City of Richmond

Agenda

City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, February 9, 2026
7:00 p.m.

Pg. # ITEM

MINUTES

1. ***Motion to:***

CNCL-12 ***(1) adopt the minutes of the Regular Council meeting held on January 26, 2026; and***

CNCL-21 ***(2) adopt the minutes of the Special Council meeting held on February 2, 2026.***

AGENDA ADDITIONS & DELETIONS

Appointment to the First Nations Building Committee.

COMMITTEE OF THE WHOLE

2. ***Motion to resolve into Committee of the Whole to hear delegations on agenda items.***

3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 20.

4. ***Motion to rise and report.***

RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2026 Community Mural Program Projects
- Volunteer Management Strategy – Guiding Principles
- Award Of Contract 8523Q – Microsoft Subscriptions And Licensing With Teams
- 2026 Arts And Culture Grants
- 2026 Environmental Enhancement And Food Security Grants
- 2026 Child Care Grants
- Revenue Anticipation Borrowing (2026) Bylaw No. 10738
- Richmond Seniors Advisory Committee 2025 Annual Report and 2026 Work Program
- Richmond Intercultural Advisory Committee 2025 Annual Report and 2026 Work Program
- Cultural Harmony Plan 2024-2025 Highlights Report

Pg. # ITEM

5. ***Motion to adopt Items No. 6 through No. 16 by general consent.***

Consent Agenda Item

6. **COMMITTEE MINUTES**

That the minutes of:

CNCL-24 ***(1) the Parks, Recreation and Cultural Services Committee meeting held on January 27, 2026;***

CNCL-31 ***(2) the General Purposes Committee meeting held on February 2, 2026;***

CNCL-38 ***(3) the Finance and Audit Committee meeting held on February 2, 2026; and***

CNCL-40 ***(3) the Planning Committee meeting held on February 3, 2026;***

be received for information.

Consent Agenda Item

7. **2026 COMMUNITY MURAL PROGRAM PROJECTS**
(File Ref. No. 11-7000-09-20-255) (REDMS No. 8214349)

CNCL-44

See Page **CNCL-44** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the 2026 Community Mural Program Projects as presented in the report titled "2026 Community Mural Program Projects", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved.

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Consent Agenda Item

8. **VOLUNTEER MANAGEMENT STRATEGY – GUIDING PRINCIPLES**
(File Ref. No. 01-0370-20-006) (REDMS No. 8152829)

CNCL-66

See Page **CNCL-66** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the guiding principles, as detailed in the report titled "Volunteer Management Strategy – Guiding Principles", dated January 5, 2026, from the Director, PRC Planning and Strategic Initiatives, be approved and used to inform the strategic directions and actions of the new five-year Volunteer Management Strategy.

Consent Agenda Item

9. **AWARD OF CONTRACT 8523Q – MICROSOFT SUBSCRIPTIONS AND LICENSING WITH TEAMS**
(File Ref. No. 04-1300-01) (REDMS No. 8275682)

CNCL-71

See Page **CNCL-71** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That Contract 8523Q – Microsoft Subscriptions and Licensing with Teams be awarded to Econix Infotech Ltd. for a three-year term for an estimated value of $2,866.268.52,excluding taxes as described in the report titled "Award of Contract 8523Q – Microsoft Subscriptions and Licensing with Teams" dated January 8, 2026, from the Director, Information Technology; and

(2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contracts and all related documentation with Econix Infotech Ltd.

Pg. # ITEM

Consent Agenda Item

10. **2026 ARTS AND CULTURE GRANTS**
(File Ref. No. 11-7144-01) (REDMS No. 8245108)

CNCL-74

See Page **CNCL-74** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the Arts and Culture Grants be awarded for the total recommended amount of $132,380, as identified in the report titled "2026 Arts and Culture Grants", dated January 12, 2026, from the Director, Arts, Culture and Heritage; and

(2) That the grant funds be disbursed accordingly, following Council approval.

Consent Agenda Item

11. **2026 ENVIRONMENTAL ENHANCEMENT AND FOOD SECURITY GRANTS**
(File Ref. No. 03-1085-07) (REDMS No. 8257870)

CNCL-145

See Page **CNCL-145** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the Environmental Enhancement and Food Security Grants be awarded for the total recommended amount of $68,178, as identified in the report titled "2026 Environmental Enhancement and Food Security Grants", dated January 12, 2026, from the Director, Parks Services; and

(2) That the grant funds be disbursed accordingly, following Council approval.

Consent Agenda Item

12. **2026 CHILD CARE GRANTS**
(File Ref. No. 03-1085-01) (REDMS No. 8203333)

CNCL-448

See Page **CNCL-448** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the 2026 Child Care Capital Grants be awarded for the total recommended amount of $46,295.05 as identified in the report titled "2026 Child Care Grants", dated January 16, 2026, from the Director, Community Social Development; and

(2) That the grant funds be disbursed accordingly following Council approval.

Consent Agenda Item

13. **REVENUE ANTICIPATION BORROWING (2026) BYLAW NO. 10738**
(File Ref. No. 03-0900-01) (REDMS No. 8267465)

CNCL-490 See Page **CNCL-490** for full report

FINANCE AND AUDIT COMMITTEE RECOMMENDATION

That Revenue Anticipation Borrowing (2026) Bylaw No. 10738 be introduced and given first, second and third readings.

Consent Agenda Item

14. **RICHMOND SENIORS ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 08-4055-01) (REDMS No. 8255327)

CNCL-494 See Page **CNCL-494** for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That the Richmond Seniors Advisory Committee's 2025 Annual Report, as outlined in the report titled, "Richmond Seniors Advisory Committee 2025 Annual Report and 2026 Work Program", dated January 15, 2026, from the Director, Community Social Development, be received for information; and

(2) That the Richmond Seniors Advisory Committee's 2026 Work Program be approved.

Consent Agenda Item

15. **RICHMOND INTERCULTURAL ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 07-3300-01) (REDMS No. 8244991)

CNCL-505

See Page **CNCL-505** for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That the Richmond Intercultural Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Intercultural Advisory Committee 2025 Annual Report and 2026 Work Program", dated January 15, 2026, from the Director, Community Social Development, be received for information; and

(2) That the Richmond Intercultural Advisory Committee's 2026 Work Program be approved.

Consent Agenda Item

16. **CULTURAL HARMONY PLAN 2024-2025 HIGHLIGHTS REPORT**
(File Ref. No. 07-3300-01) (REDMS No. 8241610)

CNCL-516

See Page **CNCL-516** for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That the Cultural Harmony Plan 2024–2025 Highlights Report as outlined in the report titled, "Cultural Harmony Plan 2024–2025 Highlights Report", dated January 16, 2026, from the Director Community Social Development, be received for information; and

(2) That the Cultural Harmony Plan 2024–2025 Highlights Report be posted on the City website and distributed to key partners, local Members of Parliament and the Legislative Assembly, and federal and provincial ministries related to multiculturalism, immigration and anti-racism.

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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Pg. # ITEM

NON-CONSENT AGENDA ITEMS

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE

Councillor Michael Wolfe, Chair

17. **FIRST NATIONS BUILDING COMMITTEE TERMS OF REFERENCE AND REFERRAL RESPONSE**
(File Ref. No. 11-7000-01) (REDMS No. 8266114)

CNCL-562

See Page **CNCL-562** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

Opposed: Cllr. Wolfe

That the First Nations Building Committee Terms of Reference, as detailed in the report titled "First Nations Building Committee Terms of Reference and Referral Response", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved, provided that the Musqueam Indian Band be invited to be a voting member of the First Nations Advisory Committee.

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

Pg. # ITEM

18. **2026 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**
(File Ref. No. 03-1085-01) (REDMS No. 8141733)

CNCL-576

See Page **CNCL-576** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the 2026 Parks, Recreation and Community Events Grants be awarded for the total recommended amount of $127,862, as identified in the report titled "2026 Parks, Recreation and Community Events Grants", dated January 12, 2026, from the Director, PRC Planning, Strategic Initiatives, Director, Parks Services, and the Director, Recreation and Sport Services; and

(2) That the grant funds be disbursed accordingly, following Council approval.

19. **2026 HEALTH, SOCIAL AND SAFETY GRANTS**
(File Ref. No. 08-4055-01) (REDMS No. 8227458)

CNCL-673

See Page **CNCL-673** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

(1) That the 2026 Health, Social and Safety Grants be awarded for the total recommended amount of $516,908 as identified in the report titled "2026 Health, Social and Safety Grants", dated January 20, 2026 from the Director, Community Social Development, including an addition of $10,000 to the Richmond 55+sers Wellness and Fitness Society; and

(2) That the grant funds be disbursed accordingly following Council approval.

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-807 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10574**
(Two-Unit Dwellings (ZD9) – Williams Road (Steveston))
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-812 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10734**
(12871, 12873, 12875 Railway Avenue, RZ 25-029406)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-815 Demolition Waste and Recyclable Materials Bylaw No. 9516, Amendment **Bylaw No. 10664**
Opposed at 1st/2nd/3rd Readings – Cllr. Loo

CNCL-827 Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment **Bylaw No. 10717**
Opposed at 1st/2nd/3rd Readings – Cllr. Loo

CNCL-829 Richmond Official Community Plan Bylaw 9000, Amendment **Bylaw 10724**
(OCP Update)
Opposed at 1st Reading – Cllrs. Day and Hobbs
Opposed at 2nd/3rd Readings – Cllr. Hobbs

CNCL-992 Richmond Official Community Plan Bylaw 9000, Amendment **Bylaw 10725** (Environmentally Sensitive Areas Update)
Opposed at 1st Reading – Cllrs. Day and Hobbs
Opposed at 2nd/3rd Readings – Cllr. Hobbs

DEVELOPMENT PERMIT PANEL

20. RECOMMENDATION

See DPP Plan Package (distributed separately) for full hardcopy plans

CNCL-1010

CNCL-1012

(1) That the Chair's reports for the Development Permit Panel meetings held on May 28, 2025 and July 16, 2025, be received for information; and

(2) That the recommendations of the Panel to authorize the issuance of:

(a) Development Permit (DP 24-043129) for the property at 8460 Alexandra Road,

(b) Development Permit (DP 24-049965) for the properties at 5120 and 5140 Williams Road,

be endorsed, and the Permits so issued.

ADJOURNMENT

City of Richmond

Minutes

Regular Council

Monday, January 26, 2026

Place:	Council Chambers Richmond City Hall
Present:	Mayor Malcolm D. Brodie Councillor Carol Day Councillor Laura Gillanders (entered the meeting at 7:35 p.m. by teleconference) Councillor Kash Heed Councillor Andy Hobbs Councillor Alexa Loo Councillor Bill McNulty Councillor Michael Wolfe Corporate Officer – Claudia Jesson
Absent:	Councillor Chak Au
Call to Order:	Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

MINUTES

R26/2-1 1. It was moved and seconded
That:

(1) the minutes of the Regular Council meeting held on January 12, 2026, be adopted as circulated;

(2) the minutes of the Special Council meeting held on January 19, 2026, be adopted as circulated; and

(3) the minutes of the Regular Council meeting for Public Hearings held on January 19, 2026, be adopted as circulated.

CARRIED

1.

Regular Council
Monday, January 26, 2026

AGENDA ADDITIONS AND DELETIONS

R26/2-2 It was moved and seconded
That an amendment be made to Item No. 7 "Community Safety Committee Motion", to revise the motion to replace the words "Vancouver Coastal Health" with "Medical Health Officer for Richmond".

CARRIED

PRESENTATION

Nancy Small, CEO, Tourism Richmond, presented the Excellence Award for Innovation to the City of Richmond for the Heritage Boat Restoration Program at Britannia Shipyards National Historic Site.

Mayor Brodie expressed appreciation to Tourism Richmond and highlighted the City's partnership with the organization.

COMMITTEE OF THE WHOLE

R26/2-3 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:04 p.m.).

CARRIED

3. Delegations from the floor on Agenda items – None.

R26/2-4 4. It was moved and seconded
That Committee rise and report (7:05 p.m.).

CARRIED

Regular Council
Monday, January 26, 2026

CONSENT AGENDA

R26/2-5 5. It was moved and seconded
That Items No. 6 through No. 13 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

(1) the Community Safety Committee meeting held on January 13, 2026;

(2) the General Purposes Committee meeting held on January 19, 2026; and

(3) the Planning Committee meeting held on January 20, 2026;

be received for information.

ADOPTED ON CONSENT

7. **COMMUNITY SAFETY COMMITTEE MOTION**
(File Ref. No. 01-0151-01; 01-0150-20-HEAL1-01) (REDMS No.)

That a letter be sent to the Provincial Health Officer and Medical Health Officer for Richmond requesting information, on a monthly basis, on the overdoses and deaths from overdoses in Richmond.

ADOPTED ON CONSENT

8. **AWARD OF CONTRACT – 8490P SUPPLY AND DELIVERY OF COMPUTER EQUIPMENT AND RELATED SERVICES**
(File Ref. No. 03-1000-20-8490) (REDMS No. 8254315, 8300607)

(1) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the initial five-year contract, up to the maximum total term of seven years, for the maximum total amount of $3,748,680, as described in the report titled "Award of Contract – Supply and Delivery of Computer Equipment and Related Services" dated December 19, 2025, from the Director, Information Technology; and

(2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute Contract 8490P Supply and Delivery of Computer Equipment and Related Services and all related documentation with 341234 BC Ltd. (Microserve).

ADOPTED ON CONSENT

9. **APPLICATION BY VANCOUVER COASTAL HEALTH AUTHORITY FOR A TEMPORARY COMMERCIAL USE PERMIT AT 5768 MINORU BOULEVARD**
(File Ref. No. 08-4105-20- TU 25-029652) (REDMS No. 8257148, 8258842)

(1) That the application by Vancouver Coastal Health Authority for a Temporary Commercial Use Permit for the property at 5768 Minoru Boulevard, to allow "Parking, non-accessory" as a permitted use, be considered for a period of three years from the date of issuance; and

(2) That this application be forwarded to the February 17, 2025, Public Hearing at 5:30pm in the Council Chambers of Richmond City Hall.

ADOPTED ON CONSENT

10. **RICHMOND YOUTH ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 01-0100-30-RYAD1-01) (REDMS No. 8248798, 8248721, 8248803)

(1) That the Richmond Youth Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Youth Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be received for information; and

(2) That the Richmond Youth Advisory Committee's 2026 Work Program be approved.

ADOPTED ON CONSENT

11. **RICHMOND SOCIAL DEVELOPMENT ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 01-0100-30-RSDA1-01) (REDMS No. 8225073, 8217271, 8218047)

(1) That the Richmond Social Development Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Social Development Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be endorsed; and

(2) That the Richmond Social Development Advisory Committee's 2026 Work Program be approved.

ADOPTED ON CONSENT

12. **APPLICATION BY HAVEN CRAFT HOMES LTD. FOR REZONING AT 8560 HEATHER STREET FROM "SMALL-SCALE MULTI-UNIT HOUSING (RSM/M)" ZONE TO "SMALL-SCALE MULTI-UNIT HOUSING (RSM/S)" ZONE**
(File Ref. No. 12-8060-20-010730, RZ 24-049110) (REDMS No. 8230084, 8244710, 8246745)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10730, for the rezoning of 8560 Heather Street from "Small-Scale Multi-Unit Housing (RSM/M)" to "Small-Scale Multi-Unit Housing (RSM/S)" zone, be introduced and given first, second and third reading.

ADOPTED ON CONSENT

13. **APPLICATION BY CITY OF RICHMOND FOR REZONING AT 12871, 12873, 12875 RAILWAY AVENUE FROM "LOW DENSITY TOWNHOUSES (RTL1)" ZONE TO "MEDIUM DENSITY LOW RISE APARTMENTS (RAM1)" ZONE**
(File Ref. No. 12-8060-20-010734, RZ 25-029406) (REDMS No. 8251599, 8257935)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10734, to amend the "Medium Density Low Rise Apartments (RAM1)" zone, and to rezone 12871, 12873, 12875 Railway Avenue from "Low Density Townhouses (RTL1)" zone to "Medium Density Low Rise Apartments (RAM1)" zone, be introduced and given first, second and third reading.

ADOPTED ON CONSENT

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE
Mayor Malcolm D. Brodie, Chair

14. **PROPOSED UPDATE TO RICHMOND'S DEMOLITION WASTE AND RECYCLABLE MATERIALS BYLAW NO. 9516 TO INCREASE DIVERSION**
(File Ref. No. 12-8060-20-010664; 12-8060-20-010717; 10-6125-07-04) (REDMS No. 8206701, 8215474, 8166219)

Discussion ensued regarding (i) demolition waste diversion requirements, with the City exceeding diversion targets and achieving high compliance, (ii) the proposed implementation plan, including ongoing engagement, education, support, and collaboration with industry stakeholders, (iii) the proposed fee structure, including an administrative fee for unclaimed securities, (iv) feedback from stakeholders, (v) zero cost impact to developers and single-family homeowners, and (vi) the proposed one-year lead time and phased approach to the diversion target, including effective dates of the bylaw amendments, beginning January 2027.

R26/2-6 It was moved and seconded

(1) That each of the following bylaws be introduced and given first, second and third readings:

(a) Demolition Waste and Recyclable Materials Bylaw No. 9516, Amendment Bylaw No. 10664;

(b) Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717; and

(2) That the implementation plan as outlined in the report titled "Proposed Update to Richmond's Demolition Waste and Recyclable Materials Bylaw No. 9516 to Increase Diversion", dated December 4, 2025, from the Director, Climate and Environment, be approved.

CARRIED
Opposed: Cllr. Loo

LAW AND COMMUNITY SAFETY DIVISION

15. **APPROVAL TO COMMENCE COURT PROCEEDINGS CHALLENGING THE ORDER OF THE INFORMATION AND PRIVACY COMMISSIONER – PUBLIC SAFETY CAMERA SYSTEM PROGRAM**
(File Ref. No. 10-6450-07-07) (REDMS No. 8295045, 8295967, 7720731, 7775341, 7867174, 7585235, 7901359, 7991006, 8010220)

R26/2-7 It was moved and seconded
That the commencement of Court proceedings in the Supreme Court of British Columbia seeking to judicially review and quash and set aside the Order of the Information and Privacy Commissioner dated January 14, 2026, and seeking necessary Court declarations confirming the legality of the City of Richmond's Public Safety Camera System Program, be approved.

The question on Resolution R26/2-7 was not called as discussion ensued regarding (i) the ten priority intersections included in Phase 1 for the Public Safety Camera System (PSCS) implementation, (ii) the functionality of the PSCS cameras, which would record passively and not be actively monitored in real-time, (iii) the use of public safety cameras in other municipalities, (iv) the critical importance of public safety and the need to pursue a judicial review of the January 14, 2026 Order of the Information and Privacy Commissioner to ensure the continuation and lawful implementation of the PSCS Program, (v) costs incurred to date for the PSCS Program and the need to resolve the program's legality before further implementation, (vi) concerns related to costs and potential impacts to taxpayers, as well as reliance on technology, and (vii) the use of public safety cameras to assist in solving crimes.

Councillor Gillanders entered the meeting (7:35 p.m.) by teleconference.

Further discussion ensued regarding (i) parameters of the PSCS field testing, including how footage can be utilized or obtained, (ii) the use of the PSCS to assist with enforcement and solving crimes, and its potential role in deterring criminal activity, and (iii) privacy and security concerns.

The question on Resolution R26/2-7 was then called and it was **CARRIED** with Cllrs. Gillanders and Wolfe opposed.

PUBLIC ANNOUNCEMENTS

Mayor Brodie announced that:

Trustee Rod Belleza was appointed as the Richmond School Board liaison to the Richmond Child Care Development Advisory Committee for a one-year term to expire on December 31, 2026, with Trustee Debbie Tablotney as the alternate.

Regular Council
Monday, January 26, 2026

Councillor Chak Au has submitted his resignation as a Richmond City Councillor, effective February 1, 2026. Councillor Au has served on Council since 2011 and will continue his work as a Member of Parliament for the British Columbia riding of Richmond Centre–Marpole. At the January 19, 2026 Special Council meeting, Council approved a motion that mandates that the City will forego a by-election in the event of a Councillor's resignation. As a result, a by-election will not be held to fill the vacancy created by Councillor Au's resignation, avoiding the significant cost of a by-election.

BYLAWS FOR ADOPTION

R26/2-8 It was moved and seconded
That the following bylaws be adopted:

Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10726; and

Consolidated 5 Year Financial Plan (2026-2030) Bylaw No. 10727.

CARRIED

ADJOURNMENT

R26/2-9 It was moved and seconded
That the meeting adjourn (7:56 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, January 26, 2026.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

City of Richmond

Minutes

Special Council
Monday, February 2, 2026

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:00 p.m.

RES NO. ITEM

Mayor Brodie recessed the meeting at 4:01 p.m. for the Open and Closed General Purposes and Open Finance Committee meetings.

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The meeting reconvened at 5:47 p.m. following the Open and Closed General Purposes Committee and Open Finance Committee meetings, with all members of Council present.

Special Council
Monday, February 2, 2026

RES NO. ITEM

GENERAL PURPOSES COMMITTEE

1. **DIRECTION TO PREPARE A ZONING AMENDMENT PROHIBITING CERTAIN ODOUR GENERATING INDUSTRIAL USES**
(File Ref. No. 08-4430-03-01) (REDMS No. 8295574)

SP26/2-1 It was moved and seconded

(1) That in accordance with section 463(2) of the Local Government Act, the City hereby begins the preparation of an amendment to Richmond Zoning Bylaw 8500 to prohibit, throughout the City, the use of property for open air food waste composting facilities, and for animal, fish, and food waste rendering;

(2) That pursuant to section 463 of the Local Government Act, staff bring all building permit applications to Council for such developments received more than 7 days after the passage of the resolution contemplated by Recommendation 1 of this report, to determine whether such applications are in conflict with the proposed bylaw and, if so, whether Council wishes to direct the withholding of the permit under section 463 of the Local Government Act; and

(3) That staff be directed to review additional industrial odour generating uses which require Metro Vancouver Air Quality Permits related to odour, and provide a recommendation to Council on whether any such uses should be prohibited throughout the City.

CARRIED

Special Council
Monday, February 2, 2026

RES NO. ITEM

ADJOURNMENT

SP26/2-2 It was moved and seconded
That the meeting adjourn (5:48 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, February 2, 2026.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

City of Richmond

Minutes

Parks, Recreation and Cultural Services Committee

Date:	Tuesday, January 27, 2026
Place:	Anderson Room Richmond City Hall
Present:	Mayor Malcolm D. Brodie (entered the meeting at 4:02 p.m.) Councillor Michael Wolfe, Chair Councillor Laura Gillanders Councillor Andy Hobbs Councillor Bill McNulty
Absent:	Councillor Chak Au
Also Present:	Councillor Carol Day
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on December 17, 2025, be adopted as circulated.

CARRIED

The Chair advised that the order of the agenda would be varied to consider Item No. 2 "First Nations Building Committee Terms of Reference and Referral Response" last.

PARKS, RECREATION & CULTURE DIVISION

Mayor Brodie entered the meeting (4:02 p.m.).

