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$15,000	Health, Social & Safety
2018	\$15,000	Health, Social & Safety
2017	\$15,315	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$16,640.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$7,800.00
<b>Utilities and Telephone</b>	\$0.00
<b>Supplies</b>	\$1,520.00
<b>Equipment</b>	\$0.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$0.00
<b>Local Travel</b>	\$2,400.00
<b>Other</b>	\$2,600.00

The Richmond Food Bank plays a huge part in the services we provide, in that most of our menus are planned around their inventory. We have other community partners who also donate food to us, but we do end up having to buy staples like condiments, cheeses, etc. Several of our volunteers are in on the assistance and are committed to the responsibility of the weekly programs that we try our best to offer a \$25 stipend weekly to show our appreciation and





**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Pathways Clubhouse  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$35,027  
**Proposal Title:** Pathways Clubhouse  
**Number Served:** 400 **Richmond Residents:** 385

**Grant Request Summary:**

The major portion of the grant is to subsidize our meal program.

**Changes that will impact grant use:**

No changes

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,295,660.00	2,176,721.00
<b>Total Expenses:</b>	2,152,231.00	2,196,920.00
<b>Annual Surplus or (Deficit):</b>	143,429.00	(20,599.00)
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

123,201 transferred to our operations as our building campaign came to an end

**Current Year:**

This is our amortization

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

n/a

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$35,027	Health, Social & Safety
2018	\$35,027	Health, Social & Safety
2017	\$34,340	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**            \$35,027

**Recommendation:**

This Multi-Year (Year 3) grant is to support the Pathway Clubhouse meal program, which provides the opportunities for members on fixed-incomes to eat healthy meals at affordable prices. The program also provides opportunities for social connection and for members to learn employment skills related to working in the restaurant industry. The recommendation is for the full amount requested.
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**Staff Comments /  
Conditions:**

None
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**Grant Application Summary for 2020  
Health, Social & Safety Program**

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

**Society: PLEA Community Services Society of British Columbia**

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

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

**Proposal Title: Taking Care of Ourselves, Taking Care of Others**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 25,000**

**Richmond Residents: 3,000**

**Grant Request Summary:**

The primary goal of our Taking Care of Ourselves, Taking Care of Others (TCO<sup>2</sup>) workshops is to give children and youth the information and practical tools they need to keep themselves and their friends safe from all forms of sexual exploitation.

TCO<sup>2</sup> workshops are unique, interactive and empowering. Our workshops are designed and delivered by young adults who use monologues, role-plays and other engaging activities to interact with children aged 10-18.

Our workshop presenters involve kids in meaningful discussions about what sexual exploitation is, how to recognize it and how to prevent it from happening to themselves and their peers. They engage kids in discussions around healthy relationships, sexual consent, and the risk factors for sexual exploitation (substance use, gang involvement etc). Workshop participants will also learn about the permanence of online activities and how to be a responsible digital citizen.

Our workshops reach young people in elementary, middle, secondary, and alternative school settings. We also provide workshops for youth groups, and youth in care or custody. Over the past few years, the Richmond School District has asked us to present our workshops to ALL schools in the city. This past year, we reached 3,669 kids through 55 workshops.

As we are the only organization in BC offering free prevention workshops, it's important to note that our workshops are the primary way we reach those who have already been sexually exploited. This past school year, disclosures increased by almost 20% over the previous school year. When we receive a disclosure, we ensure the youth receives the support/services they need to move forward.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	28,685,722.00	31,590,487.00
<b>Total Expenses:</b>	27,328,508.00	31,034,751.00
<b>Annual Surplus or (Deficit):</b>	1,357,214.00	555,736.00
<b>Accumulated Surplus or (Deficit):</b>	2,888,637.00	3,444,373.00

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

**Last Complete Year:**

Last year PLEA Community Services Society of BC operated at a 5% surplus as a result of efficiencies realized through our administration budget. This surplus was planned in order to cushion against (a) the small but inevitable fluctuations we experience in contract utilization and (b) any shortfall in exceeding our fundraising projections.