1. **2026 COMMUNITY MURAL PROGRAM PROJECTS**
(File Ref. No. 11-7000-09-20-255) (REDMS No. 8214349)

Staff noted that Richmond School District No. 38 will cover the expenses for the wall prepping and the anti graffiti coating for the mural at McNair Secondary School.

Discussion ensued with respect to (i) increasing funding to public art in the community, (ii) the forthcoming Arts and Culture Grants report, and (iii) maintenance of murals and the ability to keep them up after five years.

In response to queries from Committee, staff advised that (i) the Community Mural program is funded through private developer contributions to the public art program, (ii) 34 murals have been installed through the Public Art Community Mural Program, with seven more proposed for the 2026 program, and (iii) murals are typically not considered permanent - five year agreements are set with partners, after which they can choose to continue to maintain the mural or remove it.

It was moved and seconded
That the 2026 Community Mural Program Projects as presented in the report titled "2026 Community Mural Program Projects", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved.

CARRIED

2. **VOLUNTEER MANAGEMENT STRATEGY – GUIDING PRINCIPLES**
(File Ref. No. 01-0370-20-006) (REDMS No. 8152829)

In response to queries from Committee, staff advised that (i) the highest demographic of volunteers are youth under the age of 25, and then adults over the age of 55, and (ii) Community Association boards may sometimes have trouble recruiting for volunteers, but generally the volunteer program is stable.

It was moved and seconded
That the guiding principles, as detailed in the report titled "Volunteer Management Strategy – Guiding Principles", dated January 5, 2026, from the Director, PRC Planning and Strategic Initiatives, be approved and used to inform the strategic directions and actions of the new five-year Volunteer Management Strategy.

CARRIED

3. **ENGAGEMENT PLAN FOR THE MULTI-USE COVERED RECREATION AND SPORT COURT**
(File Ref. No. 06-2052-01) (REDMS No. 8266265)

Discussion ensued with respect to the multi-use covered recreation and sport court project's inclusion in the 5-Year Capital Plan.

In response to queries from Committee, staff advised that (i) public engagement will begin at the end of February and staff anticipate reporting back to Committee at the end of Q3 2026, (ii) engagement will identify needs, priorities and what is working and what is not, and (iii) the engagement plan will include outreach to informal user groups and include signage on existing courts.

It was moved and seconded
That the engagement plan for the multi-use covered recreation and sport court, as outlined in the report titled, "Engagement Plan for the Multi-Use Covered Recreation and Sport Court", dated January 5, 2026, from the Director, PRC Planning and Strategic Initiatives, be received for information.

CARRIED

4. **FIRST NATIONS BUILDING COMMITTEE TERMS OF REFERENCE AND REFERRAL RESPONSE**
(File Ref. No. 11-7000-01) (REDMS No. 8266114)

Discussion ensued with respect to (i) investigating the historical use of the building as a smokehouse, (ii) identifying the significant building features to make sure they are rebuilt correctly, (iii) involving the Musqueam Indian Band in the Committee, (iv) learning more about the First Nations Bunkhouse as the project moves forward, and (v) different restoration options explored for the building.

In response to queries from Committee, staff advised that (i) the building has been very well documented with video images and photos, (ii) as the First Nations Bunkhouse is deconstructed and salvaged, everything with be labeled and maintained, (iii) significant research on the building has been completed, and the next step following Council approval of the terms of reference is to invite the Musqueam Indian Band to join the First Nations Building Committee, (iii) to date, there has been no direct Indigenous input on the building's history or use, and more will be learned as the work moves forward, (iv) allocated grant funding will need to be used by March 2028, (v) should the proposal proceed, the building will be reconstructed to retain its aesthetics as it looks today and reintegrate original salvaged materials where possible, and (vi) the First Nations Building Committee will continue to be consulted as the project advances through detailed design and construction.

Cllr. Day shared photos taken at the Royal BC Museum in Victoria of the Britannia display (attached to and forming part of these minutes as Schedule 1) and spoke to the historic impact of the Britannia Shipyards display at the museum.

Direction was given to staff to recirculate the original Council approved resolutions related to the report "First Nations Bunkhouse Interpretive Program and Level of Service", dated January 9, 2024, prior to Council consideration of the report. (copy on file, City Clerk's Office).

It was moved and seconded
That the First Nations Building Committee Terms of Reference, as detailed in the report titled "First Nations Building Committee Terms of Reference and Referral Response", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved, provided that the Musqueam Indian Band be invited to be a voting member of the First Nations Advisory Committee.

The question on the motion was not called as discussion ensued with respect to conducting further discussions on the topic in a closed meeting. The following motion was then introduced:

It was moved and seconded
That the following motion be tabled, until after the January 26, 2026 Closed Parks, Recreation and Cultural Services Committee:

> ***"That the First Nations Building Committee Terms of Reference, as detailed in the report titled "First Nations Building Committee Terms of Reference and Referral Response", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved, provided that the Musqueam Indian Band be invited to be a voting member of the First Nations Advisory Committee.***

CARRIED

The Chair recessed the meeting at 4:33 p.m. for the Closed Parks, Recreation and Cultural Services Committee meeting.

****

The meeting reconvened at 4:53 p.m. with Mayor Brodie and Cllrs. Wolfe, Gillanders, Hobbs, McNulty and Day present.

It was moved and seconded
That the following motion be lifted from the table:

"That the First Nations Building Committee Terms of Reference, as detailed in the report titled "First Nations Building Committee Terms of Reference and Referral Response", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved provided that the Musqueam Indian Band be invited to be a voting member of the First Nations Advisory Committee.

CARRIED

The question on the motion was then called and it was **CARRIED** with Cllr. Wolfe opposed.

5. MANAGER'S REPORT

(i) Kaiwo Maru – May 2 and 3, 2026

Staff provided Committee with an update on their meeting with the Japan Agency for Maritime Education and Training for Seafarers (JMETS), highlighting that the final program for their visit has been negotiated. JMETS have confirmed they will remain docked for seven days and are unable to conduct sail drills due to safety concerns. Public ship boarding capacity and hours are approximately 50 percent lower than anticipated, with one day available for student boarding of the Kaiwo Maru. Next steps will include executing a formal agreement with the JMETS, issuing the appearance fee, and engaging a shipping agent to coordinate the details of the visit.

(ii) Richmond Celebrates Soccer

Staff advised Committee that (i) the Community Celebration grant including the Richmond Celebrates Soccer stream, is now open, (ii) viewing costs are not yes available, and (iii) the City will apply for a grant for up to $150,000 from the 2026 Community Event Support Fund.

ADJOURNMENT

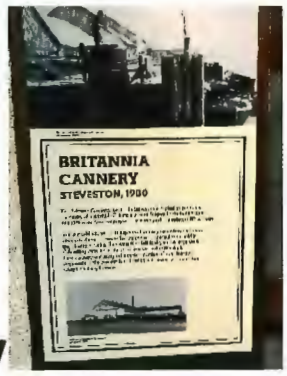
It was moved and seconded
That the meeting adjourn (5:01 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, January 27, 2026.

Councillor Michael Wolfe
Chair

Raman Grewal
Legislative Services Associate



Royal BC Museum Brittania Display

It's time to honour the indigenous stories in Richmond, and create a building where we can display artifacts and create programing that will engage the public.

Let's create some memories !! **Carol Day**

Member First Nations Building Committee

City of Richmond

Minutes

General Purposes Committee

Date: Monday, February 2, 2026

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:02 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on January 19, 2026, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **AWARD OF CONTRACT 8523Q – MICROSOFT SUBSCRIPTIONS AND LICENSING WITH TEAMS**
(File Ref. No. 04-1300-01) (REDMS No. 8275682)

It was moved and seconded
(1) That Contract 8523Q – Microsoft Subscriptions and Licensing with Teams be awarded to Econix Infotech Ltd. for a three-year term for an estimated value of $2,866.268.52, excluding taxes as described in the report titled "Award of Contract 8523Q – Microsoft Subscriptions and Licensing with Teams" dated January 8, 2026, from the Director, Information Technology; and

1.

(2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contracts and all related documentation with Econix Infotech Ltd.

The question on the motion was not called as a brief discussion ensued with respect to the terms of the contingency.

The question on the motion was then called and it was **CARRIED**.

PARKS, RECREATION AND CULTURE DIVISION

2. **2026 ARTS AND CULTURE GRANTS**
(File Ref. No. 11-7144-01) (REDMS No. 8245108)

It was moved and seconded

(1) That the Arts and Culture Grants be awarded for the total recommended amount of $132,380, as identified in the report titled "2026 Arts and Culture Grants", dated January 12, 2026, from the Director, Arts, Culture and Heritage; and

(2) That the grant funds be disbursed accordingly, following Council approval.

CARRIED

3. **2026 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**
(File Ref. No. 03-1085-01) (REDMS No. 8141733)

It was moved and seconded

(1) That the 2026 Parks, Recreation and Community Events Grants be awarded for the total recommended amount of $127,862, as identified in the report titled "2026 Parks, Recreation and Community Events Grants", dated January 12, 2026, from the Director, PRC Planning, Strategic Initiatives, Director, Parks Services, and the Director, Recreation and Sport Services; and

(2) That the grant funds be disbursed accordingly, following Council approval.

The question on the motion was not called as a brief discussion ensued with respect to rental space charges for the Richmond Oval. It was requested that staff respond with a memorandum in advance of the next Council meeting.

In accordance with Section 100 of the Community Charter, Cllr. Loo declared to be in a conflict of interest as she is the Director of Recognition of KidSport – Richmond Chapter, and Cllr. Loo left the meeting (4:10 p.m.).

Staff provided an overview of the funding scope and criteria for funding requests, and in response to queries from Committee, noted (i) funding requests have been increasing over the years (e.g. six new applicants received this year), (ii) total funding requests far exceeded the available funding for the community, (iii) alignment of similar recommended funding amounts have been determined for similar types of programs and impacts, and (iv) in 2025 there were 25 applicants approved for funding; the amount of awards ranged, but were up to approximately $400 per individual.

An amendment motion to add $1,000 to the Richmond Winter Club grant and reduce the KidSport – Richmond Chapter grant by $1,000 was introduced, but failed to receive a seconder.

The question on the motion was then called and it was **CARRIED**

Councillor Loo returned to the meeting (4:18 p.m.).

4. **2026 ENVIRONMENTAL ENHANCEMENT AND FOOD SECURITY GRANTS**
(File Ref. No. 03-1085-07/) (REDMS No. 8257870)

Discussion ensued regarding the underutilized funding available. Staff noted any remaining grant funds will be available, budgeted under the grant provision and if it is not utilized within the year, will be rolled over into the grant provision account.

It was moved and seconded

(1) That the Environmental Enhancement and Food Security Grants be awarded for the total recommended amount of $68,178, as identified in the report titled "2026 Environmental Enhancement and Food Security Grants", dated January 12, 2026, from the Director, Parks Services; and

(2) That the grant funds be disbursed accordingly, following Council approval.

The question on the motion was not called as the following amendment motion was introduced:

It was moved and seconded
That all remaining available grant funds be awarded to the Terra Nova Nature School.

DEFEATED
Opposed: Mayor Brodie
Cllrs. Gillanders
Heed
Loo
McNulty

The question on the main motion was then called, and it was **CARRIED**.

PLANNING AND DEVELPMENT DIVISION

5. **2026 HEALTH, SOCIAL AND SAFETY GRANTS**
(File Ref. No. 08-4055-01) (REDMS No. 8227458)

Discussion ensued with respect to (i) the overall complexity of the grant process, the challenge of distributing grants fairly and measuring results, (ii) accountability of grant recipients and requirement for applications from previous recipients to include Grant Use Reports outlining how grants were used, (iii) consideration to provide funding to the Richmond 55+sers Wellness and Fitness Society, as currently no grant is recommended, (iv) significant requests from certain applicants that cannot be met, e.g., Salvation Army, (v) recommended grant amount for Refuge Church (formerly Church on Five) being equal to last year's recommended grant, with the organization receiving additional funding from the Council Community Initiative Account in 2025, (vi) receiving additional information on the organizations, including whether additional funding requests have been made, (vii) the importance of considering more than just the homeless, unsheltered population, as issue of food insecurity is wide, (viii) the value of undertaking an overall analysis, the need to be proactive about feeding people and importance of metrics, and (ix) overall concern in not providing sufficient funding that will affect the City's outcomes.

In response to queries from Committee, staff noted (i) multi-year applications are considered/approved for the first year only and will be identified as further funding requests anticipated for the subsequent years, (ii) staff will be bringing forward an update to the Homelessness Strategy which will address questions of outcomes, (iii) outreach positions have been filled, with staff working in collaboration with all organizations, (iv) in order to obtain specific data regarding the overall homelessness and food insecurity situation, staff would need to work with the organizations and obtain information that is gathered from various sources, (v) staff are currently working on a food action plan and are involved with the Food Security Table, and (vi) information on the food insecurity situation can be incorporated within the upcoming Community Food Action Plan.

It was moved and seconded

(1) That the 2026 Health, Social and Safety Grants be awarded for the total recommended amount of $506,908 as identified in the report titled "2026 Health, Social and Safety Grants", dated January 20, 2026, from the Director, Community Social Development; and

(2) That the grant funds be disbursed accordingly following Council approval.

The question on the motion was not called as the following **amendment motion** was introduced:

It was moved and seconded
That a grant of $10,000 from Council Contingency be allocated to the 55+sers Wellness and Fitness Society.

CARRIED

The following **referral motion** was then introduced:

It was moved and seconded
That staff review potential funding sources, including the general funding situation and needs of the following organizations - Church On Five, Salvation Army and St. Albans Parrish Church, including an analysis of their needs and other sources of funding they have, and the outcomes of previous grants, and report back.

The question on the referral motion was not called as discussion ensued with respect to the merits of the referral motion.

The question on the main motion, amended as follows:

(1) That the 2026 Health, Social and Safety Grants be awarded for the total recommended amount of $516,908 as identified in the report titled "2026 Health, Social and Safety Grants", dated January 20, 2026, from the Director, Community Social Development, including an addition of $10,000 to the Richmond 55+sers Wellness and Fitness Society, and

(2) That the grant funds be disbursed accordingly following Council approval.

was then called, and it was **CARRIED** with Cllr. Day opposed.

The question on the referral motion was then called, and it was **CARRIED**.

6. **2026 CHILD CARE GRANTS**
(File Ref. No. 03-1085-01) (REDMS No. 8203333)

It was moved and seconded

(1) That the 2026 Child Care Capital Grants be awarded for the total recommended amount of $46,295.05 as identified in the report titled "2026 Child Care Grants", dated January 16, 2026, from the Director, Community Social Development; and

(2) That the grant funds be disbursed accordingly following Council approval.

CARRIED

LAW AND COMMUNITY SAFETY & PLANNING AND DEVELOPMENT DIVISIONS

7. **DIRECTION TO PREPARE A ZONING AMENDMENT PROHIBITING CERTAIN ODOUR GENERATING INDUSTRIAL USES**
(File Ref. No. 08-4430-03-01) (REDMS No. 8295574)

It was moved and seconded

(1) That in accordance with section 463(2) of the Local Government Act, the City hereby begins the preparation of an amendment to Richmond Zoning Bylaw 8500 to prohibit, throughout the City, the use of property for open air food waste composting facilities, and for animal, fish, and food waste rendering;

(2) That pursuant to section 463 of the Local Government Act, staff bring all building permit applications to Council for such developments received more than 7 days after the passage of the resolution contemplated by Recommendation 1 of this report, to determine whether such applications are in conflict with the proposed bylaw and, if so, whether Council wishes to direct the withholding of the permit under section 463 of the Local Government Act; and

(3) That staff be directed to review additional industrial odour generating uses which require Metro Vancouver Air Quality Permits related to odour, and provide a recommendation to Council on whether any such uses should be prohibited throughout the City.

The question on the motion was not called as a brief discussion ensued with respect to the proposed amendment bylaw.

In response to queries from Committee, staff advised the proposed bylaw is City-wide and not site specific, and will be drafted following Council direction.

CARRIED

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:26 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, February 2, 2026.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate

City of Richmond

Minutes

Finance and Audit Committee

Date: Monday, February 2, 2026

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 5:27 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance and Audit Committee held on January 5, 2026, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **2025 INVESTMENT REPORT**
(File Ref. No. 03-0900-01) (REDMS No. 8268210)

It was moved and seconded
That the report titled "2025 Investment Report", dated January 8, 2026, from the Director, Finance, be received for information.

The question on the motion was not called as a brief discussion ensued with respect to any potential impacts resulting from an increase to Development Cost Charges.

The question on the motion was then called and it was **CARRIED**

2. **REVENUE ANTICIPATION BORROWING (2026) BYLAW NO. 10738**
(File Ref. No. 03-0900-01) (REDMS No. 8267465)

It was moved and seconded
That Revenue Anticipation Borrowing (2026) Bylaw No. 10738 be introduced and given first, second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:34 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance and Audit Committee of the Council of the City of Richmond held on Monday, February 2, 2026.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate

City of Richmond

Minutes

Planning Committee

Date:	Tuesday, February 3, 2026
Place:	Anderson Room Richmond City Hall
Present:	Councillor Bill McNulty, Chair Councillor Alexa Loo Councillor Carol Day (entered the meeting at 4:02 p.m.) Councillor Andy Hobbs
Also Present:	Councillor Michael Wolfe (by teleconference)
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Planning Committee held on January 20, 2026, be adopted as circulated.

CARRIED

PLANNING AND DEVELOPMENT & PUBLIC WORKS AND TRANSPORTATION DIVISIONS

1. **ZONING AMENDMENTS RELATING TO VEHICLE PARKING, ACCESS AND MANOEUVRING FOR SMALL-SCALE MULTI-UNIT HOUSING**
(File Ref. No. 08-4430-03-01) (REDMS No. 8233122)

Staff provided an overview, highlighting that the proposed amendments generally seek to standardize and simplify parking provisions applicable to residential developments, particularly Small-Scale Multi-Unit Housing (SSMUH) developments.

Councillor Day entered the meeting (4:02 p.m.).

Discussion ensued regarding (i) the impact on trees, green space, and porous surfaces, with staff noting that other amendments within the overall zoning bylaw take precedence and continue to seek the preservation of live landscaping, and that the rear yard setback would not be affected by the proposed amendments, (ii) the established maximum driveway standard and the ability to consider reduced manoeuvring aisles, (iii) the proposed amendments aligning SSMUH with existing standards for single-family developments, with staff noting that the maximum drive aisle width is dependent on lot size and the minimum landscaping requirements applicable to the front yard, (iv) the impacts of the Province's Bill 44, which prevents the City from requiring on-site parking for SSMUH development on lots located within 400 metres of a prescribed frequent transit service bus stops, (v) the proposed amendment not precluding homeowners, builders, or designers from providing more than the minimum on-site parking if desired, and (vi) the potential implementation of permit parking in areas experiencing parking concerns.

It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10731, to clarify vehicle parking, access, and manoeuvring provisions associated with Small-Scale Multi-Unit Housing (SSMUH) and small car space provisions associated with all residential development, including SSMUH, be introduced and given first, second and third reading.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. **RICHMOND SENIORS ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 08-4055-01) (REDMS No. 8255327)

Discussion ensued regarding (i) the budget for Council Advisory Committees, with staff noting that it reflects the City's standard practice and is set in accordance with City policy and (ii) potential cost-saving measures, including alternatives to minute taking and the provision of refreshments.

It was moved and seconded
(1) That the Richmond Seniors Advisory Committee's 2025 Annual Report, as outlined in the report titled, "Richmond Seniors Advisory Committee 2025 Annual Report and 2026 Work Program", dated January 15, 2026, from the Director, Community Social Development, be received for information; and

(2) That the Richmond Seniors Advisory Committee's 2026 Work Program be approved.

CARRIED

3. **RICHMOND INTERCULTURAL ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 07-3300-01) (REDMS No. 8244991)

It was moved and seconded

(1) That the Richmond Intercultural Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Intercultural Advisory Committee 2025 Annual Report and 2026 Work Program", dated January 15, 2026, from the Director, Community Social Development, be received for information; and

(2) That the Richmond Intercultural Advisory Committee's 2026 Work Program be approved.

CARRIED

4. **CULTURAL HARMONY PLAN 2024-2025 HIGHLIGHTS REPORT**
(File Ref. No. 07-3300-01) (REDMS No. 8241610)

Discussion ensued regarding (i) Communications staff coordinating engagement and proactive outreach with Richmond's Chinese-speaking community and (ii) the potential distribution of the Chinese Media report.

It was moved and seconded

(1) That the Cultural Harmony Plan 2024–2025 Highlights Report as outlined in the report titled, "Cultural Harmony Plan 2024–2025 Highlights Report", dated January 16, 2026, from the Director Community Social Development, be received for information; and

(2) That the Cultural Harmony Plan 2024–2025 Highlights Report be posted on the City website and distributed to key partners, local Members of Parliament and the Legislative Assembly, and federal and provincial ministries related to multiculturalism, immigration and anti-racism.

CARRIED

5. **MANAGER'S REPORT**

None.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:22 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, February 3, 2026.

Councillor Bill McNulty
Chair

Shannon Unrau
Legislative Services Associate

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	January 5, 2026
From:	Marie Fenwick Director, Arts, Culture and Heritage Services	**File:**	11-7000-09-20-255/Vol 01
Re:	**2026 Community Mural Program Projects**		

Staff Recommendation

That the 2026 Community Mural Program Projects as presented in the report titled "2026 Community Mural Program Projects", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved.

MF

Marie Fenwick
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
Recreation and Sport Services	☑	
Parks Services	☑	
Facility Services and Project Development	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

8214349

Staff Report

Origin

On February 13, 2018, Council endorsed the Public Art Community Mural Program (the Mural Program). The focus of the Mural Program is to install murals in highly visible locations in publicly accessible areas throughout Richmond.

This report brings forward seven mural proposals for the 2026 Mural Program, for consideration to be painted at Garratt Wellness Centre, McNair Secondary School, St. Anne's Anglican Church, Fisherman Storage Building (Steveston Harbour Authority) and three trail and park washrooms located at West Dyke Recreational Trail and Blundell Road, McLean Neighbourhood Park and UBC Boathouse.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.3 Foster intercultural harmony, community belonging, and social connections.*

This report supports the Artworks: Richmond Arts Strategy 2026–2031 Strategic Direction 5:

> *Activate public spaces through (and for) the arts.*

Analysis

Background

Richmond's Mural Program provides opportunities to add vibrancy to highly visible public spaces, foster community dialogue and cross-cultural exchange, and engage diverse and multi-generational communities. Since Council's endorsement in 2018, 34 murals have been installed through this program at civic facilities, private businesses, schools and other buildings. In 2025 six new murals were completed (Attachment 1). These artworks have been well-received by the general public, facility users and community groups.

Open Call for Mural Locations

The open call for mural locations for the 2026 Mural Program was issued on August 7, 2025, with a deadline of September 22, 2025.

The following 12 applications were received, proposing a total of 15 locations:

- Brighouse Elementary School;
- City of Richmond (trail and park washrooms at Blundell Road, Trail Washroom along the Middle Arm Recreational Trail (near UBC Boathouse) and McLean Neighbourhood Park);
- Garratt Wellness Centre;
- Kuo Hua Trading Company Ltd.;
- Maple Lane Elementary School;
- McNair Secondary School;
- Panatch Group;
- St. Anne's Anglican Church;
- Fisherman Storage Building at 12040 Sixth Avenue (Steveston Harbour Authority); and
- Walter Lee Elementary School.

On September 26, 2025, staff reviewed and evaluated all proposals based on location, public visibility, community impact, wall surface condition, and budget. Walls not recommended for murals were excluded due to a combination of factors, including surface condition, budget limitations, and, in some cases, the presence of a recently completed mural.

Seven locations are thereby recommended for the 2026 Mural Program:

- Fisherman Storage Building at 12040 Sixth Avenue (Steveston Harbour Authority);
- Garratt Wellness Centre;
- McNair Secondary School;
- St. Anne's Anglican Church;
- Trail washroom at West Dyke Recreational Trail and Blundell Road;
- Trail washroom along the Middle Arm Recreational Trail (near UBC Boathouse); and
- Washroom at McLean Neighbourhood Park.

Proposed Mural Projects

In compliance with the Mural Program artist selection procedure, artists are pre-selected from the Mural Program Artist Roster through an open call process every two years. Murals for the 2026 program will be created by artists selected from the 2024–2026 roster.

The following seven proposed mural locations and artists have been endorsed by the Richmond Public Art Advisory Committee (RPAAC). Further details are in Attachment 2.

Fisherman Storage Building at 12040 Sixth Avenue (Steveston Harbour Authority)
Location: east facing wall, visible from Sixth Avenue
Size: 750 square feet
Budget: $14,100

The artist selection meeting on October 21, 2025, included members from the Steveston Harbour Authority Board. They selected artist Aysha McConkey to work with members of the board to inform the design; exploring themes of fishing and the Fraser River.

Garratt Wellness Centre
Location: front façade of the building, facing Chelsea Place
Size: 700 square feet
Budget: $12,000

The artist selection meeting on October 24, 2025, included members from the Richmond Division of Family Practice, Richmond Home and Community Care and Garratt Wellness Centre staff. They selected artist Jillian Mundy to work with members of the staff to inform the design exploring themes of health care, belonging and well-being.

McNair Secondary School
Location: protruding wall adjacent to the entrance of the school, facing No. 4 Road
Size: 300 square feet
Budget: $7,500

The artist selection meeting on November 4, 2025, included teachers from McNair Secondary School. They selected artist Olivia di Liberto to work with students from the school to inform the design exploring themes of Richmond's ecology.

St. Anne's Anglican Church
Location: south facing wall, visible from Francis Road
Size: 160 square feet
Budget: $3,500

The artist selection meeting on October 20, 2025, included members from St. Anne's Anglican Church. They selected artist Joey Mallett to work with members of the church to inform the design exploring themes of community and unity.

Trail Washroom at West Dyke Recreational Trail and Blundell Road
Location: West Dyke Recreational Trail and Blundell Road
Size: 600 square feet
Budget: $7,000

The artist selection meeting on October 10, 2025, included Facility Services staff. They selected artist Mohadese Movahed to work with the theme of local wildlife to inform her design.

Trail Washroom along the Middle Arm Recreational Trail (near UBC Boathouse)
Location: Middle Arm Recreational Trail
Size: 600 square feet
Budget: $6,000

The artist selection meeting on October 10, 2025, included Facility Services staff. They selected artist Jean Bradbury to explore the theme of native flora diversity in the region.

Washroom at McLean Neighbourhood Park
Location: McLean Neighbourhood Park
Size: 500 square feet
Budget: $5,000

The artist selection meeting on October 10, 2025, included Facility Services staff. They selected artist Anais Lera to explore themes of plant life and the region's agricultural heritage.

The selected organizations will retain and maintain the murals for a minimum of five years. The cost for any maintenance and repairs required for the artwork at the locations that are not owned by the City will be the responsibility of the selected organizations. Following Council's approval of the 2026 Mural Program projects, all project partners including the City, artists and the selected organization will enter into a tri-party written agreement with the City to outline maintenance and repair responsibilities.

Next Steps

Pending Council endorsement of the proposed mural locations and artists, staff will work with the artists and community partners to execute agreements, outline maintenance and repair responsibilities and develop project implementation work plans. If approved, the projects will move into the development phase, with the murals to be completed by September 2026.

Financial Impact

The 2026 Community Mural Program budget of $35,000 is included in the Council approved 2026 Public Art Program operating budget. An additional $18,000 will be committed from existing City budgets. The Steveston Harbour Authority has dedicated a $2,100 cash contribution, bringing the total 2026 Community Mural Program budget to $55,100.

Conclusion

Council approval is required to implement the seven mural proposals for the 2026 Community Mural Program.

Murals add vibrancy to the community by energizing our public spaces, fostering community identity and civic pride, engaging youth and deterring graffiti. The creation of murals brings together local artists, students, community groups, residents and local businesses to transform the places where we live, work, and play, into welcoming and beautiful environments that invite interaction as well as appreciation of art and culture.

Biliana Velkova
Public Art Planner
(604-247-4612)

Att. 1: Completed Community Mural Program murals 2019–2025
Att. 2: 2026 Community Mural Proposals

Community Mural Program
Completed Projects 2025

2025	
	David Camisa ***A Meeting of Parliament*** Trail Washroom at Terra Nova Adventure Play Environment
	Aysha Mcconkey ***Bats in Richmond*** Trail Washroom at No. 7 Road Pier Park 15911 River Road
	Amy (Yun Ru) Bao ***Home of the Ravens*** MacNeill Secondary School 6611 No. 4 Road
	Ben Evely ***Life Layers*** Tait Elementary School 10071 Finlayson Drive

2025	
	Ho Lay Hoon ***United in Play*** Minoru Park 6820 Gilbert Road
	Carly Bouwman ***Park Washroom Mural*** Thomas Kidd Park 10851 Shell Road

2026 Community Mural Proposals

Aysha McConkey | Fisherman Storage Building at 12040 Sixth Avenue

Artist Aysha McConkey will work with members of the Steveston Harbour Authority Board to inform the mural design and will consider themes of Steveston fishing heritage.

Aysha McConkey is a wildlife artist and scientific illustrator with a passion for animals and the natural world. She uses her art to inspire and educate others about wildlife conservation in British Columbia.

Examples of Previous Projects:

Aysha McConkey, *Heart of the Fraser Valley,* Abbotsford, 2024

Aysha McConkey, *Heart of the Fraser Valley*, Abbotsford, 2024

Proposed mural wall at the Fisherman Storage Building at 12040 Sixth Avenue (approximately 750 square feet)

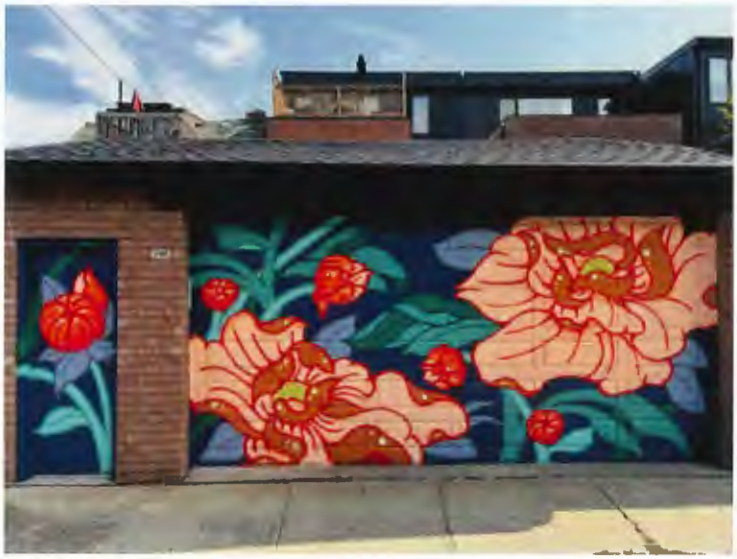
Jillian Mundy | Garratt Wellness Centre

Artist Jillian Mundy will work with Garratt Wellness Centre staff to inform the mural design and consider themes of health care, belonging and well-being.

Jillian Mundy is an interdisciplinary artist who works across traditional and digital mediums, with a strong focus on murals. She creates bright and bold illustrative works, drawing inspiration from the natural world to craft intricate environments.

Examples of Previous Projects:

Jillian Mundy, *Midnight Delight*, Vancouver, 2022



Jillian Mundy, *Private Residence Mural*, Vancouver 2022

Proposed mural wall at Garratt Wellness Centre (approximately 700 square feet)

Olivia Di Liberto | McNair Secondary School

Artist Olivia Di Liberto will work with students from McNair Secondary School to inform the design of the mural, exploring themes of school spirit and community.

Olivia Di Liberto is a mural artist, illustrator, designer, textile artist and painter. Her artwork reflects her interests in culture, history and landscapes, incorporating graphic illustrative components, specific colour palettes and intricate line work.

Examples of Previous Projects:

Olivia Di Liberto, *VMF Mural,* Vancouver, 2019

Olivia Di Liberto, *Private Commission*, Vancouver, 2020

Proposed mural wall at McNair Secondary School (approximately 300 square feet)

Joey Mallett | St. Anne's Anglican Church

Artist Joey Mallett will consider themes of community and unity to inform her design.

Joey Mallett is a multidisciplinary artist best known for her murals which combine painting, sculpture and mixed media. She also works as a certified expressive arts therapist, leading school residencies and collaborative projects that integrate visual art with movement, music and storytelling.

Examples of Previous Projects:

Joey Mallett, *Kensington Community Centre Mural*, Vancouver, 2002

Joey Mallett, *Old Hastings Mill*, Vancouver, 2001

Proposed mural at St. Anne's Anglican Church (approximately 160 square feet)

Mohadese Movahed| Trail Washroom at West Dyke Recreational Trail and Blundell Road

Artist Mohadese Movahed will consider the theme of local wildlife to inform her mural design.

Mohadese Movahed is an artist and educator with a focus on painting and murals. From concept to completion, her work reflects a deep passion for crafting immersive and impactful visual landscapes.

Examples of Previous Projects

Mohadese Movahed, *Uprising Sonata*, Vancouver, 2023

Mohadese Movahed, *Hard Greens*, oil on canvas, 2021

Proposed mural on trail washroom at West Dyke Recreational Trail and Blundell Road (approximately 600 square feet)

Jean Bradbury | Trail Washroom along the Middle Arm Recreational Trail (near UBC Boathouse)

Artist Jean Bradbury will consider themes of the Fraser River and native plant life to inform the design of the mural.

Jean Bradbury is a multidisciplinary artist specializing in illustration and mural work. Her practice focuses on fostering inclusive and uplifting community spaces through public art.

Examples of Previous Projects:

Jean Bradbury, *Wildlife of Kennewick*, Kennewick, 2025

Jean Bradbury, *Lewis and Clark Elementary School Mural*, Richland, 2018

Proposed mural on trail washroom at UBC Boathouse (approximately 600 square feet)

Anais Lera | Washroom at McLean Neighbourhood Park

Artist Anais Lera will consider themes of local ecology, water and migratory birds to inform the design of the mural.

Anais Lera a visual artist with an active painting and mural practice. Her work features intricate, nature-inspired designs, characterized by vibrant compositions rich in flora and fauna from both terrestrial and marine environments.

Examples of Previous Projects:

Anais Lera, *Marine Lilies*, Burnaby, 2024

Anais Lera, *Pacific Northwest Forest Floor,* Surrey, 2024

Proposed mural on Washroom at McLean Neighbourhood Park (approximately 500 square feet)

City of Richmond

Report to Committee

To:	Park, Recreation and Cultural Services Committee	**Date:**	January 5, 2026
From:	Mandeep Bains Director, PRC Planning and Strategic Initiatives	**File:**	01-0370-20-006/2025-Vol 01
Re:	**Volunteer Management Strategy – Guiding Principles**		

Staff Recommendation

That the guiding principles, as detailed in the report titled "Volunteer Management Strategy – Guiding Principles", dated January 5, 2026, from the Director, PRC Planning and Strategic Initiatives, be approved and used to inform the strategic directions and actions of the new five-year Volunteer Management Strategy.

Mandeep Bains
Director, PRC Planning and Strategic Initiatives
(604-247-4479)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Arts, Culture and Heritage	☑	
Community Social Development	☑	
Parks Services	☑	
Recreation and Sport Services	☑	
Environmental Programs	☑	
Public Works	☑	
Richmond Public Library	☑	
RCMP Community Policing	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

8152829

Staff Report

Origin

The City offers a variety of meaningful volunteer opportunities that allow residents to engage, connect and contribute to their community.

The Council-adopted *Volunteer Management Strategy 2018–2021: Engaging and Supporting Volunteers for a Vibrant, Connected City* has guided volunteer management, fostering a strong volunteer spirit, prioritizing volunteer support and capacity building to nurture a sense of community connectedness.

Funding to develop a new Volunteer Management Strategy (Strategy) was approved by Council as part of the Consolidated 5-Year Financial Plan (2025–2029). The purpose of this report is to seek Council's approval of the proposed guiding principles (Guiding Principles) that will help shape the development of the new five-year Strategy.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*
>
> *1.4 Leverage a variety of approaches to make civic engagement and participation easy and accessible.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.3 Foster intercultural harmony, community belonging, and social connections.*

Additionally, the new five-year Strategy will align and support the advancement of several Council-endorsed strategies, including: *Community Wellness Strategy (2018-2023), Recreation and Sport Strategy (2019-2024) Signature and Community Events Plan (2025–2029); Richmond Arts Strategy, (2026–2031); Seniors Strategy (2022–2023); Youth Strategy (2022–2032); Richmond Accessibility Plan (2023–2033), Cultural Harmony Plan (2019–2029) and Building our Future Together: Social Development Strategy (2025–2035).*

Analysis

Volunteers play a vital role in creating a strong sense of community and vibrancy in Richmond. Volunteer opportunities include various roles that primarily support Parks, Recreation and

Culture programs and events, including those provided by the City, Community Associations and Societies. In addition, volunteer roles support the Richmond Public Library and the RCMP Community Policing Office. The City and its partners collaborate with volunteers to support the delivery of many community events, services, and programs, while also supporting volunteers in the development and achievement of their personal goals through the promotion of positive, meaningful volunteer experiences and achievements. Through this reciprocal relationship with volunteers, the City is able to increase the scope and variety of activities and services offered to those who live, work and play in Richmond.

The need for a new Strategy emerged in response to Richmond's shifting demographics, rapid population growth, as well as the changing nature and patterns in volunteerism that are surfacing in Richmond and across Canada. The Strategy will build on the progress made by the previous volunteer management strategies to ensure the City remains at the forefront of volunteer management practices. The Strategy will reflect the current and future needs of Richmond's volunteers, and further support community partners and staff with volunteer management. The Strategy will identify key priorities, and set the strategic direction, objectives, and actions to ensure that effective, meaningful and appropriate opportunities, supports, and tools are in place to reflect the changing needs of Richmond's volunteer community.

Project Phases

The development of the Strategy will be undertaken over two phases. These include:

Guiding Principles

The Guiding Principles are a set of values that establish a framework for expected behaviour and decision-making that will help guide the Strategy's development through the different phases of the project by providing a common understanding of what is important.

The following Guiding Principles are proposed:

1. Accessible and Inclusive: Centre Strategy development and implementation on the diverse range of volunteer interests, skills, needs, aspirations, backgrounds and abilities to ensure equitable access, participation, and outcomes for all volunteers.

2. Participation and Retention: Develop a vision with aligned strategic actions that strengthens long-term volunteer participation and retention.

3. Volunteer Development and Empowerment: Provide a framework to guide investment in training and development for volunteers.

4. Volunteer Recognition: Design a Strategy that actively recognizes and celebrates the contributions of volunteers.

5. Capacity Building: Consider the roles of staff and community partners in implementing the Strategy so that the Strategy supports and builds volunteer management and community capacity.

6. Strategic Alignment and Community-Centered: Create a Strategy that is supported by research, data, community engagement and aligned with City policies and plans.

The Guiding Principles will serve as a guide for City staff when making decisions, planning engagement activities, and considering actions for the development of the Strategy.

Engagement Plan

An engagement plan will be developed using a multi-pronged approach with engagement efforts likely to include surveys, focus groups, interviews, and open houses to capture the spectrum of experiences and needs. Engagement will also be offered in a variety of formats, such as printed materials, as well as in-person and online opportunities, to ensure an inclusive approach to engagement.

The goal of engagement is to gain key perspectives, understand the current volunteer landscape, capture new ideas, understand needs and interests, and inform volunteer management. As such, current volunteers, community partners, interested parties and the broader Richmond community will be engaged.

Next Steps

Following Council's approval of the Guiding Principles, the engagement plan will be developed. Concurrently, background research will begin, which will include a scan of emerging trends in volunteerism and volunteer management, and an analysis of learnings from the previous Volunteer Management Strategy.

A draft Strategy will be brought to Council for consideration and adoption in Q3 2026, and the final Strategy in Q4 2026.

Financial Impact

None.

Conclusion

The Guiding Principles proposed in this report will lay a strong foundation for the development of a new five-year Volunteer Management Strategy that reflects the changing needs of Richmond's volunteer community. The Strategy will support the City, community partners and interested parties, and local volunteers in the advancement of their collective efforts to build a thriving community for the benefit of all Richmond residents and visitors.

Christine Nesbitt
Research Planner 2
(604-204-8908)

Mandy Hadfield
Manager, Sport & Community Events
(604-204-8550)

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	January 8, 2026
From:	Grant Fengstad Director, Information Technology	**File:**	04-1300-01/2025-Vol 01
Re:	**Award of Contract 8523Q – Microsoft Subscriptions and Licensing with Teams**		

Staff Recommendations

1. That Contract 8523Q – Microsoft Subscriptions and Licensing with Teams be awarded to Econix Infotech Ltd. for a three-year term for an estimated value of $2,866.268.52, excluding taxes as described in the report titled "Award of Contract 8523Q – Microsoft Subscriptions and Licensing with Teams" dated January 8, 2026, from the Director, Information Technology; and

2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contracts and all related documentation with Econix Infotech Ltd.

Grant Fengstad
Director, Information Technology
(604-276-4096)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

8275682

Staff Report

Origin

The City started transitioning to M365 (Microsoft 365) in 2024. This service provides up to date technology on an annual subscription basis providing key Microsoft 365 services such as Teams and Office. The City is also moving its internal telephone system to Microsoft Teams Phone, which is a service provided through M365. This move aligns with local government best practices and enhances collaboration.

As part of our transition to M365, the City has been upgrading City desktop and laptop computers to Windows 11 with all software delivery being performed through M365. This environment has been essential to our ability to transition to a more secure and robust "passwordless" environment. Windows 11, through M365 supports biometric-based authentication such as fingerprint and/or facial recognition.

Users will need Microsoft 365 subscriptions for continued access to Microsoft Office and other productivity tools. The trend is moving from perpetual licenses to annual subscription models.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*
>
> *4.1 Ensure effective financial planning to support a sustainable future for the City.*
>
> *4.2 Seek improvements and efficiencies in all aspects of City business.*

Analysis

Procurement Process

Council previously approved a contract for Microsoft 365 services to NetraClouds Inc. While the approval was for a three-year term, NetraClouds Inc. ultimately was unable to commit to pricing for the term. The contract was only awarded to NetraClouds Inc. for a one-year term (March 12, 2025 to March 12, 2026). Staff issued a public Request for Quotation (RFQ) on November 24, 2025 – Microsoft Subscriptions and Licensing with Teams. This RFQ closed on December 22, 2025.

The RFQ set out specifications representing both base requirements for M365 as well as add-on or additional software in use by the City, such as Microsoft Teams Phone, Microsoft Project and Visio.

Review Process

Staff received fourteen (14) bids in response to the RFQ and reviewed the submissions received against the specifications described in the RFQ and all proposed total costs. After further review, only eight (8) bids met the City's specifications. As all responses meet the same licensing requirements, pricing is the only factor being considered as part of the evaluation.

Table 1 provides a summary of total costs proposed by the compliant bidders for base subscriptions.

Table 1 – Total Costs of Base Subscriptions by Bidder

Bidder	Total Costs (Three-year term)
Econix InfoTech Ltd.	**$2,605,698.52**
IT Express Direct Inc.	$2,674,052.76
Bulletproof Solutions ULC	$2,687,490.90
Golden Five Inc.	$2,696,625.86
VLink Technology Solutions	$2,755,174.91
Acumor Solutions LLC [1]	$2,546,805.60
Evincibile Solutions Canada Inc.	$3,085,421.25
CDW Canada Corp	$3,094,910.93

1. Acumor Solutions LLC – Lowest bidder (three-year term) cannot hold prices for three years

Financial Impact

Econix InfoTech Ltd are a Cloud Service Provider (reseller) and have an official designation / relationship with Microsoft.

The cost to award the contract to Econix InfoTech Ltd., for three years is $2,605,698.52 plus $260,570.00 contingency, for a total of $2,866,268.52.

Funding is available within the City's operating budget and the consolidated 5-year financial plan (2026-2031).

Conclusion

Staff recommend awarding Econix InfoTech Ltd., a three-year contract in the amount of $2,605,698.52, exclusive of taxes including a 10 percent contingency for additional license subscriptions.

Grant Fengstad
Director, Information Technology
(604-276-4096)

GF:gf

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	January 12, 2026
From:	Marie Fenwick Director, Arts, Culture and Heritage	**File:**	11-7144-01/2025-Vol 01
Re:	**2026 Arts and Culture Grants**		

Staff Recommendations

1. That the Arts and Culture Grants be awarded for the total recommended amount of $132,380, as identified in the report titled "2026 Arts and Culture Grants", dated January 12, 2026, from the Director, Arts, Culture and Heritage; and

2. That the grant funds be disbursed accordingly, following Council approval.

MFenwick

Marie Fenwick
Director, Arts, Culture and Heritage
(604-276-4288)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	

8245108

Staff Report

Origin

The Arts and Culture Grants provide funding to eligible non-profit community organizations to support the delivery of programs and services that benefit Richmond residents, ensuring the equitable distribution of City funding towards areas of current and emerging community need. Applicants must meet established grant eligibility and assessment criteria, at City Council's discretion.

The Arts and Culture Grant Program is administered under City Grant Program Policy 3712, which is currently under review. Proposed updates to the policy will be presented to Council for consideration at a future date. If approved, the Arts and Culture Grant Program Guidelines will be revised accordingly and implemented in the 2027 grant cycle.

The purpose of this report is to recommend the disbursement of the 2026 Arts and Culture Grants to Council for consideration.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.3 Foster intercultural harmony, community belonging, and social connections.*
>
> *6.5 Enhance and preserve arts and heritage assets in the community.*

Findings of Fact

2026 Arts and Culture Grants Budget

The 2026 Arts and Culture Grants budget is $132,380. This includes a cost of living increase of 1.8 per cent over last year's budget of $130,039, as per City Grant Program Policy 3712. The program offers two types of grants:

- Operating Assistance Grants are provided to support the annual programming and operating activities of eligible organizations, and are awarded up to a maximum of 30 per cent of the annual operating budget, to a maximum of $10,000.

- Project Assistance Grants are provided to support organizations working on a project basis or undertaking a special initiative outside the scope of their normal operations, and are awarded up to a maximum of 50 per cent of the total project budget, to a maximum of $5,000.