**Current Year:**

For our current fiscal year, we are budgeting a 2% surplus. This surplus is also a cushion to protect against fluctuations in contract utilization and potential shortfalls in fundraising projections.

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

PLEA pursues a strategy of asset/property ownership for long term business sustainability, as opposed to leasing and expensing all expenditures incurred annually. This leads to a large portion of our annual expenses being related to amortization, which is significantly lower than if we had 100% expensed all our purchases. The lower rate of amortization with a lot of our annual expenditures, results in an annual surplus from an accounting perspective. Our annual surplus and accumulated surplus does not properly reflect our cash/funding needs to operate our programs annually.

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

Year Amount Grant Program

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$4,797.00
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	\$203.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

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

<b>Funder 1 Name</b> Provincial Grants (Gaming & Civil Forfeiture)	<b>Amount</b> \$105,000.00
<b>Funder 2 Name</b> Municipal Grants	<b>Amount</b> 33200.00
<b>Funder 3 Name</b> Private Foundations	<b>Amount</b> 100000.00

**Amount Your Society will Provide:** \$10,452.00  
**Total Proposed Budget:** \$359,477.00

**GRANT RECOMMENDATIONS**

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

**Recommendation:** This request is to fund workshops to educate children and youth about sexual exploitation (previously operated by Children of the Street). The workshops will reach 3,000 children and youth through over 40 workshops delivered in Richmond schools. This recommendation is for the full amount requested.

Staff Comments /  
Conditions:

None





**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Richmond Addiction Services Society  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$226,860  
**Proposal Title:** Centre of Excellence in the Prevention of Substance Use, Misuse, Problem  
**Number Served:** 5,000 **Richmond Residents:** 5,000

**Grant Request Summary:**

RASS has received funding to support the City of Richmond to prevent the impacts and consequences of substance use, misuse and addiction as well as problem gambling and other addictive behaviours. We aim to delay the onset of first use by increasing the developmental assets of our community members by supporting the development of positive coping skills, decision making skills through the workshops, training sessions and awareness events in Richmond. Our collaborative programming and overall community level prevention strategies go beyond teaching coping and decision making skills as we create partnerships with other agencies to help build the social connectedness in our city. Funding from the city supports RASS to operate a professional, highly regarded and accredited set of programs and services. The target groups are children, youth, parents and seniors with culturally appropriate interventions and programs to engage, and educate our community. The benefits of our programming are seen in falling substance use rates across the community, increased community engagement and service contacts with our agency. In addition the partnerships, collaborative projects and programs illustrate the many benefits our community receives from the work being done at RASS. Examples of our collaborative and creative prevention programs are seen at the Richmond Youth Media Program at the City of Richmond Media Lab, Supporting Families Affected by Parental Mental Health and Substance Use, Overdose Prevention and Education Network which led to the Community Action Team work as well as Recovery Day Booth in 2019. Importantly, in the most recent Adolescent Health Survey in 2018 completed by McCreary Centre Society, it was reported that "students in Richmond were generally less likely to have used substances than their peers across BC. Local students who did use substances waited longer to first try tobacco or marijuana than their peers in previous years, and were less likely to engage in binge drinking."

**Changes that will impact grant use:**

There have been no material changes to the outcomes however, for the last 2 years we have been working with a specific elementary school in Richmond (Blundell Elementary) to support Leadership and Resiliency development in an "after school program." This move to a more "identified population based" focus is called secondary prevention and it has created excellent results in the short term. We will be continuing this work in 2020.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,881,549.00	1,608,538.00
Total Expenses:	1,881,549.00	1,608,220.00
Annual Surplus or (Deficit):	0.00	318.00
Accumulated Surplus or (Deficit):	47,327.00	47,645.00

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

**Last Complete Year:**

Balanced budget

**Current Year:**

Small surplus - not material

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

Surplus carried over from previous years.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$222,411	Health, Social & Safety
2018	\$217,727	Health, Social & Safety
2017	\$213,458	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$226,860

**Recommendation:**

This Multi-Year (Year 3) grant will support programming that prevents the impacts and consequences of substance use, misuse and addictions as well as problem gambling and other addictive behaviors. The recommendation is for the full amount requested.

**Staff Comments /**

**Conditions:** None



**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society: Richmond Cares Richmond Gives**

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

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

**Proposal Title: Core Operating Funding for Richmond Cares, Richmond Gives (RCRG)**

**Number Served: 180,000 Richmond Residents: 180,000**

**Grant Request Summary:**

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

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

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

As Richmond's Volunteer Centre, our activities focus on encouraging and facilitating volunteerism. We do it through our website, which is home to Richmond's most comprehensive Volunteer Opportunities Database, featuring more than 60 positions from 50+ organizations. We also offer a free Volunteer Match service, where trained Advisors – volunteers themselves – meet one-on-one with Richmond residents, and help them find a volunteer opportunity that matches their skills, interests, and schedule.

Our Information & Volunteer Centre has a broad target audience; indeed, everyone in

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

**Changes that will impact grant use:**

Please see attached for our Year 3 grant application updates.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,293,683.00	1,572,454.00
<b>Total Expenses:</b>	1,290,917.00	1,554,539.00
<b>Annual Surplus or (Deficit):</b>	2,766.00	17,915.00
<b>Accumulated Surplus or (Deficit):</b>	60,519.00	78,434.00

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

**Last Complete Year:**

For 2018-19, the organization, with help from its funders and donors, was able to meet its projected budget with a small surplus.

**Current Year:**

For 2019-20, the organization's budget is very favourable due to a large, single-year funding increase from the Ministry of Children & Family Development and a few small one-time grants.

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

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

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$41,798	Health, Social & Safety
2019	\$3,000	Professional and Program Development
2018	\$40,862	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$42,634

**Recommendation:**

This Multi-Year (Year 3) grant will support the information and volunteer centre which supports Richmond residents seeking information on community resources and the free Community Services Directory. The recommendation is for the same level plus a cost of living increase.
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**Staff Comments /  
Conditions:**

None
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**Society:** Richmond Family Place Society  
**Grant Type:** Over \$5000 Multi Year - Year 1

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

**Proposal Title:** Strong and Healthy Families

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 7,050

**Richmond Residents:** 6,950

**Grant Request Summary:**

Richmond Family Place Society (RFP) is seeking funding to support operating costs. RFP provides a wide array of preventative family support services & programs to Richmond families with children birth to 12 years. In 2019 we provided an additional new inter-generational program bringing families with young children together with isolated seniors. All programs are delivered by qualified Early Childhood Educators & Pre-Teen Workers at 14 different sites throughout Richmond. The essence of RFP is to promote community initiatives, enhance parenting skills of caregivers, provide children opportunities to learn skills they need to be successful in school & beyond, & to support the whole family, including community resource information.

Participating in RFP programs, parents feel less isolated, develop important social networks, establish a sense of belonging to their community & acquire greater level of self confidence & self-esteem. Also the addition of Inter-generational programs in 2019 have alleviated the growing divide between generations providing opportunities for young & old to learn from one another. We recognize our basic human need to connect with others plus tremendous benefits inter-generational interaction can have on whole communities. Programs bring isolated, vulnerable families (many of whom have no family Canada ) together to connect (including seniors), build connections supporting their integration into the community. Enabling participants programs to play a more active role in community; be more willing to be involved, participate in problem solving, participate in community building initiatives, care for & look after one another & have greater level of commitment to improving the community they live in.

Additionally space at Debeck is made available & accessible to other community serving agencies that benefit the health and well-being of families.

We believe strong and healthy families build strong and healthy communities.