Notice Given and Applications Received

The 2026 Arts and Culture Grants application window opened on September 10, 2025. Information was posted on the City website, communicated using social media channels and distributed through a news release to media outlets, community organizations, local partners and the general public. In addition, an email was sent to Arts and Culture e-Blast subscribers, more than 500 individual artists and arts/cultural organizations that have opted to receive information throughout the year. This announcement was also amplified through the Richmond Arts Coalition e-newsletter. An information session was held on September 25, 2025, providing an overview of arts funding opportunities and best practices for effective grant writing.

The deadline to apply was October 15, 2025, and 26 applications (11 Operating Assistance and 15 Project Assistance) were received with a total funding request of $179,300.

Application Support and Review Process

One of the key objectives of the Arts and Culture Grant Program is to encourage financial cost sharing and reduce sole reliance on City funding. The impact of funding received through the Arts and Culture Grants is augmented by regular communication between staff and organization representatives who meet, at minimum, once a year. Groups receive a consultative and solutions-oriented approach to organizational development based on expertise in the *Nonprofit Lifecycle* methodology, helping groups build capacity in a way that suits their specific needs. Groups also have the option of exploring the Nonprofit Lifecycle model more deeply to create achievable action plans. New applicants are advised to contact City staff in advance of preparing their application to ensure their eligibility. Staff are also available to provide additional support and answer questions on an as-needed basis.

An Arts and Culture Grant Review Committee (the Review Committee), consisting of City staff, reviewed the 2026 Arts and Culture Grant applications. The Review Committee assessed each application based on criteria outlined in the Arts and Culture Grant Program Guidelines (Attachments 1 and 2) to ensure that City resources are directed towards areas of current and emerging community need. A table outlining 2026 funding requests and recommended allocations is provided in Attachment 3. A summary of each application, generated directly from information submitted to the web-based system by applicants, is provided in Attachment 4.

Analysis

2026 Arts and Culture Recommended Grant Allocations

The total number of applications received was 26, 11 for Operating Assistance and 15 for Project Assistance; however, one Operating Assistance application and six Project Assistance applications were deemed ineligible for the following reasons:

- Familogue Education Society applied for both Operating and Project grants. Neither application meets the eligibility criteria, as outlined in Attachment 3;

- Three Project Assistance applications were received from organizations that do not meet the eligibility criteria, as outlined in Attachment 3: Canada Chain Commerce and Culture Association, Great Lakes Networking Society of BC, and Latincouver Cultural and Business Society; and
- Two Project Assistance applications are not eligible, as outlined in Attachment 3. They will be eligible to apply next year: Canadian Association of Oriental Dramatic Arts and The Unsold Media Foundation.

Where possible, groups were contacted and informed of their ineligible status in advance of the deadline.

A summary of application numbers, allocations and staff recommendations over the last three years is presented in the tables below.

Table 1: Operating Assistance Grant Summary 2024–2026

OPERATING ASSISTANCE GRANTS Applications, Allocations and Recommendations (2024–2026)			
	2024	**2025**	**2026**
Total number of applications	11	11	11
First-time applicants	1	1	0
Grants not recommended	1	0	1
Partial amount of request recommended	5	6	3
Full amount of request recommended	5	5	7
Total amount requested	$102,650	$103,050	$108,000
Total amount allocated/recommended	$85,614	$95,239	$97,000

Table 2: Project Assistance Grant Summary 2024–2026

PROJECT ASSISTANCE GRANTS Applications, Allocations and Recommendations (2024–2026)			
	2024	**2025**	**2026**
Total number of applications	11	14	15
First-time applicants	2	5	4
Grants not recommended	0	6	6
Partial amount of request recommended	6	3	6
Full amount of request recommended	5	5	3
Total amount requested	$47,750	$62,300	$71,300
Total amount allocated/recommended	$41,750	$34,800	$35,380

Reasons for Full or Partial Funding – Operating Assistance and Project Grants

The recommended grant allocations for both streams vary depending on the degree of competition among applicants in any given year. This year is characteristically competitive with the City receiving $179,300 in requests, $46,920 in excess of the allocated budget of $132,380. Despite that, reflecting the high quality of their applications, 10 applicants are being recommended for the full amount of their request.

Overall, 19 out of 26 applicants are recommended for funding. Five organizations who were recommended for funding in 2026 will receive an increase in their funding over last year. Despite scoring high on their assessments, eight organizations will receive funding at the same level as 2025, as they have reached the maximum amount allowed by the grant program. Two organizations will be receiving a slight decrease in their funding over last year as a result of their scoring. Four organizations that received funding did not apply last year. As per the adjudication process noted above, applicants recommended for a higher percentage of requested funding scored higher on the evaluation criteria than those recommended for lower percentages.

Financial Impact

The 2026 Arts and Culture Grants budget of $132,380 was approved as part of the City's 2026 Operating Budget. A total of $132,380 in allocations is recommended for the 2026 Arts and Culture Grants, subject to Council's approval.

Conclusion

Staff recommend that the 2026 Arts and Culture Grants be allocated as indicated in Attachment 1 for the benefit of Richmond organizations and residents.

Camyar Chaichian
Program Manager, Community Cultural Development
(604-247-8326)

Att. 1: 2026 Arts and Culture Grants – Operating Assistance Guidelines
2: 2026 Arts and Culture Grants – Project Assistance Guidelines
3: 2026 Arts and Culture Grants – Requests and Recommendations
4: 2026 Arts and Culture Grants – Application Summary Sheets

City of Richmond Arts and Culture Grants Program

Operating Assistance Guidelines

The City of Richmond allocates grant funding for arts and cultural organizations that provide programming and activities for the benefit of Richmond residents.

This support acknowledges that the work of these organizations contributes to Richmond's quality of life, identity and economy and is extended to recipients who demonstrate vision, accountability and spirit of community service in their operations.

These guidelines incorporate recognized best practices and are designed to ensure accountability for use of public funds; **read through carefully before you make an application**.

Operating grants are by invitation only. Please note, if you are already in the Operating stream, you may apply. However, for the 2026 program, we are not accepting any applications for first time requests.

For existing Operating clients, the deadline for applications is October 15, 2025 at 5p.m.

Camyar Chaichian, Program Manager, Community Cultural Development
604-247-8326, Camyar.Chaichian@richmond.ca

This information, along with other details about our programs and services, is available on the City website at www.richmond.ca/culture/citygrant

2026: Arts and Culture Grants Program Objectives and Description

The Arts and Culture Grants program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, and community-based arts, reflecting different cultural traditions as well as contemporary art forms and practices.

The program provides grants to support organizational capacity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance. Organizations may not apply for more than one City of Richmond grant per year.

Operating Grants are provided to support the annual programming and operating activities of eligible organizations. All grants are reviewed on a yearly basis and are not to be viewed by applicants as an ongoing source of funding.

Organizations already receiving City funding that represents the equivalent of operating funds (e.g. ongoing yearly facility subsidies) are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project represents a new initiative and/or an outreach program that is not otherwise supported by existing City funding.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact staff at Arts, Culture and Heritage Services to discuss your proposal and confirm your eligibility.

- The application form is available online at www.richmond.ca/culture/citygrant
- Applications must be received on or before the submission deadline. Late applications will not be accepted.
- Answer all the questions on the form concisely, and include all requested supporting materials.

Operating Assistance Eligibility Criteria

- Operating Assistance is for established organizations that have an ongoing presence in Richmond and a track record of quality public programs and services. Applicant must be based in Richmond, registered as a non-profit society in good standing with the Province of BC, having been established legally and in operation for at least two (2) years prior to the application deadline and have recently received City Grant funding and successfully completed the projects.

- Applicants must be based and active in Richmond and provide programming and services that are open to the public and publicized citywide, or in the case of umbrella organizations, must further the interests of artists, creators, arts organizations and elements of the arts community. The organization's activities can include policy development, advocacy, provision of professional services, and production of collective projects.

- Applicants must be independent organizations with clear mandates that include the provision of public programs and/or services with an arts and culture focus. Presented work must be primarily with and/ or by local artists/performers/artisans (amateur and/or professional); activities may include some artists who are not Richmond residents.

- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:

  • American Federation of Musicians: www.afm.org
  • Canadian Actors Equity Association: www.caea.com
  • Canadian League of Composers: www.clc-lcc.ca
  • Canadian Alliance of Dance Artists: www.cadadance.org
  • Professional Writers Association of Canada: www.pwac.ca
  • Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca

- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.

- Applicants must operate year-round in a fiscally responsible manner.

- Applicants must have other cash revenue sources for their activity that may include self-generated revenue (ticket sales, concession, and memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).

- Applicants must provide internal prepared financial statements endorsed by two signing officers (with balance sheet and income statement, at minimum), or independently prepared financial statements (review engagement or audit endorsed by two signing officers). Financial statements provided should represent the most recently completed fiscal year. For Operating grants:

  - *If your total operating budget is $100,000 or more per year, you are required to submit an audited financial statement.*
  - *If your total operating budget is between $50,001 and $99,999 per year, you are required to submit a review engagement or an audited financial statement.*
  - *If your total operating budget is $50,000 or less per year, you may submit an internal financial statement.*

Operating grants are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of $10,000.

Ineligible Organizations

- Organizations which do not meet eligibility criteria and requirements
- Other City of Richmond departments or branches
- Organizations already receiving City funding that represents the equivalent of operating funds including ongoing yearly facility subsidies
- Social Service, Religious, Political or Sports organizations
- Political parties and organizations

Ineligible Activities

- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which was started prior to the application deadline
- Capital projects
- Activity that is not artistic or cultural
- Start-up costs
- Seed money for projects or events
- Showcases or recitals for schools/organizations with an educational mandate
- Political activities including, but not limited to:
    - Promoting or serving a political party or organization
    - Lobbying of a political party, or for a political cause
- Programs and services delivered in partnership with political parties and organizations
  For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding from the Province of British Columbia and the Government of Canada

Assessment Criteria

There are three key areas of evaluation that are weighted equally: merit, organizational competence and community impact. The organization's recent activities (as outlined in the previous year's Grant Use Report, for example) as well as proposed ones are taken into consideration when assessing an application.

Programming/Merit

- Project is clear, considered and led by leader/artists with relevant experience.
- Clear mandate/vision and degree to which the project(s) support mandate/vision.
- Project is innovative and/or advances an existing arts practice.

Organizational Capacity

- Project budget is realistic, has diversified income, and meets funding criteria
- Group/organization has competent administration and governance structure
- Project(s) has/have realistic schedules, timelines, and planning practices

Impact

- Project includes collaboration, partnerships and/or community/volunteer involvement
- Project has a clear and reasonable marketing plan
- Project is accessible to public and has a core audience
- Project aims to diversify audience, attract new/diverse communities

Assessment and Awarding of Grants

Complete applications are assessed by an Assessment Committee made up of City staff. A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval.

Council will make the final grant decisions, at its sole discretion, based on the program goals, criteria, policies, requirements and a review of City staff recommendations.

Council may:

- Approve a funding application:
  - in total, with or without conditions (i.e., subject to a mid-year review)
  - in part, with or without conditions
- Ask for more information
- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

Funds will be dispersed as soon as possible after Council approval. The objective is to have all funds disbursed within 60 days of approval.

Grants are awarded on an annual basis. Applicants must re-apply each year. Continued funding is not guaranteed.

Conditions of Assistance

Please note that if your organization receives a civic grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively.
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts for all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts.
- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Division must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City.
- The City of Richmond requires organizations receiving a civic grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities (i.e., brochures, posters, advertisements, websites, advertisements, signs, etc.). Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should be similarly represented. Acknowledgement is provided by using the City of Richmond logo in accordance with prescribed standards. City of Richmond logo files and usage standards will be provided to successful applicants. Failure to acknowledge the City's support may result in the inability of an organization to obtain grant support in future years.
- Receipt of a grant does not guarantee funding in the following fiscal year.
- Successful applicants will complete a Grant Use Report online as a pre-condition for consideration of an organization's future grant applications. If the Project has not been completed at that time, an updated Grant Use Report must be submitted upon completion.

Use of Funds

The following guidelines and limitations are designed to meet best practices and to ensure accountability for use of public funds:

- It is expected that applicants will combine the Operating Assistance support they receive with other sources of revenue and financial investment (grants, donations, earned revenues) as well as in-kind support and contributions.

- Operating grants are provided to support the annual programming expenses and annual operating costs of the Society.

- Eligible use of Operating Assistance funds include, but are not exclusively limited to:
  - Fees and related expenses for artists, musicians, programming staff, cultural workers
  - Volunteer expenses (recruiting, training, support, etc.)
  - Production expenses (installation of artwork, equipment rental, costumes, sound, lights, etc.)
  - Marketing, community outreach and promotional expenses
  - Operating overheads (insurance coverage, rent, etc.)
  - Operating and administration expenses (insurance coverage, rent, equipment, software, etc.)

- Ineligible uses of Operating Assistance support include but are not exclusively restricted to:
  - Deficit reduction
  - Capital expenditures (i.e. construction, property renovations, equipment purchase, software, etc.)
  - Organizations that forecast a deficit budget must describe a clear plan to eliminate the deficit within two years of the grant application year.

Confidentiality

All documents submitted by Applicants to the City of Richmond become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer members of the Assessment Committee for the purpose of evaluation and analysis, as well as to Council for recommendation report. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.

City of Richmond Arts and Culture Grants Program

Project Assistance Guidelines

The City of Richmond allocates grant funding for arts and cultural organizations that provide programming and activities for the benefit of Richmond residents.

This support acknowledges that the work of these organizations contributes to Richmond's quality of life, identity and economy and is extended to recipients who demonstrate vision, accountability and spirit of community service in their operations.

These guidelines incorporate recognized best practices and are designed to ensure accountability for use of public funds; **read through carefully before you make an application**.

If this is your first time making an application to the City of Richmond, or if you require further assistance, we encourage you to speak with or meet with a staff member of Arts, Culture and Heritage Services to ensure that your proposal is eligible and to ask any questions that may assist you in putting together an application.

Camyar Chaichian, Program Manager, Community Cultural Development 604-247-8326, Camyar.Chaichian@richmond.ca. **The deadline for applications is October 15, 2025 at 5 p.m.**

This information and other information on our programs and services are available on the City website at www.richmond.ca/culture/citygrant

2026: Arts and Culture Grants Program Objectives and Description

The Arts and Culture Grants program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, and community-based arts, reflecting different cultural traditions as well as contemporary art forms and practices.

The program provides grants to support organizational capacity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance. Organizations may not apply for more than one City of Richmond grant per year.

Operating Grants are provided to support the annual programming and operating activities of eligible organizations. All grants are reviewed on a yearly basis and are not to be viewed by applicants as an ongoing source of funding.

Organizations already receiving City funding that represents the equivalent of operating funds (e.g. ongoing yearly facility subsidies) are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project represents a new initiative and/or an outreach program that is not otherwise supported by existing City funding.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact staff at Arts, Culture and Heritage Services to discuss your proposal and confirm your eligibility.

- The application form is available online at www.richmond.ca/culture/citygrant
- Applications must be received on or before the submission deadline. Late applications will not be accepted.
- Answer all the questions on the form concisely, and include all requested supporting materials.

Project Assistance Eligibility Criteria

- Project Assistance is available for new and/or developing arts and culture organizations, or established arts and culture organizations working on a project basis or undertaking a special one-time initiative.
- Applicants must be registered as a non-profit society in good standing within the Province of BC, having been legally established and in operation for at least 6 months at the time of application deadline.
- Applicants must be active in Richmond and may be based outside of Richmond so long as their project takes place in Richmond, serves the Richmond community and employs Richmond artists (program may include some artists that are not local). For example, an art installation in Richmond organized by a Vancouver-based arts organization that employs Richmond artists and involves community engagement with Richmond residents would be eligible, but a concert in Richmond presented by a Burnaby-based organization would not be eligible.
- Programming and services must be accessible to the public and publicized citywide, or in the case of umbrella organizations, must further the interests of artists, creators, arts organizations and elements of the arts community. The organization's activities can include policy development, provision of professional services, and production of collective projects.
- Applicants must be independent organizations with clear mandates that include the provision of public programs and/or services with an arts and culture focus.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:
    - American Federation of Musicians: www.afm.org
    - Canadian Actors Equity Association: www.caea.com
    - Canadian League of Composers: www.clc-lcc.ca
    - Canadian Alliance of Dance Artists: www.cadadance.org
    - Professional Writers Association of Canada: www.pwac.ca
    - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca
- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.
- Applicants must have other cash revenue sources for their activity that may include self-generated or earned revenue (ticket sales, concession, and memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide internally prepared financial statements endorsed by two signing officers (with balance sheet and income statement, at minimum), or independently prepared financial statements (review engagement or audit endorsed by two signing officers). Financial statements provided should represent the most recently completed fiscal year.
- Project grant funds may be requested for up to 50% of the total cost of the project, to a maximum of $5,000.

Examples of Eligible Activity

- The development of arts and cultural activity that reflects cultural traditions or contemporary artistic practices that will result in some form of dissemination or presentation to a broad public audience.
  Public dissemination may include exhibitions, performance, publications, presentations, video, film, new media, radio, or web-based initiatives (not the development of organizational/program websites.)
- Artisanal projects that include manual work of a high standard to create items that may be functional and/or decorative, including furniture, clothing, jewelry, watercraft, etc.
- Collaborative and creative initiatives between professional artists and community members that will result in some form of public presentation and which clearly express community interests and issues and demonstrate a strong collaborative process.

- Special requests for audio recordings, publications, film, video or web-based unique initiatives.
- Artistic Residencies that facilitate learning, development and cultural exchange between professional artists or artisans and qualified host organizations. See Artistic Residencies, below

Ineligible Organizations

- Organizations which do not meet eligibility criteria and requirements
- Other City of Richmond departments or branches
- Social Service, Political, Religious or Sports organizations
- Political parties and organizations

Ineligible Activities

- Core-training, in-class or curriculum-based training, conferences, mentorships
- Bursaries or scholarships
- Contests or competitions
- Activity that is not artistic or cultural
- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which has started prior to the application deadline
- Capital projects
- Delivery of services and resources by service organizations
- Political activities including, but not limited to:
  - Promoting or serving a political party or organization
  - Lobbying of a political party, or for a political cause
- Programs and services delivered in partnership with political parties and organizations.
  For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding from the Province of British Columbia and the Government of Canada

Individual artists cannot apply on their own but may make an application in partnership with a qualifying organization for artistic or skill development through an **Artistic Residency**:

Artistic Residencies

Artistic Residencies facilitate learning, development and cultural exchange opportunities between professional artists or artisans, qualified host organizations, and/or the community.

- Residency candidates must be Richmond-based professional artists. The City's definition of a professional artist is one that has:
  - completed basic training (university or college graduation or the equivalent in specialized training, such as two or three years of self-directed study or apprenticeships);
  - is recognized as such by peers; and
  - is committed to devoting time to artistic activity, if financially feasible.
- Applications may be made by a non-profit organization to either:
  - host a residency, or
  - sponsor a Richmond-based artist to be hosted by another organization (which may or may not be a non-profit but where the residency supports the program objectives and the Artist's residency objectives.)
- Applicants may apply to host consecutive residencies in the second year; however, priority will be given to new applicants each year. An applicant may sponsor more than one artist at a time within the same project.
- The organization must demonstrate the capacity to host or sponsor a residency and must meet the General Eligibility criteria.
- There must be clear artistic development objectives for both the artist and host organization.
- The residency should provide opportunities for development and creation of the artist's work and if possible, some form of presentation of the artist's work either in progress or at completion.
- There should be some public engagement component of the work during the residency that would offer learning opportunities for the artist, related staff, the arts and cultural community and/or the general public.

- The residency and work created therein must be in addition to the regular activities of the Host organization.
- The grant is applicable to project costs: artist fees, materials, presentation costs and project administration costs born by the host organization.

Artistic Residencies (cont'd)

A Residency Agreement should address the points below (4 pages max, min 11 pt font):

- Artist Letter of Intent demonstrating the residency objectives and how it will further the development of the artist or artistic practice
- Organization Letter of Intent indicating the residency objectives
- A work plan (including timelines, activities, milestone dates, etc.)
- Financial obligations of both parties
- How the project will be evaluated
- A contingency plan (addressing potential changes, conflict or non-compliance)
- Signatures of all parties involved agreeing to the terms
- Budget of revenues and expenses

Assessment Criteria

There are three key areas of evaluation that are weighted equally: merit, organizational competence and community impact. The organization's recent activities (as outlined in the previous year's Grant Use Report, for example) as well as proposed ones are taken into consideration when assessing an application.

Programming/Merit

- Project is clear, considered and led by leader/artists with relevant experience.
- Clear mandate/vision and degree to which the project(s) support mandate/vision.
- Project is innovative and/or advances an existing arts practice.

Organizational Capacity

- Project budget is realistic, has diversified income, and meets funding criteria
- Group/organization has competent administration and governance structure
- Project(s) has/have realistic schedules, timelines, and planning practices

Impact

- Project includes collaboration, partnerships and/or community/volunteer involvement
- Project has a clear and reasonable marketing plan
- Project is accessible to public and has a core audience
- Project aims to diversify audience, attract new/diverse communities

Assessment and Awarding of Grants

Complete applications are assessed by an Assessment Committee made up of City staff. A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval.

Council will make the final grant decisions, at its sole discretion, based on the program goals, criteria, policies, requirements and a review of City staff recommendations.
Council may:

- Approve a funding application:
  - in total, with or without conditions (i.e., subject to a mid-year review)
  - in part, with or without conditions
- Ask for more information
- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

Funds will be dispersed as soon as possible after Council approval. The objective is to have all funds disbursed within 60 days of approval.

Grants are awarded on an annual basis. Applicants must re-apply each year. Continued funding is not guaranteed.

Conditions of Assistance

Please note that if your organization receives a civic grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively.
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts for all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts.
- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Division must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City.
- The City of Richmond requires organizations receiving a civic grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities (i.e., brochures, posters, advertisements, websites, advertisements, signs, etc.). Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should be similarly represented. Acknowledgement is provided by using the City of Richmond logo in accordance with prescribed standards. City of Richmond logo files and usage standards will be provided to successful applicants. Failure to acknowledge the City's support may result in the inability of an organization to obtain grant support in future years.
- Receipt of a grant does not guarantee funding in the following fiscal year.
- Successful applicants will complete a Grant Use Report online as a pre-condition for consideration of an organization's future grant applications. If the Project has not been completed at that time, an updated Grant Use Report must be submitted upon completion.

Confidentiality

All documents submitted by Applicants to the City of Richmond become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer members of the Assessment Committee for the purpose of evaluation and analysis, as well as to Council for recommendation report. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.