**Richmond Services Received by Your Organization:**

In kind space for programming at the following locations:

Cambie, Steveston and Brighthouse Libraries

City Centre, Lang, Southarm and Hamilton Community Centres

Subsidized rent of Debeck House

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	873,384.00	858,942.00
<b>Total Expenses:</b>	865,949.00	852,403.00
<b>Annual Surplus or (Deficit):</b>	7,435.00	6,539.00
<b>Accumulated Surplus or (Deficit):</b>	199,475.00	206,014.00

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

**Last Complete Year:**

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

**Current Year:**

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

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

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

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

Year	Amount	Grant Program
2019	\$28,000	Health, Social & Safety
2018	\$27,000	Health, Social & Safety

2017	\$25,825	Health, Social & Safety
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**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$44,900.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$2,100.00
Supplies	\$0.00
Equipment	\$1,900.00
Photocopying	\$0.00
Program Materials	\$800.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$50,000.00</u></b>

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

Funder 1 Name	Ministry for Children and Family Development	\$412,414
Funder 2 Name	BC Gaming	\$69,000
Funder 3 Name	Immigration, refugees and citizenship Canada	\$170,000

<b>Amount Your Society will Provide:</b>	<b><u>\$65,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$862,414.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$38,560

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

**Staff Comments / Conditions:** None





**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Richmond Mental Health Consumer and Friends Society  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$10,000  
**Proposal Title:** Funding for Richmond Mental Health Consumer & Friends Society (RCFC)  
**Number Served:** 78 **Richmond Residents:** 76

**Grant Request Summary:**

The Peer Support Social Group (PSSG) has been working towards empowering and re-integrating mental health consumers into the community through volunteer work, social activities, education, and leadership. The group is open to all Richmond-based mental health consumers, who are 19 years old and over, with a specific target of mental health consumers in various stages of recovery. The group is offered in Mandarin, Cantonese, and English. Unfortunately, mental health consumers often feel isolated and shunned, and as a result withdraw from the community. With this grant we offer social and volunteer activities, and encouraging consumers to participate and help in the planning of community outings, such as going out for lunch, cooking, singing karaoke, participating in board games, watching funny videos, and going to the gym. The responsibilities of leading activities, shopping for supplies, and preparing refreshments are rotated throughout the group to promote leadership. The main goal of the program is the promotion of healthy lifestyles by participants learning to support, share, and help one another. They have been actively contributing to the City of Richmond community in a number of ways. The PSSG participates in a garden plot and donates a large part of the crop to the Richmond Food Bank. This group has helped the RCFC with its monthly mail outs and other administrative tasks. Also, the group has helped Vancouver Coastal Health's Anne Vogel Clinic by preparing harm reduction kits and assisting with other tasks. This group runs weekly, in-house and in the community. On Monday afternoons, from the Richmond Public library, the group learns computer literacy. On Wednesdays, the group runs as social activity club. On Fridays, the group runs a gardening group during the warmer months and a cooking group during the rest of the year. Together the group plans all the following month's activities and then publishes the monthly calendar. The Peer Support Social Group has given many consumers a chance to thrive in the City of Richmond by offering hope, resources, and support. The group has is run by a trained Mental Health Peer Support Worker, who works 8 hours a week for \$17.50 per hour and some volunteer support. The rest of the grant has gone directly to client services and expenses, including some small honorariums of recognition provided to participants who take on leadership and organization roles in the running of the group.

**Changes that will impact grant use:**

Over years the Richmond Mental Health Consumer and Friends Society (RCFC) has worked hard to identify and respond to the needs of our community. The Peer Support Social Group (PSSG) was originally thought to be an opportunity for our organization to