2026 Arts and Culture Grants Requests and Recommendations

OPERATING ASSISTANCE

Applicant Name	2025 Grant	2026 Request	2026 Recommendation	Application Summary	Pg.
Canadian YC Chinese Orchestra Association	$7,000	$10,000	$10,000	Support this intergenerational music group's organizational expenditures, such as artist fees and supplies, in order to present traditional Chinese and contemporary orchestral performances at concerts in Richmond theatres, seniors' homes and community events. The organization engages an average of 100 artists and 400 participants, primarily from Richmond, each year.	1–2
Cinevolution Media Arts Society	$10,000	$10,000	$10,000	Support this innovative media arts organization's expenses, including artist fees and supplies, to deliver programs that celebrate and reflect Richmond's unique cultural landscape. These programs foster meaningful connections between artists from diverse backgrounds including newcomers who live and work in Richmond. The organization engages an average of 50 artists and 500 participants, primarily from Richmond, each year.	3–4
Community Arts Council of Richmond	$8,650	$10,000	$10,000	Support this community arts service organization by funding expenditures, including artist supplies and venue rentals, to provide a wide range of creative opportunities that develop the arts in Richmond. The group offers multi-generational programming that demonstrates the important role arts play in building a healthy community. The organization engages an average of 150 artists and 5,000 participants, primarily from Richmond, each year.	5–6
Richmond Arts Coalition	$10,000	$10,000	$10,000	Support organizational expenditures, including artist fees, and supplies, to promote, support and advocate for the arts in Richmond. Programs include a monthly online newsletter as well as producing visual and performing arts events throughout the year. The organization engages an average of 300 artists and 10,000 participants, primarily from Richmond, each year.	7–8
Richmond Community Band Society	$5,400	$8,000	$7,500	Support organizational expenditures, including artist fees and supplies, for this long-standing band's performances at annual local events such as Remembrance Day and Canada Day. The organization also provides year-round engagement for seniors in the community. The organization engages an average of 40 artists and hundreds of audience members, primarily from Richmond, each year.	9–10
Richmond Community Orchestra and Chorus Association	$9,000	$10,000	$9,750	Support organizational expenditures, including artist fees and supplies, for this local symphonic and choral performance group to provide concerts, including intergenerational performance opportunities throughout the year. The organization engages an average of 50 artists and 1,000 audience members, primarily from Richmond, each year.	11–12
Richmond Delta Youth Orchestra	$10,000	$10,000	$10,000	Support organizational expenditures, including artist fees and supplies, to provide a professional orchestral preparation program for children and youth. This educational opportunity is enhanced with active engagement in the community by providing performances at local events in Richmond. The organization engages an average of 400 artists and 3,500 participants, primarily from Richmond, each year.	13–14
Richmond Improv Theatre Society	$10,000	$10,000	$10,000	Support organizational expenditures, including artist fees and supplies, to provide a series of entertaining improvisation workshops and performances for adults, youth and children throughout the city. The group's workshops also build leadership and volunteerism skills that serve the growth and vibrancy of Richmond. The organization engages an average of 80 artists and 800 participants, primarily from Richmond, each year.	15–16

Applicant Name	2025 Grant	2026 Request	2026 Recommendation	Application Summary	Pg.
Richmond Music School Society	$10,000	$10,000	$10,000	Support organizational expenditures, including artist fees and supplies, to provide high-quality music education and to foster community appreciation of music. This organization engages its students in community initiatives and performances throughout Richmond that are accessible and multigenerational. The organization engages an average of 350 artists and 2,000 participants and members, primarily from Richmond, each year.	17–18
Richmond Singers	$8,650	$10,000	$9,750	Support organizational expenditures, including artist fees and supplies, for this local women's choir that provides public and private performances for the community. The group also commissions new artistic work and provides outreach performances for local seniors. The organization engages an average of 50 artists and 1,000 participants and members, primarily from Richmond, each year.	19–20
Familogue Education Society	$0	$10,000	$0	This group is not eligible for an operating grant. Operating grants are by invitation, based on receiving at least three Project Assistance grants in previous years and demonstrating operating level capacity.	21–22
Richmond Youth Choral Society	$6,539	$0	$0	This group did not apply this year.	N/A
Operating Sub-Total	**$88,700**	**$108,000**	**$97,000**		

PROJECT ASSISTANCE

Applicant Name	2025 Grant	2026 Request	2026 Recommendation	Application Summary	Pg.
Arison Yue Opera Society	$0	$5,000	$4,500	Funding for public performance of "Butterfly Lovers", a contemporary version of a classic Chinese opera bringing a timeless story to both traditional audiences and new generations, at the Gateway Theatre. Approximately 50 Richmond artists will be involved with an expected attendance of up to 500.	23–24
BC Philharmonic Society	$0	$5,000	$4,500	Funding for public performance of "Spring from East and West", a new Violin and Pipa Double Concerto, performed by a solo violin and a solo pipa, a traditional Chinese musical instrument, accompanied by the BC Philharmonic Orchestra, at the Gateway Theatre. Approximately 100 Richmond artists will be involved with an expected attendance of up to 500.	25–26
Canada Chain Commerce and Culture Association	$0	$5,000	$0	This organization is not eligible as it is not primarily an Arts and Culture organization. The group has applied for another 2026 City grant (Health, Social and Safety Grant).	27–28
Canadian Association of Oriental Dramatic Arts	$0	$5,000	$0	This project is not eligible as the grant funds can not be used for fundraiser. Group can apply in future years.	29–30
Canada Chinese Performing Arts Society	$4,500	$5,000	$4,250	Support the presentation of Han music and a cultural celebration of the Full Moon, through storytelling, poetry and music in Richmond. The event will bring together professional artists and community performers to explore both traditional forms and new creativity. Approximately 30 artists will be involved with an expected attendance of 200.	31–32

Applicant Name	2025 Grant	2026 Request	2026 Recommendation	Application Summary	Pg.
Familogue Education Society	$0	$5,000	$0	As a Vancouver based service organization with a broad mandate, this organization is not eligible. The group may be eligible for the 2026 Community Celebration Grants.	33–34
Great Lakes Networking Society of BC	$0	$5,000	$0	As a Vancouver based service organization with a broad mandate, this organization is not eligible. The group may be eligible for the 2026 Community Celebration Grants.	35–36
Latincouver Cultural and Business Society	$0	$5,000	$0	As a Vancouver based service organization with a broad mandate, this organization is not eligible. The group may be eligible for the 2026 Community Celebration Grants.	37–38
Philippine Cultural Arts Society of BC	$0	$5,000	$4,000	Support the restoration and preservation of a selection of Filipino traditional folk dance costumes that are used in numerous events in Richmond. Dancers and volunteer seamsters, with knowledge of cultural accuracy and craftsmanship, will ensure each piece, an artistic expression in itself, is repaired with care and respect for its origins.	39–40
Richmond Art Gallery Association	$5,000	$5,000	$5,000	Funding to support the "Art After Dark" Youth Series. This free after-hours event for youth features hands-on artmaking, music and social activities, introducing youth to gallery artists and staff in a welcoming, inclusive space during Youth Week, Pride Week and Culture Days. There is an expected participation of 200+ participants, primarily from Richmond.	41–42
Steveston Historical Society	$5,000	$5,000	$5,000	Support the return of "Steveston Alive", dramatized walking tours of Steveston. This activity provides educational theatre arts opportunities for youth in Richmond, ranging from acting to costume design.	43–44
Textile Arts Guild of Richmond	$1,300	$1,300	$1,300	Support a four-part speakers series that presents accomplished textile artists to share insights and techniques with a local audience.	45–46
The Unsold Media Foundation	$0	$5,000	$0	This organization is currently not eligible. Guidelines require a non-profit to be officially established for 6 months. This organization did not meet that criteria. They can re-apply in future years.	47–48
The Vancouver International Mountain Film Festival	$0	$5,000	$2,580	Support the expansion of the festival to Richmond, a two-day celebration of adventure, art and film to include workshops and activities that feature Richmond artists. The intended participation and audience is 750, primarily from Richmond.	49–50
Vancouver Cantonese Opera	$4,500	$5,000	$4,250	Support the "Richmond Cultural Harmony" project, a series of opera workshops and concerts at the Richmond Cultural Centre, to an intended audience of 560, primarily from Richmond.	51–52
The Chop Theatre Society, Direct Theatre Collective, Musica Intima Society	$14,500	$0	$0	These groups did not apply this year.	N/A
Project Sub-Total	**$34,800**	**$71,300**	**$35,380**		
GRAND TOTALS	**$123,500**	**$179,300**	**$132,380**		

Richmond
City of Richmond, British Columbia, Canada

Society: Canadian YC Chinese Orchestra Association

Society Mandate Summary

To promote Chinese music by performing to the public in the City of Richmond and the greater Vancouver area.

Society History

Since inception, the association has had numerous performances by members in terms of main orchestra, smaller ensembles, as well as solo performances. Since 2012, the orchestra has registered as the first music group in residence of the Cultural Centre of City of Richmond. Our efforts to promote Chinese culture also include cooperation with other groups. One of our major performances, “Guests From Afar Please Stay”, was in partnership with Vancouver Choir at the Norman Rothstein Theatre (about 350 audience capacity). The performance had a full house and as a result, another show was added (in about 6 months). Since 2013, we have been a partner of the Multicultural Heritage Festival held each summer at the Richmond Cultural Centre and our performance of "O Canada" with our own instruments was welcomed by the audiences as well as Government officials. For the last 15 years, CYCCOA continued to be a strong element in the City of Richmond. In addition to performing in many concerts, CYCCOA hosted educational workshops, participated in community services, provided free performance for senior homes, local regional centres, cultural events, festivals, and celebrations across our community. As an artist group in residence of the Richmond Cultural Center, we participate actively in the Cultural events in our community. With Cultural Grants from the City of Richmond in the last 12 years, we have been able to produce large scale concerts at The Richmond Gateway Theatre, such as 2014 Ocean Hometown concert, 2015 Qiao's Grand Courtyard concert, 2016 Festival Gala and Multicultural Art Festival concert, 2017 Rising stars concert, 2018 Canada International Art Festival, 2019 Colours of Summer concert, 2023 Essence of Jin, 2024 Colourful Yunan and 2025 Charm of Chaozhou. In fact, the above concerts were all a huge success and we had a full house of over 500 audiences each time.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $58,600.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$7,000.00	Arts & Culture Operating Assistance
2024	$7,464.00	Arts & Culture Operating Assistance

Year	Amount	Grant Program
2023	$8,000.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$57,997.83	$59,000.00
Total Expenses:	$44,396.35	$58,600.00
Surplus:	$13,601.48	$400.00
Accumulated Surplus:	$13,601.48	$14,001.48
		Other Funders
Gaming grant:		$7,000.00
Canada summer job grant:		$11,000.00

Society: Cinevolution Media Arts Society

Society Mandate Summary

Cinevolution makes experimental film and media art accessible for all, with a focus on connecting and empowering immigrants and other historically marginalized communities through participatory community festivals and events.

Society History

Founded in 2007 by a group of Pan Asian filmmakers, artists and activists, Cinevolution is Richmond's first and only media arts organization. Since then, it has been a leading voice for newcomer communities while promoting independent film, interdisciplinary arts and critical dialogue on migration and diversity. Recognized for excellence in programming, vision, and community impact, Cinevolution was twice a finalist for the Richmond Arts Awards Cultural Leadership Award, recipient of Volunteer Richmond's Nova Star Award in 2013 and awarded the Richmond Arts Award for Artistic Innovation in 2012. From 2007-2010, Cinevolution presented 3 editions of the Vancouver New Asia Film Festival (VNAFF), 2 DocuAsia Forums, 30+ community screenings, and Richmond's first youth film outreach program – the Dream Project. From 2011-2014, VNAFF rebranded as the Your Kontinent: International Film and Media Arts Festival, adopting a more global scope for film selection and introducing media art elements. In 2015, we transitioned from a traditional film festival model to two signature programs: Digital Carnival (DC), an annual festival of cutting-edge media art for community audiences, and DocuAsia Forum which uses documentary as a platform to gather artists, researchers, community organizers and diverse publics for critical dialogue on current issues in contemporary Asia, their local relevance, and global implications. DC was part of the Richmond World Festival from 2015-2019. Highlighting a wide range of emerging and established media artists and art forms, the series has established experimental media arts as part of Richmond's public landscape. In 2021, DC took place as a hybrid festival for the first time with a partnership exhibit at the Richmond Art Gallery. Cinevolution has also co-produced several artist/community-led projects: Art Talking Women (2012-2016), Underwater Chinatown (2014-2016), Surviving Samsara (2017-present), Suzhou Alley Women's Mural Project (2018-present).

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $182,408.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$10,000.00	Arts & Culture Operating Assistance
2024	$9,000.00	Arts & Culture Operating Assistance
2023	$8,500.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$67,296.00	$182,401.00
Total Expenses:	$67,264.00	$182,408.00
Surplus:	$33.00	($7.00)
Accumulated Surplus:	$59,401.00	$59,440.00
		Other Funders
BCAC ABCD: $4,050; BCAC Accelerate: $25,460; BCAC Impact program: $30,000:		$59,510.00
Digital Museums Canada: $110,616:		$110,616.00

Society: Community Arts Council of Richmond

Society Mandate Summary

Society History

Prior to 1970, a group of like-minded arts advocates came together with a shared vision: to support and sustain the arts community in Richmond and encourage its growth. From this vision, the Community Arts Council of Richmond (CACR) was born. Over time, CACR has expanded its reach, connecting artists and citizens to share the invaluable benefits of the arts. CACR has made significant contributions to Richmond's cultural landscape, raising major funds for capital building projects such as The Gateway Theatre and the Richmond Cultural Centre. The organization has also contributed to all art disciplines by offering grants, scholarships, and event sponsorships, as well as organizing and hosting numerous classes and workshops across the city. Additionally, CACR provides gallery space at a nominal cost for artist members to exhibit and sell their work and has produced countless exhibitions and shows that increase the visibility of the arts in Richmond. The organization also supports other arts and culture groups through financial and intellectual assistance, sharing expertise and experience to strengthen the arts community as a whole. CACR's working board is highly engaged, meeting monthly to plan events, stay updated on developments in the arts and culture sector, and explore new ways to increase membership and partnerships. The board actively fosters collaborations with other arts and culture organizations to maximize their collective impact. Furthermore, CACR is dedicated to supporting underserved youth by offering programs that provide them with opportunities to explore the arts. This commitment underscores the belief that the arts enrich lives, bridge cultural gaps, and help build a stronger, more connected community.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $56,330.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$8,650.00	Arts & Culture Operating Assistance
2024	$9,000.00	Arts & Culture Operating Assistance
2023	$9,130.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$33,929.00	$37,250.00
Total Expenses:	$37,807.00	$45,370.00
Surplus:	($3,879.00)	($19,808.00)
Accumulated Surplus:	$0.00	$0.00
		Other Funders
BC Gaming:		$1,500.00

Society: Richmond Arts Coalition

Society Mandate Summary

Society History

2004: The City of Richmond passed the Richmond Arts Strategy with recommendations to improve communication between arts groups and to strengthen the arts community. 2005: As a result, the Richmond Arts Coalition (RAC) was formed as a Society. 2008: The City's '2010 Arts Plan' identified RAC as the advocacy organization responsible for bringing local artists + arts groups together. Since then: Partnerships with the City on the annual Richmond Arts Awards + Richmond Maritime Festival, acquiring grants for local artists. Also: RAC's website, email newsletters + social media accounts, sharing arts events + opportunities, and featuring local artists. 2013: Established endowment fund with Richmond Community Foundation. Conducted survey of the state of Arts in Richmond. Since 2015: bi-annual collaborations with Richmond Art Gallery on ArtRich, a month-long, juried exhibition of local artists. Since 2018: Annual collaborations with Steveston Historical Society on Songs in the Snow, running the artist call + seeking grants to bring funding into Richmond. 2020: Organized digital Maritime Festival (over 46,000 views). Starting in 2021: Let's Celebrate Together video series, highlighted artists with five iterations. Since 2022: Culture Days partnerships with SD38, supporting local artists + youth with workshops, exhibitions. 2023: Connected Richmond + Wakayama, Japan, Richmond's sister city, with online youth art workshops and exhibitions. 2024: Youth ArtRich exhibition. RAC opened a hub in the Cultural Centre Annex's Cornerspace. 2025: Start of ongoing Cornerspace art exhibitions. As an advocacy org., RAC engages with City staff + Council on arts issues, speaks with MLAs and MPs, and creates + shares arts questionnaires to election candidates. RAC promotes and advocates supporting Art and Artists for a healthy and vibrant Richmond. RAC advocates for an Arts Needs Assessment, Arts Strategy plans, community partnerships, and other ways to support local artists.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $98,493.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$10,000.00	Arts & Culture Operating Assistance
2024	$10,000.00	Arts & Culture Operating Assistance
2023	$9,000.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$65,559.70	$98,493.00
Total Expenses:	$65,559.70	$98,493.00
Surplus:	$0.00	$0.00
Accumulated Surplus:	$23,775.30	$13,747.29
		Other Funders
BC Community Gaming Grant - Spring 2026:		$10,000.00
Canadian Heritage Building Communities through Arts and Heritage - Local Festivals Grant (Richmond Maritime Festival):		$25,000.00

Society: Richmond Community Band Society

Society Mandate Summary

To provide the Richmond public with focused musical concerts, as well as providing seniors in long term/permanent residential care with some outside entertainment. To promote music in local schools through joint concerts and to provide an outlet for the musical aspirations of our members, many of whom are returning to an instrument after years or even decades of not playing.

Society History

Branch 5 of the Royal Canadian Legion created the Band in 1973 and fully supported it until 1976 when it became independent of the Legion and was incorporated as The J.S. Thompson Band Society. In 1996 it was renamed The Lulu Island Music Society and in 2003 to the Richmond Community Band Society. Throughout these name changes the Band has retained the same musical focus. Rehearsals are every Monday evening from 7:30 to 9:30 pm in the Richmond Ukrainian Hall on Francis Road. Our Music Director is Cheryl McHugh, a local professional musician, conductor, and educator. Cheryl joined us this September 2024, following the retirement of our previous conductor, Bob Mullett, who had been in that role for 46 years. Our role in Richmond is to provide a varied series of musical events by improving the skills of our members at rehearsals. Past performances have included November 11th ceremonies at the City Hall, the July 1st Canada Day parade in Steveston, the Ladner Bandfest, and an annual (for 34 years) ticketed fund-raising concert at the Gateway Theatre. We relocated to the various Richmond churches for concerts when the Gateway Theatre changed its focus to professional performances. We also have performed at various seniors' residences, the Minoru Seniors' Centre (now the Minoru Centre for Active Living), Aberdeen Shopping Mall, the Steveston Fish Cannery, the Britannia Heritage Shipyard and Westwind Elementary School. In past summers we have present outdoor concerts in Richmond parks. In the summer of 2021 (during a lull in the Covid-19 pandemic), we held outdoor rehearsals and presented an outdoor concert at Thomas Kidd School Park. In 1995 we were invited to participate in the ceremonies celebrating the liberation of the Netherlands by Canadian Armed Forces at the end of WW2. In 1989 the band toured England and Scotland.

Grant Request

Requested Amount: $8,000.00

Society Operating Budget: $26,740.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$5,400.00	Arts & Culture Operating Assistance

Year	Amount	Grant Program
2024	$5,400.00	Arts & Culture Operating Assistance
2023	$3,350.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$20,873.00	$24,900.00
Total Expenses:	$20,615.00	$26,740.00
Surplus:	$258.00	($1,840.00)
Accumulated Surplus:	($6,539.68)	$8,379.68
		Other Funders
BC Gaming Commission:		$3,500.00

Richmond
City of Richmond, British Columbia, Canada

Society: Richmond Community Orchestra and Chorus Association

Society Mandate Summary

Society History

This is ROCA's 40th anniversary year. Founded in 1986 ROCA has been in continuous operation (two Covid years excepted) with 5-6 concerts per year primarily performed in three Richmond churches. Concerts are usually well attended by 200-300 persons per concert. Richmond partners with numerous Richmond philanthropic organizations including the Richmond Foodbank, Regional Animal Protection Services, Ukrainian Community Society of Ivan Franko, Dreams Take Flight, and etc. ROCA participates in Richmond Cultural Days and intends to extend its musical performances to other organizations such as enrichment programs at care homes or hospitals. An important annual event is our Rising Stars concert with solo performances from local senior students. Some who have been showcased with ROCA have gone on to professional careers in Canada and abroad.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $115,900.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$9,000.00	Arts & Culture Operating Assistance
2024	$9,000.00	Arts & Culture Operating Assistance
2023	$8,300.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$111,485.59	$114,600.00
Total Expenses:	$129,690.94	$115,900.00
Surplus:	($18,205.35)	($1,300.00)
Accumulated Surplus:	$5,245.00	$3,945.00

	Most Recently Completed Year	Proposed Year
		Other Funders
Gaming Grant:		$15,000.00

Society: Richmond Delta Youth Orchestra

Society Mandate Summary

The Richmond Delta Youth Orchestra (RDYO) is a professional orchestral preparation program for young musicians, ages 6 to 25, providing instruction and performance opportunities in an ensemble setting.

Society History

The Orchestra's journey started back in September 1971, commencing rehearsals in Ladner. Under the leadership of Harry Gomez, who served as both the Conductor and Music Director, the ensemble took shape with approximately forty dedicated musicians. The Orchestra's inaugural performance took place at an open rehearsal held at the Ladner Community Centre for Mayor Dugald Morrison later that same year. Throughout the 1970s and 1980s, the Orchestra experienced remarkable growth, drawing talented young musicians not only from Richmond but also from across the Lower Mainland. Its core mission remained centered on offering exceptional orchestral training under the guidance of highly qualified musical instructors. In 2013, acknowledging that a significant portion of its young talent hailed from Richmond, the Orchestra officially rebranded itself as the Richmond Delta Youth Orchestra. After the relocation to Richmond, the organization's enrollment nearly doubled to roster of 111 young performers organized into seven divisions: Symphony, Senior Strings, Intermediate Strings, Junior Strings, Senior Winds, Junior Winds, and Chamber Music. Through the pandemic (2020-2022), RDYO creatively offered online classes and persisted through all its challenges. The board uses this time to engaged in a thorough strategic planning process. In 2022, thanks to the consistent and creativity of the RDYO board, faculty and staff, RDYO become the youngest community group to ever win GOLD at the MusicFest National competition. In the fall of 2022, the number of young musicians enrolled at RDYO skyrocketed to over 150 students In 2023, following its strategic planning, RDYO established its first full time staff position, and established co-leadership of professional administration: Operations Director and Music Director. Despite the challenge of a venue closure, RDYO continues to draw increased number of musician. Currently, 167 students played weekly at RDYO. Year after year, the RDYO presents a multitude of outreach concerts in Richmond and the greater Metro Vancouver area, with notable appearances at events such as the Richmond World Festival, Culture Days, Richmond Cultural Centre, Richmond Public Library, WE Day, Maple Residences, and Aberdeen Centre. The RDYO stands as a vibrant and continually expanding contributor to Richmond's rich cultural landscape.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $313,169.70

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$10,000.00	Arts & Culture Operating Assistance
2024	$10,000.00	Arts & Culture Operating Assistance
2023	$9,130.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$301,577.98	$313,169.70
Total Expenses:	$295,056.23	$318,652.00
Surplus:	$6,521.75	($5,482.30)
Accumulated Surplus:	$6,521.75	($5,482.30)
		Other Funders
Gaming grant, BC Art Council Project Assistance:		$47,000.00

Society: Richmond Improv Theatre Society

Society Mandate Summary

Society History

The Richmond Improv Theatre Society (RITS), formerly known as Tickle Me Pickle (TMP), has been an integral part of the Richmond arts scene since its inception in 2000. Having officially transitioned to a not-for-profit society in 2013 and subsequently rebranded as RITS in 2022, we are proud to offer improv classes, presentations, and performances throughout the City of Richmond. After receiving a series of Project Assistance Grants to run our season of improv activity, 2024-2025 marked the first year that RITS procured an Operating Assistance Grant. RITS is the only improv organization in Richmond. RITS is proud to be embedded in the Richmond Arts scene, with public shows, classes and opportunities for individuals of all ages to participate. RITS is equally proud to play a role in building cultural harmony, bringing people from diverse backgrounds together to connect through the art of improv.