provide some much needed programming to Chinese speaking mental health consumers and a few others that needed a group to belong to. However, as the group's popularity has grown rapidly. Its unique client user base has more than double over the past few years. It has demonstrated the need for mixed use programming that allows participants to learn, volunteer, and socialize together. It has provided opportunities for group regulars to take on more responsibilities and to help run the group. On the advice of our Consumer Advisory Committee we have decided not to cap or wait list the group. If an aged 19 and older Richmond based mental health consumer wants to take part in any of the groups activities, we want them to have the opportunity join the group. However, this has led to capacity issues with our group leader only provided 8 hour of paid time, but working many unpaid hours to run the group. Cost of activities, refreshments, and program supplies have also increased greatly with increased program users. We have not been able to provide enough hours to our one paid staff. Nor are we able to provide more honorariums of recognition to participants who have stepped up to help run this group. This has been distressing to the RCFC. We proudly advocate for paid opportunities for people with lived experience of mental health issues. Yet our own staff and volunteers are not getting properly rewarded for their time and efforts. With a small amount of added funding, this highly successful group could have a much greater impact. The PSSG can provide a greater continuum of opportunities for growth and development to Richmond based mental health consumers. And also allow the group participants to become more connected to the Richmond community as a whole.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	308,938.16	317,994.00
<b>Total Expenses:</b>	287,546.98	317,994.00
<b>Annual Surplus or (Deficit):</b>	21,391.18	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

The surplus occurred in our Therapeutic Recreation Program. The program was without a coordinator for a number of months as we recruited a new one.

**Current Year:**

None expected

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

Staff changes and difficulty in staff recruitment.

**MOST RECENT PREVIOUS GRANT(S)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$5,250	Health, Social & Safety
2018	\$5,000	Health, Social & Safety
2017	\$3,841	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$5,355

**Recommendation:**

This Multi-Year (Year 3) grant is to support the operations of a Peer Support Social Group, which aims to empower and re-integrate people who struggle with mental health into the community through volunteer work, social activities, education, and leadership opportunities. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Richmond Multicultural Community Services

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

**Grant Request:** \$20,000

**Proposal Title:** Multicultural Richmond

**Number Served:** 5,000 **Richmond Residents:** 4,000

**Grant Request Summary:**

The City grant will be used to subsidize administrative positions and support the core operating functions of RMCS maximizing organizational capacity and allowing us to:

identify and meet the unique needs of the growing immigrant and refugee communities of Richmond, assist newcomers with their settlement and integration process; assist newcomers to become familiar with Canadian Culture and become contributing members of the community; develop new cohesive programs and services in partnership with community organizations; develop strategies to assist the City of Richmond to become more welcoming and inclusive of newcomers; and provide diversity and cross-cultural education and awareness. All these activities will work towards realizing the vision "For the City of Richmond to be the most appealing, livable, and well managed community in Canada"

**Changes that will impact grant use:**

n/a

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	614,073.00	520,475.00
<b>Total Expenses:</b>	736,605.00	500,475.00
<b>Annual Surplus or (Deficit):</b>	122,532.00	20,000.00
<b>Accumulated Surplus or (Deficit):</b>	(22,617.00)	(2,617.00)

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

**Last Complete Year:**

we have had a change in funding structure that led to this deficit and we anticipate it balancing out within the year.

**Current Year:**

we anticipate balancing last year's deficit.

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

we have had a change in funding structure that led to this deficit as well as a lease that ended 6 months after its funding ended. We anticipate it balancing out within the year.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$12,500	Health, Social & Safety
2018	\$12,000	Health, Social & Safety
2017	\$10,976	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$12,750

**Recommendation:**

This Multi-Year (Year 3) grant will support administrative positions and support the core funding of programs to support immigrant and refugee communities in Richmond and assist newcomers with settlement and integration to become contributing members of the community. This recommendation is for the same level plus the cost of living increase.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Richmond Society for Community Living

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

**Grant Request:** \$15,500

**Proposal Title:** Family Resource Program

**Number Served:** 5,000 **Richmond Residents:** 5,000

**Grant Request Summary:**

Richmond Society for Community Living (RSCL) is the largest provider of services for people with developmental disabilities in the City of Richmond. RSCL programs and services support more than 1000 infants with special needs, and children and adults with developmental disabilities to participate and contribute fully as valued members in the community. RSCL offers supports for their families to navigate a complicated system of funding and care. RSCL offers awareness initiatives to schools, community groups and local businesses which help to create a more inclusive community and improve everyday life for everybody in Richmond.