Grant Request

Requested Amount:	$10,000.00
Society Operating Budget:	$35,430.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$10,000.00	Arts & Culture Operating Assistance
2024	$5,000.00	Arts & Culture Project Assistance
2023	$4,150.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$30,837.69	$35,430.00
Total Expenses:	$30,241.06	$35,430.00
Surplus:	$596.63	$0.00
Accumulated Surplus:	$752.16	$752.16

	Most Recently Completed Year	Proposed Year
Other Funders		

Society: Richmond Music School Society

Society Mandate Summary

Society History

The Richmond Music School Society (RMS) has been a committed contributor to the cultural life of Richmond since it was established in 1979. As we enter our 46th anniversary season, we remain as committed as ever to a high standard of professional criteria with a focus on the accessibility of quality music education to all sectors of Metro Vancouver. As a founding member of the BC Association of Community Music Schools, RMS must adhere to a high standard of professional criteria to which commercial schools are not bound. Our focus is on the accessibility of music education to all sectors of the Richmond community, with an emphasis on program excellence and community work. Between the cost of instrument purchases, equipment rentals, sheet music, lesson fees, and program fees, music lessons can be a luxury that not everyone can afford. RMS is bridging this gap by ensuring equity of access to quality music education through its various outreach programs, bursaries and affordable lesson fees. Offering lessons in a wide range of styles—from classical to jazz, rock, and pop—RMS serves students of all ages and abilities. While much of the instruction prepares students for the U.K. Associated Board of the Royal Schools of Music (ABRSM) and Canadian Royal Conservatory of Music (RCM) examinations, the school also offers interest-based programs like songwriting, ukulele, and music appreciation. RMS also offers outreach programs to bridge the gap for those who may find music education financially out of reach. RMS has built a strong community presence through performances at signature Richmond events such as Winter Wonderland at City Hall, Culture Days, Aberdeen Centre, and outreach concerts at senior living facilities. Highlights include the 2010 Olympic “music marathon,” the Arts Education Awards Ceremony (2022), the Richmond Kids exhibition opening (2023), and the Richmond Community Foundation’s Donor Appreciation Event (2024). In 2025, RMS expanded this tradition with the Chopin Marathon, a multi-day celebration supported by Tom Lee Music and recognized by the Polish Consulate and Vancouver Chopin Society, as well as the Intergenerational Program “Evolution of Music” held at the Minoru Centre for Active Living Senior Centre, which connected children and seniors through music workshops and shared learning. Together, these initiatives strengthened outreach, deepened community partnerships, and highlighted the educational and social impact of RMS programming.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $530,420.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$10,000.00	Arts & Culture Operating Assistance
2024	$10,000.00	Arts & Culture Operating Assistance
2023	$9,370.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$587,414.00	$530,420.00
Total Expenses:	$571,569.00	$530,420.00
Surplus:	$15,845.00	$1.00
Accumulated Surplus:	$22,136.00	$1.00
		Other Funders
BC Gaming Grant:		$53,200.00
New Horizons for Seniors Program:		$25,000.00

Society: Richmond Singers

Society Mandate Summary

Society History

The Richmond Singers are 55 women who love to sing a variety of music for the enjoyment of our audience and our members. A community choir started in 1971 we have represented BC in Ottawa and St. John's, Newfoundland and travelled to various parts of BC to perform. In 2016 and again Jul 1-5, 2025 we sang in Powell River at "Kathaumixw" an international choral event. Over 600 singers from around the world gathered in Powell River to perform 18 concerts in just five days. During the fall and spring seasons our main choir is actively engaged in workshops and fundraising as well as requests for additional community events. Our 18-member Ensemble, formed in 1989, perform 30-35 sing-outs at care facilities and senior homes each year. We are managed by an 8-member volunteer Board of Directors elected on two-year rotating terms and many committees. We promote equality of opportunity for all our members and aim to ensure that no individual is discriminated against by following the non-discrimination policy found in the BC Human Rights Code and the Canadian Human Rights Act. We embrace and respect the diversity of our community and we endeavour at all times to celebrate music and song without discrimination

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $65,830.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$8,650.00	Arts & Culture Operating Assistance
2024	$8,100.00	Arts & Culture Operating Assistance
2023	$8,100.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$78,024.79	$65,600.00
Total Expenses:	$119,101.44	$65,830.00

	Most Recently Completed Year	Proposed Year
Surplus:	($41,076.00)	($230.00)
Accumulated Surplus:	$12,489.00	$12,259.00
		Other Funders
BC Gaming Grant received:		$12,000.00

Society: Famillogue Education Society

Society Mandate Summary

Society History

Brief History of the Society and Its Role in Richmond Famillogue was founded to address the unique needs of immigrant and newcomer families settling in Richmond, especially those striving to sustain their cultural heritage while building new lives in Canada. From its inception, Famillogue has championed the power of family communication and cultural connection—beginning with grassroots initiatives to help children and parents retain their mother tongue, celebrate traditions, and adapt to life in a multicultural society. Over time, Famillogue has expanded beyond language retention, now offering a rich spectrum of arts-based programs, intergenerational learning, creative workshops, counseling, and holistic community support services. The organization is shaped and led by culturally diverse educators and artists, ensuring services reflect the lived experiences of Richmond's families. Role in Richmond's Art and Culture Famillogue actively enriches Richmond's vibrant arts ecosystem by presenting culturally relevant family literacy classes, Chinese reading theatre, and creative arts workshops that blend heritage education with contemporary artistic practice. The society places special emphasis on intergenerational dialogue and creative expression—enabling children and parents alike to deepen cultural identity, discover new art forms, and connect meaningfully through shared experiences. Through accessible events, partnerships with local artists, and outreach in multiple languages, Famillogue bridges linguistic and cultural divides, increases access to the arts, and engages immigrant and multicultural families citywide. Today, Famillogue is widely recognized as a grassroots leader in fostering multicultural coexistence, community integration, and ongoing heritage preservation in Richmond—supporting the city's vision of an inclusive, dynamic, and culturally rich community for all.

Grant Request

Requested Amount: $10,000.00

Society Operating Budget: $172,526.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$215,035.00	$191,699.00
Total Expenses:	$136,443.00	$172,526.00
Surplus:	$78,592.00	$19,172.00
Accumulated Surplus:	$122,988.00	$140,467.00
		Other Funders
The New Horizon project for seniors and Accessibility Grant (Sensory Room Project):		$56,500.00

Richmond
City of Richmond, British Columbia, Canada

Society: Arisun Yue Opera Society

Project Name: Butterfly Lovers

Dates: April 19, 2026

Project Summary

Jan 2026 - "Butterfly Lovers" initial planning, art director decides on choice of artists for each role. Jan 2026 - Apr 2026 - general affairs executive works on costume/prop/microphone purchase and shipping. Jan 2026 – Apr 2026, Yue Opera performance rehearsing (at a rental space of about 1000 sq ft in Richmond) on every Sunday afternoon.

Society Mission/Mandate

Yue opera, is the second most popular opera form out of over 360 opera genres in China. Founded in January 2018, The Arisun Yue Opera Society (AYOS) is the largest Yue Opera Society in our British Columbia. The AYOS has a mandate to promote Yue Opera Performance Development. Our program is to deliver both formal and informal Yue Opera production, learning and appreciation workshops, conferences and seminars for opera lovers and all Canadians.

Society History

Our association is a community-based organization with over 40 active members dedicated to the preservation and promotion of Yue Opera. Each year, we produce a formal public performance at established venues such as the Gateway Theatre, Ricerport Casino, Stange One Acadamy, or other major community centers. Since our founding, we have organized weekly workshops under the guidance of senior professional performers. Until February 2020, these rehearsals were held every Sunday in a rental space in Richmond. While the COVID-19 pandemic interrupted in-person gatherings, we successfully pivoted to online programming and produced four pre-recorded performances between 2020 and 2022, ensuring continuity of artistic practice and community engagement. Most of our members are residents of Richmond, and our association plays a unique role in training performers and bringing high-quality Yue Opera productions to the local community. On a regular basis, we attract audiences of 30–40 non-member attendees for smaller-scale live performances, in addition to larger public productions. In Feburay and September 2023, we had two major live Yue Opera performances at Gateway Theatre. Beyond our formal productions, our association is deeply engaged with the broader community. We regularly perform at cultural and seasonal festivals such as Chinese New Year, multicultural celebrations, and Christmas events, and at local venues including River Rock Casino, Stage One Academy, Yahan Centre, and senior residences such as Minoru Residence. These outreach activities extend the reach of Yue Opera, bringing this unique cultural art form to diverse audiences across Richmond.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$23,700.00
Society Operating Budget:	$43,400.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$3,000.00	Arts & Culture Project Assistance
2023	$4,050.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$29,790.00	$43,400.00
Total Expenses:	$30,592.07	$43,400.00
Surplus:	($802.07)	$0.01
Accumulated Surplus:	$1,059.64	$3.00
		Other Funders
BC gaming grant:		$4,000.00

Richmond
City of Richmond, British Columbia, Canada

Society: BCPhilharmonic SOciety

Project Name: "Spring from East and West"

Dates: July 2026

Project Summary

"Spring from East and West" a new Violin and Pipa Double Concerto. The concerto will be performed by a solo violin and a solo pipa (a Chinese plucked instrument with 4 strings) accompanied by the BC Philharmonic Orchestra with some Chinese Traditional percussion instruments.

Society Mission/Mandate

Formed at the end of 2016, the BC Philharmonic Orchestra Society BCPO (formally known as Vancouver Youth Philharmonic Orchestra Society) is a non-profit society with a mandate to promote, to perform and to produce orchestra music in Vancouver as well as all over the world. The mission of the BC Philharmonic Society is to provide organizational support to promote and serve the needs of its members in their many musical activities. The founding principles of the Society are inclusion and innovation in developing a musical legacy. The mandate of the Society is to develop a greater understanding and appreciation of regional cultural activities, both contemporary and traditional, and share and develop common cultural understanding and experience with members and audience alike through public performance events and educational programs.

Society History

Since the end of 2016, the BCPS has become very popular in the greater Vancouver (including Richmond) community by giving out many public performances by musicians under the supervision of music director/conductor Ray Zhuo, who won the first prize at Romania Black Sea International Conducting Competition. We held a “Flash Mob” at the Richmond Lansdowne Mall in April 2017. We held the first annual concert at the Fraser-view Church in Richmond In June 2017. We were invited to perform to celebrate the New Year and Christmas at the Richmond Aberdeen Center 2017, 2018, 2019. We performed at Disney World, US, in Mar 2018. We held the concert at the Norman Rothstein Theatre Vancouver in June 19, 2018. We had a performance for the annual concert in the Scottish Culture Center in Vancouver on Jun 15, 2019. We performed a very successful concert of the commemoration of the 80th anniversary of the creation of the “Yellow River Cantata". On October 20, 2019 with BC Philharmonic Orchestra and Vancouver Youth Philharmonic Orchestra combined Herald Chanters Choir and Si-Chuan Xing Hai Choir, we produced a very successful concert at the Chan Center of UBC and Grand Concert with BCPO and VYPO combined Herald Chanters Choir & S.C.U.T. Vancouver Alumni Chorus at Vancouver Playhouse on Dec. 22, 2019. On Dec 5, 2021, we performed at Broadmoor Church Richmond. We held the 2021 "New Years Concert in Cloud" in Richmond. We held a chamber-music concert in Stanley in July 2021. We participated in Cultural Days 2021 & 2022. We supported the Richmond Centre for Disability Online Fundraiser Concert 2021 & 2022. On Aug 6, 2022, we held

Sunshine Concert in South Arm Park, in Richmond. During Jul & Aug, 2022, we performed at Courtyard & Pinegrove Senior House in Richmond. Oct 1, 2022, we co-hosted "Raise Me Up" concert with Helkey Music at Broadmoor Church in Richmond.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$25,700.00
Society Operating Budget:	$65,200.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$4,500.00	Arts & Culture Project Assistance
2023	$3,850.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$84,000.00	$66,000.00
Total Expenses:	$80,700.00	$65,200.00
Surplus:	$3,300.00	$800.00
Accumulated Surplus:	$17,422.00	$18,222.00
		Other Funders
BC gaming grant:		$1,000.00
Canada Art Council:		$1,000.00

Richmond
City of Richmond, British Columbia, Canada

Society: Canada Chain Commerce and Culture Association

Project Name: Multicultural Musical Recital Dedicated for Mom & Dad

Dates: May 9.2026

Project Summary

The Multicultural Musical Recital Dedicated for Mom & Dad is a community-based event that celebrates motherhood, family, and cultural diversity through music and performance. Featuring professional and emerging artists, the recital presents traditional and contemporary works that honor mothers and family bonds. Organized by CCCA, this annual Richmond event fosters intercultural understanding, supports local artists, and enriches the city's inclusive cultural landscape.

Society Mission/Mandate

The Canada Chain Commerce and Culture Association (CCCA) is a non-profit society based in Richmond, BC, dedicated to fostering arts, culture, and community engagement. CCCA provides accessible programs and events for residents of all ages, including youth and seniors, to participate in and appreciate diverse artistic and cultural expressions. The organization supports local professional artists, facilitates artistic development, and promotes cross-cultural understanding and social inclusion within the Richmond community.

Society History

Established in 2016, CCCA has been actively contributing to the Richmond community for over 9 years. The organization has hosted the annual "Dedicated for Mom & Dad Multicultural Musical Recital," organized community workshops, and conducted youth arts competitions, providing local young people with opportunities to develop and showcase their talents in music, dance, and visual arts. CCCA also offers one-day cultural excursions and an annual Elderly Appreciation Banquet for seniors, enabling older residents to engage socially, enjoy cultural experiences, and stay connected to the community. These programs are free and publicly accessible, engaging local professional artists, fostering youth artistic development, enhancing cultural literacy, and promoting social cohesion and overall well-being in Richmond.

Grant Request

Requested Amount: $5,000.00

Project Budget: $11,470.00

Society Operating Budget: $31,500.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$31,520.00	$32,500.00
Total Expenses:	$31,465.00	$31,714.00
Surplus:	$55.00	$786.00
Accumulated Surplus:	$55.00	$841.00
		Other Funders

Richmond
City of Richmond, British Columbia, Canada

Society: CANADIAN ASSOCIATION OF ORIENTAL DRAMATIC ARTS

Project Name: The four Classic Novels of Literature

Dates: 2025/05/03

Project Summary

The Four Classics" – A Comic Theatrical Adaptation China's greatest literary legends are reborn on stage with a modern twist! Journey to the West becomes a hilarious spiritual road trip, Dream of the Red Chamber turns into a poetic confession of youth, Water Margin transforms brotherhood into a start-up adventure, and Romance of the Three Kingdoms erupts into an absurd improvisational comedy. Through laughter and chaos, the play celebrates passion, humanity, and perseverance — a tribute to everyone who keeps the stage alive through love and devotion.

Society Mission/Mandate

Canadian Drama Arts Troupe is a federally incorporated not-for-profit (founded in 2018). We use theatre as a bridge to create heartfelt work that celebrates truth, goodness, and beauty and affirms people's love for a better life. Our mandate includes the creation and presentation of original and repertory productions; training in voice, movement, and stagecraft for youth and adults; and bilingual (EN/zh) public education and community outreach. We enrich Canada's multicultural landscape and foster cultural exchange between China and Canada. In recent seasons, we have produced stage plays, theatre for young audiences, and cross-media projects, sharing warmth and strength through carefully crafted work while building community connection.

Society History

Canadian Drama Arts Troupe has a long-standing connection with Richmond. Our rehearsals and many public presentations are based here, with past local productions including Sweet–Savory Pair (甜咸配) and Goodbye Mr. Loser (夏洛特烦恼). Recent activities include: in 2023, film work in Richmond (An Unnecessary Spring Festival Gala), plus Na Wei Stand-up and a Children's Troupe Showcase at Superstar Stage; in 2024, another Children's Troupe Showcase at Superstar Stage and the large-scale charity original Zen Realm (禅境界) at He Shi Theatre; and in 2025, the charity original Heart Lamp (心灯) planned at the Shaolin Zen Wu Culture Center. We will continue partnering with Richmond venues and community groups and provide bilingual (EN/zh) outreach to serve Richmond audiences and strengthen community connections.

Grant Request

Requested Amount: $5,000.00

Project Budget: $12,000.00

Society Operating Budget: $12,000.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$96,793.00	$12,000.00
Total Expenses:	$113,324.00	$12,000.00
Surplus:	($16,531.00)	$1.00
Accumulated Surplus:	$68,511.00	$68,511.00
		Other Funders

Richmond
City of Richmond, British Columbia, Canada

Society: Canada Chinese Performing Arts Society

Project Name: Moon Celebration

Dates: September 6, 2026

Project Summary

In this proposal, the Canada Chinese Performing Arts Society proposes a Full Moon Celebration event in Richmond City. Full Moon Celebrations are cultural traditions in many Asian countries and nations. The content of the event is Han Music performance by a professional Chinese instruments ensemble , singer, narrator and a community choir.

Society Mission/Mandate

The organization was established 16 years ago as 'Huayi'(VBCM) Production and later on registered as a non-profit organization as The Canada Chinese Performing Arts Society. The organization puts its energy to promote performing arts based on Chinese culture and to promote cultural exchange between Canada and China. The mission for the Canada Chinese Performing Arts Society is to promote performing arts and make a pool to pull people together from different cultures to work with music. Even though the Society is based on traditional Chinese culture, there is no limitation on opening and exploring new ideas and styles for the potential of creating new concepts for performing arts. Through these efforts, the society desires to benefit professional artists and audiences from our community.

Society History

The society has a professional profile with the Canada Council for the Arts. Han Music ensemble under management of the society is based in Richmond professional ensemble. Some leading musicians are residents of Richmond city. The society also manages a community choir. The choir rehearses regularly in Richmond and most of the singers and the vocal director are also residents in Richmond city. September 26 2024, BC Richmond Cultural Day - Full Moon Celebration July 15 2023, out door event at Canadian Flower of Winery and the event received a cultural grant from Richmond city. July 2022, outdoor event at the Canadian Flower of Winery and the event received a cultural grant from Richmond city. Early 2022, a large video recording project at the Civic Theatre of Surrey Arts Center for music works from Canadian composers. Spring of 2022, brought some Canadian musicians traveling to USA for a collaborative project with Center of Chinese Music and Culture in Middle Tennessee State University. In the past: September 2019, produced "Red Moon" – expression of poem and music, concert At Fraserview Church in Richmond. February 2, 2018, partnered with the White Rock Chinese Association, CCPAS co produced a successful large scale stage show "Gala Showcase of Han Culture) at Bell Performing Arts Centre in Surrey. April 2017, cooperated with Vancouver Intercultural Orchestra for the "Hands On" international drum music festival. The Canada Chinese Performing Arts Society organized the Chinese music session. August 2016 produced the second music festival at Norman

Rothstein Theatre Vancouver. In 2015 the singers of the society performed with the Orchid Ensemble at Pyatt Hall of VSO school. Invited to perform at The Sound of Dragon International Music Festival in May 2014. The Han Chinese Music Ensemble, solo singer and Huayi Choir performed a concert titled "The Burst of Folk Songs" Productions to celebrate BC 150 and Vancouver 125 anniversary.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$11,000.00
Society Operating Budget:	$36,500.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$4,500.00	Arts & Culture Project Assistance
2024	$4,500.00	Arts & Culture Project Assistance
2023	$3,850.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$24,306.11	$40,000.00
Total Expenses:	$15,239.65	$38,000.00
Surplus:	$9,066.46	$2,000.00
Accumulated Surplus:	$9,066.46	$2,000.00

Other Funders

Society: Famillogue Education Society

Project Name: Multisensory Heritage & Literacy Culture Fairs

Dates: Once per month through January to December 2026

Project Summary

This project is an inclusive, family-centered celebration of Richmond's cultural diversity through multidisciplinary arts and heritage experiences. It brings together live Bunne Guitar music workshops, immersive sound installations, traditional Chinese sugar sculpting, interactive storytelling, hands-on crafts, digital art creation, and literary activities—all designed to foster creativity, cultural pride, and accessible learning for every participant. The festival provides a supportive space for families, discover Richmond's cultural heritage, and express their identities through art.

Society Mission/Mandate

Famillogue empowers families—especially newcomer and multicultural households—by providing culturally inclusive arts and literacy programs that nurture strong relationships, foster trust, and enrich communication. Through creative expression, intergenerational learning, and community collaboration, Famillogue cultivates a vibrant environment where families can celebrate heritage, bridge cultural divides, and thrive together—ensuring a fulfilling present while paving the way for a resilient and inclusive future.

Society History

Brief History of the Society and Its Role in Richmond Famillogue was founded to address the unique needs of immigrant and newcomer families settling in Richmond, especially those striving to sustain their cultural heritage while building new lives in Canada. From its inception, Famillogue has championed the power of family communication and cultural connection—beginning with grassroots initiatives to help children and parents retain their mother tongue, celebrate traditions, and adapt to life in a multicultural society. Over time, Famillogue has expanded beyond language retention, now offering a rich spectrum of arts-based programs, intergenerational learning, creative workshops, counseling, and holistic community support services. The organization is shaped and led by culturally diverse educators and artists, ensuring services reflect the lived experiences of Richmond's families. Role in Richmond's Art and Culture Famillogue actively enriches Richmond's vibrant arts ecosystem by presenting culturally relevant family literacy classes, Chinese reading theatre, and creative arts workshops that blend heritage education with contemporary artistic practice. The society places special emphasis on intergenerational dialogue and creative expression—enabling children and parents alike to deepen cultural identity, discover new art forms, and connect meaningfully through shared experiences. Through accessible events, partnerships with local artists, and outreach in multiple languages, Famillogue bridges linguistic and cultural divides, increases access to the arts, and engages immigrant and multicultural families citywide. Today, Famillogue is widely recognized as a grassroots

leader in fostering multicultural coexistence, community integration, and ongoing heritage preservation in Richmond—supporting the city's vision of an inclusive, dynamic, and culturally rich community for all.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$26,200.00
Society Operating Budget:	$172,526.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$215,035.00	$191,699.00
Total Expenses:	$136,443.00	$172,526.00
Surplus:	$78,592.00	$19,172.00
Accumulated Surplus:	$122,988.00	$140,467.00
		Other Funders

Richmond
City of Richmond, British Columbia, Canada

Society: Great Lakes Networking Society of BC

Project Name: Black History Beyond February 2026 (Mashujaa Celebration)

Dates: February 21th and March 14th 2026

Project Summary

Brief Project Summary

Society Mission/Mandate

Mission: We are a Black-led and Black-focused organization, dedicated to uplift members of our communities while supporting underserved and interfaith minority groups. We are mission-focused and community-oriented, we build bridges across cultures and faiths through arts, culture, education, sports, and advocacy. Grounded in Metro Vancouver yet reaching beyond, we empower marginalized communities with inclusive programs that promote creativity, innovation, equity, and social impact, guided by the principles of Inclusion, Diversity, Equity, and Accessibility (IDEA). Mandate: The Great Lakes Networking Society is mandated to advance arts and culture as the foundation for building inclusive, empowered communities. Through culturally grounded artistic programs, festivals, and educational initiatives, we celebrate diverse heritages, promote creativity, and engage underrepresented voices. We as we strengthen and promote social justice, community cohesion, and leadership development through public art, youth mentorship, and cultural exchange. We are centered at Anti-racism, accessibility, and decolonization, using the Arts .....

Society History

The Great Lakes Networking Society of BC (GLNS) has been committed to serving communities across Greater Vancouver, including cties as Surrey, North Vancouver, and Richmond, through initiatives that promote inclusion, cultural celebration, and social support. Over the years, we have delivered food programs to seniors in local care facilities, organized events that celebrated Black History at the Richmond Library for children and families, as well as having participated in planning the African Zone in Richmond's multicultural festivals until 2019. Despite challenges, including the setbacks caused by COVID-19, our dedication to amplifying voices and cultures of the Black/African diaspora in Richmond has never wavered. In previous grant applications, such as the Black History Beyond February 2024–2025, we faced obstacles in securing promising funding, reflecting the broader reality that communities of African descent often must work twice as hard to access the same opportunities due to systemic barriers and discrimination. The work we do in communities, is guided by a strong commitment to equity, cultural expression, and community engagement. In the round table conversations with the Mayor of Richmond around 2024, he encouraged us to continue applying for city arts and culture grants, recognizing the need for more Black/African cultural events in Richmond. This encouragement reinforced our determination to keep providing meaningful, accessible, and culturally rich programming that celebrates diversity, combats exclusion, racism, and builds bridges across communities. By

supporting our initiatives, the City of Richmond has the opportunity to strengthen the cultural fabric of the city, showcase the talents of local Black/African artists, providing inclusive experiences for residents of all ages. Great Lakes Networking Society remains steadfast in our mission to create spaces/platforms where culture, creativity, and community thrive together.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$90,570.00
Society Operating Budget:	$200,000.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$104,800.00	$200,000.00
Total Expenses:	$104,800.00	$200,000.00
Surplus:	$5.00	$5.00
Accumulated Surplus:	$5.00	$5.00
		Other Funders
1. BC Arts Council, $5,000, 2. BC Gaming $10,000 and 3. City of Vancouver $10,000:		$25,000.00
Multiculturalism Anti Racism Initiatives thro' Canadian Heritage:		$39,000.00
Vancity Foundation:		$5,000.00

Society: Latincouver Cultural & Business Society

Project Name: Chiquitzin Kids' Fiesta

Dates: July 18th,2026

Project Summary

Scheduled for July 18, 2025, Chiquitzin Kids' Fiesta is meant to run from 10:00 AM to 8:00 PM and will include art making activities, storytelling events, a magic show, as well as face painting and dress up workshops. The event will also feature a soccer tournament that will be available to participants in celebration of Latin America's love for the sport as well as the 2026 World Cup. Performances throughout the event will include singing and dancing, yoga lessons, story telling shows, musical activities, and a magic show.

Society Mission/Mandate

Latincouver Cultural & Business Society is a non-profit organization whose purpose is to build relationships and cultural exchange between the Latin American community and the Canadian mosaic. We include and engage the people we serve through four pillars that function as the heart of our organization: Supporting Communities, Empowering People, Promoting Culture, Connecting Business. Latincouver is dedicated to empowering and inspiring newcomers, local Latin Americans, and Latin Enthusiasts; helping them enhance their lives, and fostering healthy, inclusive communities in Canada. Through sharing Latin American arts and culture, we strive to build a vibrant, connected society. Latincouver's training programs and initiatives help newcomers shine by offering them the tools and confidence to succeed. By showcasing their unique talents and skills, we contribute to a stronger, more inclusive Canada where diversity is celebrated as a strength. The programs we provide are for the benefit of the community, including: Carnaval del Sol and Latin American Experience festival, Latin American Heritage Month festival, Brazilian Experience, Carnavalito, the Latin-Canadian Business Council (LCBC), Verde Vancouver, Latino Seniors, Latin Plaza Hub coworking space, Mentoring and Supporting Newcomers, Pitch Fest, Chiquitzin Kid's Plaza, training programs, Inspiration Awards, and a series of online/hybrid webinars, workshops, and dialogues to help me adapt to life in Canada.

Society History

Latincouver Cultural Business & Society was established in 2009 to give a voice to the Latin American community in Vancouver via physical and virtual spaces capable of fostering and promoting Latin American artistic and social interaction in Canada. Furthermore, the society was founded with the goal to build a strong community and create opportunities for local Latin American communities to have an impact on the Canadian mosaic. To this end, Latincouver has dedicated itself to organizing festivals that celebrate the rich traditions and cultures of Latin American while promoting local Latin American businesses, beginning with the inaugural Carnaval del Sol at the Hellenic Community Plaza. Over the years after the initial launch, Latincouver has successfully organized seventeen different iterations of

the Carnaval del Sol as well as several other rich festivals that celebrated the many different aspects of Latin American culture. Some of these festivals include ExpoPlaza Latina, the Latin American Heritage Month Festival, and the Brazilian Experience Festival. These festivals demonstrate Latincouver's expertise in organizing cultural events that provide enriching experiences for the people of Metro Vancouver, as well as the space for multicultural exchange, transporting and integrating Latin American arts into the Canadian mosaic. This year, Latincouver held the first Carnavalito on the Road in Richmond. An extension of Latincouver's flagship festival, Carnaval del Sol, this festival had the purpose of bringing the vibrant celebration of Latin American culture to places beyond downtown Vancouver. The event took place on July 17, 2025, and was designed as an immersive cultural experience that emphasized inclusivity, unity, and community engagement. In partnership with local organizations, including the Richmond Chamber of Commerce, the event reflected Latincouver's commitment to expanding cultural programming beyond Vancouver's downtown core. Carnavalito on the Road not only enriched Richmond's cultural landscape but also contributed to building a stronger, more connected community.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$49,600.00
Society Operating Budget:	$2,201,659.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$2,089,779.00	$2,201,659.00
Total Expenses:	$242,742.00	$2,199,183.00
Surplus:	($383,732.00)	$2,476.00
Accumulated Surplus:	($242,488.00)	$2,476.00
		Other Funders
BC Gaming and Creative BC:		$7,500.00
Canadian Heritage:		$15,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Philippine Cultural Arts Society of BC
Project Name:	Preserving Heritage in Motion: Restoration of Traditional Filipino Dance Costumes & Props for Community Performances
Dates:	May - August 2026

Project Summary

The Philippine Cultural Arts Society of BC (PhilCAS) will restore and preserve a selection of traditional Filipino folk dance costumes and props to prepare for upcoming community performances in Richmond. Many of these pieces have been used for over a decade and require professional cleaning, repairs, and documentation. This project will ensure that PhilCAS can continue to present authentic, high-quality cultural performances at local festivals and events while preserving the artistry and heritage represented in each costume.

Society Mission/Mandate

• To educate, inform and enrich people residing in North America of the traditions and culture of the Philippines, in particular those of Filipino birth, ancestry, or affiliation. • To create activities where people can participate in order to explore, learn, understand and share the values, tradition and practices and customs of the Filipino people as well as the varied cultures existent in this Canadian society. • To assist the youth in developing a sense of community and responsibility they learn to respect their own cultures, heritage and traditions.

Society History

Founded in 2000 by Tonette and Nes Gatus, the Philippine Cultural Arts Society of British Columbia (PhilCAS of BC) began as a small group of Filipino-Canadian youth practicing folk dances in the couple's backyard. Their vision was to give young people the opportunity to discover and celebrate their Filipino heritage through dance and music. Since then, PhilCAS has grown into one of BC's premier Filipino folk dance groups, performing at theatres, multicultural festivals, and community events across the province. The society's success is driven by dedicated volunteers, parents, and community partners —including the City of Richmond and local organizations that have supported its mission for over two decades. In Fall 2025, PhilCAS joined the Richmond Cultural Centre's public programming, offering Filipino folk dance classes, with plans to continue through 2026. This milestone reflects the society's ongoing commitment to cultural education, community engagement, and youth empowerment.

Grant Request

Requested Amount:	$4,000.00
Project Budget:	$8,000.00
Society Operating Budget:	$22,000.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	$4,125.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$8,624.96	$22,000.00
Total Expenses:	$10,535.14	$22,000.00
Surplus:	$1,910.18	$1.00
Accumulated Surplus:	$1,910.18	$1.00
		Other Funders

Society: Richmond Art Gallery Association

Project Name: Art After Dark Youth Series 2026

Dates: May, July, and September or October 2026

Project Summary

Presented by Richmond Art Gallery in partnership with Richmond Youth Services, this free after-hours event for youth (13–24 yrs old) runs three times a year. Each edition features hands-on artmaking, meet-the-artist sessions, music, and social activities introducing youth to gallery artists and staff in a welcoming, inclusive space. With free supplies, refreshments, and low-barrier access, the series fosters creativity, connection, and cultural learning. Sessions will take place during other City-wide events: Youth Week in May, Pride Week in July, and Culture Days in September/October.

Society Mission/Mandate

Richmond Art Gallery's mandate is to exhibit, preserve, and promote contemporary visual arts, as well as to provide exhibition related programming. The Gallery is dedicated to promoting dialogue among diverse communities on challenging ideas and issues of today as expressed through local, national and international contemporary art. Through its exhibitions, publications, educational programming, collections, and significant partnerships, RAG provides opportunities for the enrichment of life in Richmond while serving the contemporary arts community in Canada.

Society History

Richmond Art Gallery opened its doors in 1980, obtained non-profit charitable status in 1987, and moved to its present location in the Richmond Cultural Centre in 1992. The Gallery has 3,500 square feet of exhibition space, an activity room for workshops and programs, and storage facilities for a Permanent Collection of almost 400 works. To date, the Gallery has presented more than 1500 exhibitions of contemporary art. The Gallery is open and free to the public seven days a week. Education and outreach programs operate year round both online and in person, and include the School Art Program, artist talks and tours, and artist workshops. The Gallery currently offers tours in English and Mandarin, while gallery attendants welcome and orient visitors to the current exhibitions daily. The School Art Program is led by a professional artist and BC certified teacher who adapts all tours and workshops to the grade level and BC school curriculum and serves Richmond, Delta, Tsawwassen, and Vancouver area schools. With an average annual attendance of 20,000 the Richmond Art Gallery welcomes visitors from Richmond, the Greater Vancouver Regional District, the Gulf Islands and the Lower Mainland, as well as provincial, national, and international tourists. The Richmond Art Gallery is well respected regionally and nationally for its quality programming and publications, and for its excellence in art education.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$19,184.00
Society Operating Budget:	$209,000.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$5,000.00	Arts & Culture Project Assistance
2024	$5,000.00	Arts & Culture Project Assistance
2023	$4,000.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$180,174.00	$209,001.00
Total Expenses:	$198,093.00	$209,000.00
Surplus:	($17,919.00)	$1.00
Accumulated Surplus:	($17,919.00)	($17,919.00)
		Other Funders
Gaming Grant, BC Arts Council grant:		$13,500.00

Society: Steveston Historical Society

Project Name: Steveston Alive! Walking Tour Vignettes

Dates: January - August 2026 (performances in the summer 2026)

Project Summary

Steveston Alive! Walking Tour Vignettes - a performance series developed through collaboration between the Steveston Historical Society and the drama department of Steveston-London Secondary School. Students audition for roles and learn scripts that bring stories from Steveston's past to life. Dressed in1917 period costumes, the students perform at curated stops of key historic sites in Steveston Village. The project enriches community understanding of local history but also provides students with valuable opportunities to develop acting skills, public speaking, and historical interpretation.

Society Mission/Mandate

The Steveston Historical Society (SHS) has been active since 1976. Its mandate is to connect Steveston's diverse heritage with the community through advocacy, and by developing programs and events that educate, engage, and celebrate the rich history of the people of Steveston, British Columbia.

Society History

The Steveston Historical Society (SHS) is governed by a dedicated volunteer Board of Directors committed to preserving and sharing the diverse heritage of Steveston, BC. Through the organization of events, educational programs, and community initiatives, SHS connects both residents and visitors to the stories that define this historic coastal village. One of its most impactful achievements was the restoration of the Steveston Museum, originally constructed in 1905 as the village's first bank. The Society undertook the collection of artifacts, photographs, and archival documents, and curated historical exhibits that reflected the area's vibrant history. In 1979, the restored building reopened as the Steveston Museum and Post Office, serving as a central hub for both historical interpretation and community engagement. Over the decades, SHS has contributed significantly to the preservation of key historical buildings throughout the Steveston area, including involvement in the preservation of the Gulf of Georgia Cannery. Today, the Society continues its legacy through a partnership with the City of Richmond to operate the Steveston Museum. In addition, SHS holds the franchise for the on-site Canada Post Office, maintaining the building's dual function as both a heritage site and a working community space. In 2010, the Japanese Fishermen's Benevolent Society (JFBS) building was relocated to the museum site and officially opened in 2015. These exhibits trace the community's contributions from early immigration and involvement in the fishing industry through to the injustices and resilience of the internment era. Recent projects include: - Fishermans Mural - Nikkei Stories of Steveston - Steveston Alive! Walking Tour Vignettes - Songs in the Snow - A Vintage Christmas -

Steveston Vintage Fair - The Rise, Fall and Rise Again of Steveston – An app based self-guided walking tour of Steveston Village using the On This Spot App, comparing then and now photos of Steveston.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$10,000.00
Society Operating Budget:	$92,500.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$5,000.00	Arts & Culture Project Assistance
2024	$5,000.00	Arts & Culture Project Assistance
2023	$4,125.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$96,317.00	$92,500.00
Total Expenses:	$96,498.00	$92,000.00
Surplus:	($181.00)	$500.00
Accumulated Surplus:	$20,050.00	$20,550.00
		Other Funders
Gaming:		$4,300.00

Society: Textile Arts Guild of Richmond

Project Name: TAGOR Speakers Series

Dates: 1 May 2026 - 30 April 2027

Project Summary

Since 1975, TAGOR has been offering its members presentations by local, regional, national and international fabric arts teachers and speakers. For its 2026-27 Speakers Series, the Guild will offer five speaker events

Society Mission/Mandate

The Textile Arts Guild of Richmond (TAGOR) currently fulfils its mandate by: 1) Advancing textile arts creation by offering members educational and inspiring services such as guest speakers, demonstrations, workshops and Library resources. It publicizes and encourages members to enter public shows and exhibitions with works by the individual and by the Guild. It offers demonstrations of art and hands-on learning experiences several times a year for the public (i.e. Culture Days) 2) Producing and creating quilts, book bags, knitted items etc., as requested by our community partner organizations. We also actively seek out new organizations with connections to Richmond that can benefit from our donations 3) Repurposing/repairing textiles for the community to reduce textile waste in landfills.

Society History

TAGOR was formed in 1975. From 1976 to 1988 the Guild focused on educational workshops and speakers. TAGOR offered eight major public exhibitions in these years. From 2000 to 2010 TAGOR members wanted to do more community work and began searching for local organizations to help. In 2011-12, over 70 quilts for the Japanese Tsunami victims were created and sent. In 2012, TAGOR began its partnership with the City of Richmond Parks Department and Tourism Richmond in the creation sale of utility bags made from Richmond Street Banners. In 2012-13, TAGOR launched and successfully completed its 100 Quilt Challenge for Lion's Manor. In 2016 TAGOR created 12 quilts for the families moving into the Habitat for Humanities Richmond Project houses. TAGOR applied for and received a Canada 150 Grant in 2017 and worked with Richmond Public Library to create Our Canadian Bookcase, a quilted wall hanging featuring 150 Canadian authors suggested by the public. In 2018 the TAGOR website was re-designed including online registration for workshops. In 2019, TAGOR was chosen by Richmond Public Art to participate in the No. 3 Road Art Column project, successfully completed in February 2020. In Spring 2021, TAGOR partnered with the Richmond Cultural Centre to present three public online events. During the Fall 2021 and Spring 2022 TAGOR produced regular hybrid meetings with speakers and regular attendees from all over BC and Canada. Two more community donation partners were added: Elmbridge Supportive Housing and Aster Place. In early 2023 TAGOR added textile repairing and repurposing to its aims and now regularly sends sewists to

help at the Richmond Repair Fairs. In 2024 it connected with the Richmond Museum to provide 3 historic quilts for their "Family Treasures" Exhibit. In 2025 TAGOR celebrated its 50th Anniversary and created 35 quilts for the opening of Harbour House, Richmond's new transition housing program for women and children.

Grant Request

Requested Amount:	$1,300.00
Project Budget:	$2,645.80
Society Operating Budget:	$12,480.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$1,300.00	Arts & Culture Project Assistance
2024	$1,250.00	Arts & Culture Project Assistance
2023	$1,558.00	Arts & Culture Operating Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$14,951.00	$12,480.00
Total Expenses:	$9,044.26	$13,360.00
Surplus:	$4,671.36	($880.00)
Accumulated Surplus:	$0.01	$0.01
		Other Funders

Society: The Unsold Media Foundation

Project Name: Humans of Richmond

Dates: Sep 1, 2026

Project Summary

Humans of Richmond is a storytelling initiative by The Unsold Media Foundation (TUMF) that celebrates the diverse voices of Richmond residents through a coffee-table style booklet and a series of companion podcasts. The project will open public nominations, select 20 individuals, and conduct professional photoshoots and rapid-fire interviews at our community partner's venue. These stories will be designed into a high-quality booklet, amplified through social media, and shared at a public launch event hosted in Richmond. The project will run from February to September 2026.

Society Mission/Mandate

The purposes of the Society are: • To provide a platform for unheard voices: Offer free and accessible media space for individuals, grassroots organizations, and communities who cannot afford mainstream media exposure. • To promote inclusive and community-driven journalism: Encourage public participation in storytelling, news reporting, and content creation that reflects diverse social, political, and cultural perspectives. • To support local businesses and nonprofits: Enable cost-free promotion and visibility for small businesses, startups, and nonprofit initiatives that lack traditional advertising budgets. • To reduce commercial and political bias in media: Create editorial and promotional content that is independent, transparent, and free from corporate or political influence. • To foster media literacy and public dialogue: Educate communities on how media works, encourage critical thinking, and facilitate open dialogue on current affairs and social issues. • To empower marginalized communities: Amplify the voices of those often excluded from mainstream narratives—such as low-income individuals, immigrants, youth, Indigenous peoples, and minority groups. • To act as a media support hub for civic engagement Support advocacy, awareness campaigns, and civic initiatives by providing a communication platform for public interest causes.

Society History

The Unsold Media Foundation (TUMF) was born out of a powerful grassroots initiative called Stranger Story — a book series and podcast channel that amplifies the inspirational life journeys of everyday people. The journey began in April 2019, when the founder, while traveling, struck up a conversation with a stranger. That chance encounter created a profound sense of belonging, and their conversation was later written into a story. From there, countless encounters in cafés, on bus rides, and in public spaces were transformed into short texts and shared on the Stranger Story Instagram page. The initiative quickly gained traction. In 2020, a publisher approached the founder to compile 25 of these stories into a book, leading to the publication of Stranger Story Edition 1. After moving to Canada in 2024, the founder expanded the initiative to include video podcasts on YouTube, inviting community

members to share their voices. The Stranger Story channel has now garnered over 1 million views. In 2025, the third edition, Women of Surrey, was released, highlighting 17 remarkable women from the community. That same year, the City of Surrey sponsored the first-ever Stranger Story live event, “Future Leaders of Surrey,” providing a platform for youth voices. The project’s impact has been recognized widely, with features in major media outlets such as Darpan Magazine, Drishti Magazine, Entertainment Magazine, Surrey Now-Leader, Canada Tabloid, Times of Canada, and Radio CKNW. Today, TUMF carries forward this legacy by using storytelling as a tool for connection, empowerment, and cultural preservation. From books and podcasts to live community events, TUMF continues to create spaces where unheard voices can inspire, educate, and unite.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$8,700.00
Society Operating Budget:	$10,000.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$5,000.00	$10,000.00
Total Expenses:	$4,000.00	$8,000.00
Surplus:	$1,000.00	$2,000.00
Accumulated Surplus:	$1,000.00	$2,000.00
		Other Funders

Richmond
City of Richmond, British Columbia, Canada

Society: The Vancouver International Mountain Film Festival Society

Project Name: The Vancouver International Mountain Film Festival

Dates: Feb 21-March 8 2026

Project Summary

VIMFF will expand its February 2026 Festival to Richmond, presenting two evenings of award-winning adventure and environmental films paired with live guest speakers at the Richmond Olympic Oval. The program will also include special youth screenings with local schools, community partner activations, and free beginner climbing lessons, offering Richmond residents a vibrant, participatory arts experience that connects film, culture, and the outdoors.

Society Mission/Mandate

The Vancouver International Mountain Film Festival Society (VIMFF) is a not-for-profit organization dedicated to celebrating and advancing the connection between people, place, and the natural world through the arts, film, and storytelling. Since 1998, VIMFF has provided a platform for filmmakers, photographers, athletes, and changemakers to share stories that inspire exploration, environmental stewardship, and cross-cultural understanding. Our mission is to bring communities together through film and dialogue, fostering appreciation for the mountains, outdoor adventure, and global cultures that connect us. We believe in the transformative power of storytelling to spark curiosity, empathy, and environmental responsibility. Each year, VIMFF presents its flagship February Festival in venues across Metro Vancouver, featuring over 70 films, live presentations, panel discussions, and community events. In addition to the main festival, VIMFF produces satellite tours and outreach events that extend access to diverse audiences across British Columbia and Canada. VIMFF's programming reflects our core values of inclusivity, collaboration, and sustainability. We strive to amplify underrepresented voices in adventure and environmental storytelling, including Indigenous filmmakers, women adventurers, and creators from diverse cultural and geographic backgrounds. Through partnerships with local organizations, schools, and cultural institutions, VIMFF creates accessible, inspiring, and educational programming that connects art, recreation, and community engagement. Our long-term vision is to ensure that everyone—regardless of geography, age, or background—can experience the awe and insight that comes from stories about our planet and the people who explore and protect it.