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

The Family Resource Program responds to requests from the community including inquiries from residents who are new to the community. Workshops, information sessions, and special events such as the annual Family Picnic and the Children's Holiday party allow families to connect and create natural support networks.

Through the program health care partners and other social service providers in Richmond are able to communicate with one person who can facilitate connection for families to specialized and generic services and supports. This creates efficiency in the referral process among organizations and consistency for families who require multiple forms of support.

**Changes that will impact grant use:**

There are no changes to grant funds use.

**FINANCIAL INFORMATION**

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	17,033,471.62	16,407,057.47
Total Expenses:	16,932,553.54	16,407,057.47
Annual Surplus or (Deficit):	100,918.08	0.00
Accumulated Surplus or (Deficit):	247,770.00	247,770.00

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

**Last Complete Year:**

The annual surplus was related to the sale of property and will be held in capital reserves for future investment.

**Current Year:**

There is no anticipated surplus/deficit for the current year.

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

Accumulated surplus is being held in capital reserves in anticipation of future expenditures including renovations for program space, vehicle purchases and building repairs or purchase.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$15,500	Health, Social & Safety
2019	\$3,500	Child Care Capital
2019	\$5,000	Child Care Capital

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$15,500

**Recommendation:**

This Multi-Year (Year 2) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for the full amount requested.

**Staff Comments /**

**Conditions:**

None





N/A

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$1,500.00	Health, Social & Safety
2017	\$500.00	Health, Social & Safety
2016	\$0.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	<b>\$0.00</b>
<b>Consultant Services</b>	<b>\$0.00</b>
<b>Volunteer Support (e.g. expenses, recognition)</b>	<b>\$500.00</b>
<b>Office Rent or Mortgage</b>	<b>\$220.00</b>
<b>Utilities and Telephone</b>	<b>\$84.00</b>
<b>Supplies</b>	<b>\$145.00</b>
<b>Equipment</b>	<b>\$0.00</b>
<b>Photocopying</b>	<b>\$0.00</b>
<b>Program Materials</b>	<b>\$0.00</b>
<b>Local Travel</b>	<b>\$201.00</b>
<b>Other</b>	<b>\$3,850.00</b>

speech therapy	880
physical therapy	910
music therapy	630
yoga therapy	1430
volunteer appreciation	500

**TOTAL      \$5,000.00**

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

<b>Funder 1 Name</b> CIBC	<b>Amount</b> <b>\$1,000.00</b>
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<b>Funder 2 Name</b>	Richmond Firefighters Society	<b>Amount</b>	<b>1000.00</b>
<b>Funder 3 Name</b>		<b>Amount</b>	<b>\$0.00</b>
<b>Amount Your Society will Provide:</b>			<b><u>\$2,500.00</u></b>
<b>Total Proposed Budget:</b>			<b><u>\$9,500.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$2,030

**Recommendation:**

This grant request is to support a weekly support group for Stoke survivors for education workshops, instructors, recreation programs to maintain their level of independence for as long as possible. This recommendation is for an increased level.
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**Staff Comments / Conditions:**

None
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**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Richmond Women's Resource Centre  
**Grant Type:** Over \$5000 Multi Year - Year 2  
**Grant Request:** \$41,000  
**Proposal Title:** Richmond Women's Resource Centre - Women Support Services Program  
**Number Served:** 7,000 **Richmond Residents:** 7,000

**Grant Request Summary:**

Richmond Women's Resource Centre is the only women's centre in Richmond. Our mission statement is: "To provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential."

**Deliveries:** The Centre offers programs and services such as English conversation and English Writing, Single Mothers Support Group, Computer Training, Peer Support, Information and Referral services, French-speaking Women's Group, Community Volunteer Income Tax Program, Grandmothers Support Group, Hot Ink Creative Writing for Girls, Work Ready and Richmond Shares. Some of these services take place daily, some weekly, bi-weekly, monthly, or only at certain times of the year, for example, the Community Volunteer Income Tax Program takes place during the tax season every year.

**Activities:** Each program has activities tailored to achieve specific goals, to meet the needs of certain groups of women. There are classes, workshops, meetings, one-on-one tutorials, appointments, drop-ins and field-trips. They all aim to provide a safe, comfortable environment for women to learn, to improve their skills, to share experiences, and to find support so that they can better function in the community.

**Community benefit:** Empowering women by providing information and referral services, encouragement, education, and training so they are better equipped to make decisions in their own lives; provide a safe place for women to come and share their experiences and celebrate their achievements; work with other organizations in the community to provide services and address issues for women. The program is open to all women regardless of age, ability, ethnicity, religion, income, or sexual orientation. Our Centre and classrooms are wheelchair accessible.

**Changes that will impact grant use:**

The general grant use will remain the same.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

Last Complete Year

**GP - 230**

		<u>Proposed Year</u>
Total Revenue:	143,098.00	158,700.00
Total Expenses:	146,698.00	158,700.00
Annual Surplus or (Deficit):	(3,600.00)	0.00
Accumulated Surplus or (Deficit):	36,583.00	0.00

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

**Last Complete Year:**

The deficit was caused by a delay in receiving a donation due to some technical difficulties on electronic funds transfer.

**Current Year:**

We budgeted a balanced budget for the current year.

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

The accumulated surplus is the result of the following endeavor: the Board continues to work diligently to organize fundraising events such as the annual International Women's Day Breakfast Fundraiser which was well-attended. Also, as a cost cutting measure, the Board made the difficult decision to close the Centre during summer months. An accumulated surplus is desirable for stability due to uncertainty in funding and revenue.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$25,000	Health, Social & Safety
2018	\$24,000	Health, Social & Safety
2017	\$20,420	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$26,000

**Recommendation:** This Multi-Year (Year 2) grant will support women's programs and services, including skills training, English conversation and peer support groups designed to empower women and help them obtain needed assistance. The recommendation is for an increased level.

**Staff Comments /**

**Conditions:**

None



**Grant Application Summary for 2020  
Health, Social & Safety Program**

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

**Society:** Touchstone Family Association

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

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

**Proposal Title:** Street Smarts Program

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 40

**Richmond Residents:** 40

**Grant Request Summary:**

A community based program for at risk youth called "StreetSmarts" was established in the community of Richmond in 2008. Many of the youth connected to the program self-identified as having peripheral involvement or being vulnerable to gangs. The aim of the program is to support youth to develop protective factors by providing mentorship through one to one services as well as small group work in order to build resiliency and increase positive leadership attributes.

**Richmond Services Received by Your Organization:**

Touchstone operates the Richmond Restorative Justice Program on behalf of the City through the Community Law and Safety budget for \$95,000.00 per year.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	3,651,069.00	3,619,259.00
<b>Total Expenses:</b>	3,539,136.00	3,577,806.00
<b>Annual Surplus or (Deficit):</b>	111,933.00	41,453.00
<b>Accumulated Surplus or (Deficit):</b>	411,484.00	534,706.00

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

**Last Complete Year:**

The surplus was in wages do to multiple staff being on maternity leave.

**Current Year:**

The expectation is for a balanced budged with a small surplus

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

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2019	\$5,000.00	Health, Social & Safety
2018	\$5,000.00	Health, Social & Safety
2017	\$5,000.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

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

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

<b>Funder 1 Name</b> Betty Averbach Foundation	<b>Amount</b>	<b>\$10,000.00</b>
<b>Funder 2 Name</b> Coast Capitol	<b>Amount</b>	<b>\$30,000.00</b>
<b>Funder 3 Name</b> Ministry of Justice	<b>Amount</b>	<b>\$40,000.00</b>

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

**Total Proposed Budget:** **\$100,000.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

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

**Staff Comments /  
Conditions:**

None





**Multi-Year Grant Application for 2020  
Health, Social & Safety Program**

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

**Society:** Turning Point Recovery Society

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

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

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

**Number Served:** 150 to 200 **Richmond Residents:** 150 to 200

**Grant Request Summary:**

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

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

We are requesting an increase in funding this year to offset increasing costs due to numbers served and need for additional programming and services at the center.

**Changes that will impact grant use:**

There have been no significant changes to operations at the Drop-in/Resource Centre

with the exception that we exceeded our expected number of visitors projected in our grant last year - serving 150 vs 100. Of the 150 served, all were Richmond residents, clearly indicating the continued need for this critical social service.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	3,205,594.00	3,126,303.00
Total Expenses:	3,023,626.00	3,367,622.00
Annual Surplus or (Deficit):	181,968.00	(241,319.00)
Accumulated Surplus or (Deficit):	0.00	0.00

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

**Last Complete Year:**

Turning Point received subsidy funding at the end of 2017-18 that was deferred. In 2018 -19, this funding was actualized on our financial statements which resulted in a misleading surplus. This was not representative of our cash position at FYE.

**Current Year:**

At the beginning of the FY Turning Point projected a deficit budget due to the need to increase staffing levels in our residential programs to meet the needs of our increasingly complex clients and to respond to the opioid crisis. It is anticipated that through fundraising efforts and continuing discussions with our funding partners, that we should have a balanced statement at the end of the FY.

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

Turning Point does not carry accumulated deficits or surpluses.

**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2019	\$8,500	Health, Social & Safety
2018	\$7,000	Health, Social & Safety
2017	\$6,000	Health, Social & Safety

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This Multi-Year (Year 3) request is to support and enhance the current operations of the Drop-in Centre. The purpose of the Drop-in Centre is to provide a safe and supportive meeting place for Richmond residents who may be experiencing homelessness and to meet their essential needs including food, day-time shelter and social connection. In addition, on-site outreach workers provide referrals to other supportive programs. The recommendation is for the full amount requested.

**Staff Comments /  
Conditions:**

None

**City of Richmond**

**2020 Grant Program Guidelines**

**For**

**Health, Social & Safety**

**and**

**Parks, Recreation & Community Events**

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## 1. Overview

### (i) City Grant Policy

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

### (ii) Purpose

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

### (iii) Principles

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

### (iv) Goal

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

### (v) Objectives

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

## 2. Program Funding

### (i) Base Program Funding

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

### (ii) Annual Cost of Living Increase

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

### (iii) Unused Program Funds

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

### 3. Definitions

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

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

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

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

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

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

### 4. Eligibility

**(i) Who is Eligible**

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

**(ii) Who Cannot Apply**

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

**(iii) Purposes Eligible for Funding**

Grants may be used for the following purposes:

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

**(iv) Items Eligible For Funding**

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

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

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

The following items will not be funded:

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

**(vi) Grant Limitations**

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

## **5. Application Assessment Criteria**

**(i) Key Assessment Criteria**

To be considered eligible, all proposals must demonstrate that:

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



**(ii) Assessment Considerations**

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

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

**(iii) Less Favourably Considered Applications**

Less favoured applications are those which:

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

**(iv) Financial Statements**

Applicants must submit:

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

**(v) User Pay Principle**

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

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

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

## 6. The Grant Review Process

### (i) The Grant Review Process

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

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

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

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

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

### (iii) Application Deadline

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

### (iv) Late Applications

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

### (v) Staff Review

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

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

### (vi) General Purposes Committee Review

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

## 7. Awarding of Grants

### (i) Council Decision

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

### (ii) Grant Disbursement

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

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

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

### (iv) Recuperation of Grant

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

### (v) No Appeal

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

## 8. Further Information

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



**City Grant Policy**

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

It is Council Policy that:

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