Society History

Over nearly three decades, VIMFF has grown from a single-venue festival in Vancouver to a multi-community event that spans Metro Vancouver and reaches audiences across Canada through live screenings, tours, and online programming. VIMFF's annual February Festival is now recognized as one of North America's leading mountain and adventure film festivals, presenting over 70 films, live presentations, and workshops that bring together filmmakers, athletes, and environmental leaders from around the world. In Richmond, VIMFF has a meaningful history of community engagement and

presentation. From 2017 to 2019, the Society hosted three consecutive years of screenings and activations at the Richmond Olympic Oval, transforming the venue into a hub for outdoor culture and environmental storytelling. These events included large-scale film nights in the climbing gym, live presentations, local partner booths, and introductory climbing clinics, as well as smaller, evening screenings in the Oval's theatre. VIMFF's return to Richmond post pandemic (and organizational pandemic recovery) represents a natural continuation of this successful relationship. The city's diverse and active community, along with the Olympic Oval's unique connection to sport and recreation, provides an ideal setting for VIMFF's mission to inspire exploration, cultural connection, and environmental awareness. The Society's renewed focus on Richmond will strengthen local arts and cultural programming while providing new opportunities for Richmond residents—particularly youth and families—to experience world-class media arts and community engagement close to home.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$18,000.00
Society Operating Budget:	$717,730.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$699,317.00	$717,730.00
Total Expenses:	$753,079.00	$712,458.00
Surplus:	$53,762.00	$5,272.00
Accumulated Surplus:	$24,709.00	$5,272.00
		Other Funders
BC Gaming, Portion of confirmed grant for 2026:		$1,000.00
Canada Council for the Arts - Portion of unconfirmed grant for 2026:		$2,000.00
Metro Vancouver - Portion of confirmed grant for 2026:		$750.00

Richmond
City of Richmond, British Columbia, Canada

Society: Vancouver Cantonese Opera

Project Name: Richmond Cultural Harmony 2025

Dates: 2026 February, July, August, all year round Free Performance Technique class

Project Summary

In 2026, Vancouver Cantonese Opera (VCO) will present free programs in Richmond to engage diverse audiences. Year-round weekly Chinese Opera Performance Technique classes will offer hands-on training in traditional stage movement and gestures. In April, a free Cantonese Opera Concert will be held at the Richmond Arts Centre's "Under the Stair" hall. In collaboration with the Richmond Public Library, VCO will host two workshops: The Heartbeat of Chinese Opera: Exploring Percussion Rhythms and The Awakening workshops, offering unique insights into tradition and innovation.

Society Mission/Mandate

Mission / Mandate Vancouver Cantonese Opera (VCO) is dedicated to preserving, promoting, and innovating the art of Cantonese opera while making it accessible and engaging for diverse audiences. Our mandate is to celebrate this centuries-old art form through high-quality performances, educational workshops, and community outreach that highlight its artistry, traditions, and contemporary relevance. Since 2013, VCO has been actively presenting cultural activities in Richmond and across the region. We engage Richmond-based artists, provide free and affordable programs, and create opportunities for both Chinese and non-Chinese community members to experience and participate in Cantonese opera. Through collaborations with partners such as the Richmond Public Library and Richmond Arts Center, we ensure that our activities are inclusive, accessible, and welcoming to all ages and backgrounds. By blending heritage with creativity, VCO nurtures artistic excellence, supports local artists, and inspires the next generation to appreciate the unique beauty of Cantonese opera as a living cultural treasure.

Society History

Since 2000, Vancouver Cantonese Opera (VCO) has been dedicated to preserving, promoting, and innovating the art of Cantonese opera. VCO has played an active role in Richmond's cultural life for over two decades, with consistent programming in the community since 2013. In 2023, following the pandemic, VCO launched Cantonese Opera in the Cloud — live Zoom productions designed to reduce social isolation and connect audiences online. In 2024 and 2025, our collaboration with the City of Richmond expanded to include a series of Cantonese opera workshops at the Richmond Public Library, the Water Sleeve Flashmob Dance Camp, and the Cantonese Opera Extravaganza. We also presented behind-the-scenes sessions, concerts, and singing workshops. In 2025, VCO introduced a free weekly Chinese Performance Technique class, offering accessible training to both Chinese and non-Chinese community members. Looking ahead to 2026, VCO will continue to strengthen its Richmond presence through weekly free technique classes, a free Cantonese opera concert at the Richmond Arts Center, and new workshops such as The Awakening and The Heartbeat of Chinese Opera: Exploring

Percussion Rhythms. Through these initiatives, VCO supports local artists, ensures accessibility and affordability, and provides audiences of all backgrounds opportunities to experience Cantonese opera as a living cultural treasure.

Grant Request

Requested Amount:	$5,000.00
Project Budget:	$36,300.00
Society Operating Budget:	$200,908.00

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$4,500.00	Arts & Culture Project Assistance
2024	$4,500.00	Arts & Culture Project Assistance
2023	$4,050.00	Arts & Culture Project Assistance

Financial Summary

	Most Recently Completed Year	Proposed Year
Total Revenue:	$201,067.00	$200,908.00
Total Expenses:	$214,897.00	$199,908.00
Surplus:	($13,830.00)	$1,000.00
Accumulated Surplus:	($13,830.00)	($5,330.00)
		Other Funders
BC Gaming Fund:		$15,500.00
Equity fund:		$2,500.00

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	January 12, 2026
From:	Todd Gross Director, Parks Services	**File:**	03-1085-07/2025-Vol 01
Re:	**2026 Environmental Enhancement and Food Security Grants**		

Staff Recommendations

1. That the Environmental Enhancement and Food Security Grants be awarded for the total recommended amount of $68,178, as identified in the report titled "2026 Environmental Enhancement and Food Security Grants", dated January 12, 2026, from the Director, Parks Services; and

2. That the grant funds be disbursed accordingly, following Council approval.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance	☑	
Climate and Environment	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

8257870

Staff Report

Origin

The City Grant Program was established to assist non-profit community organizations and individuals in the delivery of programs and services that primarily benefit Richmond residents. Richmond City Council has the authority to provide financial assistance to community organizations and individuals under the *Local Government Act*.

This report outlines the 2026 Environmental Enhancement and Food Security (EEFS) Grant Program process and provides grant recommendations.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #5 A Leader in Environmental Sustainability:

> *5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*
>
> *5.2 Support the preservation and enhancement of Richmond's natural environment.*
>
> *5.4 Support agriculture and local food systems to enhance food security.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.2 Enhance the City's network of parks, trails and open spaces.*

Findings of Fact

On July 14, 2025, Council endorsed discontinuing The Supporting Food Security Through Community Driven Events Grant program, with food security related activities instead consolidated into the former Environmental Enhancement Grant, now titled the Environmental Enhancement and Food Security (EEFS) Grant to reflect this change.

There are three application streams for the EEFS Grant:

1. Environmental Enhancement – Individual requests ($500 or less);
2. Environmental Enhancement – Non-profit organizations requests ($2,500 or less); and
3. Food Security – Non-profit organizations requests ($5,000 or less).

2026 EEFS Grant Budget

To support the expanded scope, Council approved the EEFS Grant's budget to increase by $30,000, bringing the total to $68,772 for 2026, including the cost of living increase over last year's budget as per City Grant Program Policy 3712. In addition, eligibility requirements and application guidelines for the EEFS Grant were updated prior to the 2026 intake (Fall 2025) to allow food security organizations to apply for up to $5,000 in funding.

Notice Given and Applications Received

In September 2025, announcements were posted on the City's website, social media channels, Parks, Recreation and Culture e-newsletter and in a press release, advising the public that applications were being accepted for the 2026 City Grant Program from September 10 to October 15, 2025. A link to the City's website was provided for further information, including access to the EEFS Grant application. Previous grant applicants from the past two years were also directly notified by email that the application process was open for submissions.

Analysis

Application Review Process

The EEFS Grant Review Committee (the Committee) reviewed the applications against scoring criteria that were developed based on the expanded City of Richmond EEFS Grant Guidelines (Attachment 1), as well as the City Grant Program. Each application was pre-screened for eligibility and evaluated on 17 Likert scale statements, specifically a five-point range from "Strongly Disagree" to "Strongly Agree", regarding the applicant and their grant proposal's impact on the environment and/or access to food, community impact and engagement, budget, and the quality of the application itself.

2026 Recommended Grant Allocations

This year, three individuals and 14 non-profit organizations applied for the Environmental Enhancement streams and seven non-profit organizations applied for the Food Security steam, for a total of 24 applications with an aggregate request of $70,678.00. The following table provides a summary of the number and type of applications received and approved from the past two years, along with the number of grants recommended for 2026.

Table 1: EEFS Applications, Requests, Grants Approved and Recommendations

2023–2025 Applications, Requests, Grants Approved and Recommendations*			2026 Recommendations*
Year	**2024**	**2025**	**2026**
Total number of applicants	18	24	24
New applicants	2	9	10
Non-profit applicants	16	21	21
Individual applicants	2	3	3
Grant not recommended (did not meet criteria)	0	3	0
Partial amount of request recommended	1	21	1
Full amount of request recommended	17	0	23
Total amount requested	$38,150.00	$50,250.00	$70,678.00
Total budget	$37,303.00	$38,086.00	$68,772.00
Total EEFS funds recommended	**$37,303.00**	**$38,086.00**	**$68,178.00**

*Some categories overlap, numbers are not intended to be totaled.

This year's intake saw total funding requests exceed the available budget. During the review process, one application was identified as more appropriately aligned with the Environmental Enhancement stream and is recommended to receive the maximum $2,500 available under that category rather than the $5,000 requested through the Food Security stream.

After allocating these amounts, a balance of $594 remained.

A table outlining the 2026 grant requests and recommended grant allocations is provided in Attachment 2. Summary sheets of each application, as well as staff recommendations are provided in Attachment 3. As the contents of these summary sheets are generated verbatim from the applicants' submissions, they replicate any errors or omissions made by the applicants.

Financial Impact

The 2026 EEFS Grant budget of $68,772 was approved as part of the City's 2026 Operating Budget. A total of $68,178 in allocations is recommended for the 2026 EEFS Grant, subject to Council's approval. The remaining balance is recommended to be placed in the Grant Provision account for future distribution.

Conclusion

Staff recommend that the 2026 EEFS Grants be allocated as indicated in Attachment 1 for the benefit of Richmond organizations and residents.

Claudia Cravino
Liesure Coordinator, Parks Programs
(604-244-1250)

Alex Kurnicki
Manager, Parks Programs
(604-276-4099)

Att. 1: 2026 Environmental Enhancement Grant – Guidelines
2: 2026 Environmental Enhancement Grant – Outline of Requests and Recommended Allocations
3: 2026 Environmental Enhancement Grant – Applications

City of Richmond

Environmental Enhancement and Food Security Grant Guidelines

Parks, Recreation and Culture Division
Parks Programs

Program Overview

The Community Environmental Enhancement and Food Security Grant provides financial support to individuals and registered non-profit organizations for action-based projects that have measurable, positive outcomes on Environmental conservation or responsible cultivation of land in Richmond. Under this Grant program, projects will be considered under the following two Grant Categories:

a) Environmental Enhancement Projects must be inclusive and focus on initiatives that contribute to the enhancement, restoration or preservation of Richmond's unique island natural environment; or
b) Food Security Projects which improve food access, food security and urban agriculture through the promotion of local food producers, and farmers' markets.

Program Requirements

All projects must demonstrate that initiatives are measurable and will result in positive environmental impacts or improve local food access or security. All applications will be reviewed and prioritized according to the following criteria:

- Activities that will lead to positive environment results or improved food access, food security and urban agriculture within the timeframe of the project;
- Opportunities for community members to be involved;
- Demonstrate the positive environmental, food access, food security and urban agricultural impact that the initiative will yield;
- Consistent with and supportive of the City's environmental goals as presented in chapter 9.0 Island Natural Environment of the Official Community Plan;
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy;
- Contributes to healthy, diverse and functioning ecosystems;
- Enables local food producers to grow, distribute or sell produce affordably;
- Supports and creates opportunities for Richmond residents to access local food;
- Addresses food insecurity in innovative ways through local, community based solutions;
- Supports the development of a stewardship ethic in the community;
- Supports resident activation in environmental enhancement, sustainability, and urban agriculture; and
- Supports the City's circular economy principles.

Core Considerations

A successful project should address Council Strategic Plan 2022-2026: *A Leader In Environmental Sustainability*:

1. Demonstrate leadership in proactive climate action and environmental sustainability;
2. Preservation and enhancement of Richmond's natural environment;
3. Waste reduction and sustainable choices in the City and community; and
4. Agriculture and local food systems to enhance food security.

Richmond's Ecological Network Management Strategy is the long-term ecological blueprint for the collaborative management and enhancement of the natural and built environments throughout the city, within neighbourhoods, and across land uses and development types in order to achieve ecologically connected, livable and healthy places in which residents thrive. The ecological network is built upon the following four primary goals:

Goal 1: Manage and enhance our ecological assets;
Goal 2: Strengthen City infrastructure;
Goal 3: Create, connect and protect diverse and healthy spaces; and
Goal 4: Engage through stewardship and collaboration.

Eligibility

1. Individuals are eligible for a $500 Environmental Enhancement Grant and Food Security Grant for environmental enhancement-related (non-food security) projects.
2. Registered non-profit societies (society incorporation number must be provided) are eligible for a $2,500 Environmental Enhancement and Food Security Grant for environmental enhancement-related (non-food security) projects. These groups include:

    - Environmental groups;
    - Community groups;
    - Youth and seniors groups;
    - Community-led associations; and
    - Service clubs.

3. Registered agricultural non-profit societies with a minimum five (5) years demonstrated, proven experience whom focus on food access and food security activities are eligible for a $5,000 Environmental Enhancement and Food Security Grant for projects related to food security, food production and urban agriculture. These groups include:
    - Food growers and producers; and
    - Community organizations whom operate farmers' markets and promote food security.

Note: Non-profit organizations operating outside of Richmond are eligible to apply for grant funding for projects occurring in Richmond, however these projects will receive lower prioritization than Richmond based organizations.

Political parties and organizations are not eligible to apply.

Purposes Eligible for Funding

Grants may be used for the following purposes:

- Materials (e.g., plants, soil, amender);
- Supplies (e.g., equipment rentals, tools, safety equipment);
- Marketing and promotion;
- Education;
- Honorarium (up to $350); and
- Insurance.

What Type of Projects will be considered for Grant Funding?

The following are examples of eligible projects under the Community Environmental Enhancement and Food Security Grant. These projects may be part of a larger initiative, or be carried out as one-day events:

- Invasive species pulls;
- Native tree and shrub planting;
- Create or enhance bird habitat;
- Create or enhance pollinator and beneficial insect habitat;
- Watercourse enhancement;
- Shoreline and street clean-up's;
- Wildlife education;
- Fruit tree gleaning;
- Projects that expand programs such as Richmond's Bat Friendly City Certification, Barn Owl Box Program, Pollinator Programs;
- Reduce light pollution in natural areas;
- Citizen science engagement and outreach initiatives;
- Water quality monitoring;
- Green infrastructure projects (e.g., rain gardens, bioswales);
- Growing food employing sustainable agricultural practices;
- Distributing sustainably grown, locally produced products to Richmond residents to address local food insecurity; and
- Farmers markets.

Note: Environmental enhancement-related projects on private property will only be considered after all public property projects have been considered and awarded.

Projects are not limited to the above examples, if you have questions on whether or not your project is eligible for grant funding please contact the grant administrator.

What Type of Projects are Not Eligible for Grant Funding?

The following are examples of projects that are not eligible under the Community Environmental Enhancement and Food Security Grant:

- Projects designed only to beautify an area for cosmetic purposes;
- Projects primarily focused on and/or expenses associated with the construction of infrastructure with the exception of projects related to natural infrastructure;
- Purchase of a vehicle or other non-grant related items;
- Lobbying, advocacy or fundraising activities;
- Further disbursement of funds to a third party recipient;
- Projects that take place outside of Richmond;
- Projects only designed for recreation;
- Political activities including, but not limited to:
    - Promoting or serving a political party or organization; and
    - Lobbying of a political party, or for a political cause;
- Programs and services delivered in partnership with political parties and organizations. For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding provided by the Province of British Columbia and the Government of Canada;
- Programs or projects that do not directly address food insecurity in Richmond;
- Food production that is not located in and/or exclusively grown and distributed in Richmond; and
- Activities that are inconsistent with the principles of sustainable agricultural practices and organic food production resulting in detrimental environmental impacts.

What Makes for a Strong Application?

- Enhances, restores, conserves and/or protects the environment;
- Supports local food production for the purposes of addressing food insecurity;
- Supports a farmers market that promotes local food producers and offers Richmond residents increased and affordable access to local food;
- Includes objectives that are realistic, achievable and measurable;
- Demonstrates direct and measurable environmental benefit;
- Demonstrates multiple ways in which food insecurity is addressed;
- Provides an opportunity for community members to become actively engaged in the project activities and educates them on environmental issues or fosters improved food access and security;
- Clearly demonstrates the ability to carry out the project successfully;

- Clear project goals and objectives;
- Clear action plan, which is realistic and attainable in terms of timing and resources;
- Evidence of community support and inclusiveness;
- Evidence of an evaluation plan to measure project effectiveness;
- Evidence of financial need and fiscal responsibility; and
- Willingness to work in collaboration with other City-related sustainability initiatives.

Awarding of Grants

1. **Council Decision**
   - City Council reviews recommendations forwarded by the General Purposes Committee and makes the final decisions.
   - Generally, City Council will decide on grant allocations in the first quarter of the year. Please contact staff to confirm the date.

2. **Grant Disbursement**
   - Applicants may receive full, partial, or be denied funding for their application.
   - Applicants who receive partial funding will have the opportunity to confirm if their project can still be implemented.
   - 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.

3. **Reporting and Acknowledgement of Grant Benefits**
   - Those receiving a grant must provide evaluation results either at year-end or by the time you submit your application for the following year, if you plan to apply again.
   - Successful applicants must complete and submit the Environmental Enhancement and Food Security Grant Final Report, which will be disseminated upon application approval.
   - 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.

4. **Recuperation of Grant**
   - If the grant will not be used for the stated purpose, the full amount must be returned to the City.

5. **No Appeal**
   - There is no appeal to Council's decision.

6. **Final Report**
   - A final report, which will be provided to successful applicants, must be submitted upon project completion.

How to Apply

To apply, visit https://www.richmond.ca/culture/citygrant.htm.

Contact Information

For any information regarding the Environmental Enhancement and Food Security Grant, contact Parks Programs at parksprograms@richmond.ca or call 604-244-1250.

2026 Environmental Enhancement and Food Security Grant (EEFSG) – Outline of Requests and Recommended Allocations					
Applicant	**2025 Grant**	**2026 Request**	**2026 Recommended**	**Application Summary**	**See Att. 2 Page No.**
Environmental Enhancement – Individual Requests (up to $500)					
Mr. Sargeant	$0.00	$500.00	$500.00	Mr. Sargeant will plant and maintain a community garden space in the cul-de-sac where he lives. This will include planting pollinators and plants of varying heights that have thrived in this environment.	3–8
Richmond High School Green Team	$0.00	$470.00	$470.00	These hands-on monthly sessions focus on wildlife education, sustainability and public space clean-ups. Sessions include: • guided clean-ups; • interactive classroom workshops; and • a culminating celebration at a Miyawaki Pocket Forest. These sessions foster leadership, cross-age mentorship and environmental stewardship, all while enhancing local park spaces and inspiring younger students to protect biodiversity and engage in conservation.	9–20
William Bridge Elementary School	$0.00	$500.00	$500.00	William Bridge Elementary plans to plant Indigenous perennials in two entrance planters to create a pollinator-friendly, educational space for students and the wider community.	21–32
Environmental Enhancement – Non-profit Organizations Requests (up to $2,500)					
Birds Canada	$0.00	$2,500.00	$2,500.00	Birds Canada will offer indoor workshops and outdoor field experiences to participants of all ages. Participants will: • learn bird identification skills; • explore the region's ecological importance; and • gain hands-on experience using tools and citizen science to support bird conservation.	33–44
City Centre Community Association/ECORISE	$2,075.00	$2,500.00	$2,500.00	The ECORISE team at City Centre will host a series of hands-on, environmentally focused activities, including: • upcycling workshops; • a local food and artisan market supporting small vendors and food security; and • a final community tree and native plant planting effort to revitalize local parks.	45–57
Garden City Conservation Society	$1,992.00	$2,500.00	$2,500.00	This application proposes three projects focused on monitoring, education and raising awareness about barn owls and bird diversity at the Bridgeport Trail Mini Forest: • year-long bird surveys (conducted by Birds Canada) using in-person observations and remote cameras to track species diversity and assess whether barn owl populations increase over time as habitat is restored; • the development of educational brochures distributed in Richmond; and • the development of a video highlighting the Bridgeport Trail barn owl restoration project to engage and inform the wider community.	58–65
Greenseeds Music Society	$2,100.00	$2,500.00	$2,500.00	Pedal, Plant and Play is a family friendly eco-art adventure in Richmond that combines physical activity, art and music, with local food education and hands-on learning.	66–77
Hamilton Community Association	$2,067.00	$2,500.00	$2,500.00	The Hamilton Community Association plans to host a week-long Earth Week 2026 celebration featuring free, inclusive activities, including: • guided nature hikes; • educational sessions on invasive species; • urban gardening workshops; and • art activities using repurposed materials. The initiative aims to deepen community connections to green spaces while fostering long-term respect and care for the environment.	78–90
Minoru Seniors Society	$2,117.00	$2,500.00	$2,500.00	The Minoru Gardeners program engages seniors in hands-on gardening to enhance the ecological health and beauty of the Minoru Seniors Centre. Activities include: • educational excursions to local parks and farmers' markets; and • an intergenerational park clean-up with youth.	91–103
Rabbitats Rescue Society	$1,983.00	$2,500.00	$2,500.00	This initiative is focused on creating a "Citizen Science" network of stewards who identify and map the colonies of feral rabbits using their mapping system to support monitoring of rabbit colonies and observation of illness or depopulation.	104–115
Richmond Chamber of Commerce	$0.00	$2,500.00	$2,500.00	This initiative involves a shoreline clean up focused on industrial-adjacent sites that accumulate significant river borne debris that would otherwise remain trapped along the banks and affect sensitive riparian areas. Proposed sites for 2026 events are: • Nelson Road Beach (7991 Nelson Road); and • River Road beneath the Knight Street Bridge (13115 River Road).	116–127
Richmond Garden Club	$2,142.00	$2,500.00	$2,500.00	The Richmond Garden Club will identify and permanently tag unique and keystone plants at Paulik Park with the support of experts, using labels and QR codes to provide visitors with accessible educational information about Paulik Park's botanical diversity.	128–146

Applicant	2025 Grant	2026 Request	2026 Recommended	Application Summary	See Att. 2 Page No.
Richmond Nature Park Society	$2,125.00	$2,500.00	$2,500.00	This project proposes to engage the community in building and installing eight bat boxes in a workshop led by a bat specialist. Accompanying educational signage will also be installed across the East and West sides of the Richmond Nature Park to support local bat populations and engage the community in conservation.	147–158
Spul'u'kwuks Elementary	$0.00	$2,500.00	$2,500.00	This initiative supports the restoration and long-term stewardship of the Spul'u'kwuks Elementary Pocket Forest through wildlife education, citizen science and community engagement. Activities include: • planting native and edible species; • installing educational and interpretive signage grounded in Indigenous ways of knowing; and • hosting an Indigenous Peoples Celebration with land-based workshops.	159–170
Terra Nova Nature School	$1,992.00	$1,800.00	$1,800.00	Grant funding will support two initiatives for the Terra Nova Nature School: • stewardship of the Miyawaki Forest at Terra Nova Rural Park by transforming it into an outdoor classroom where students will partake in hand-on, meaningful activities; and • the enhancement of the adjacent food forest, including soil improvements, invasive species removals and new perennials.	171–183
Thompson Elementary School	$0.00	$5,000.00	$2,500.00	This initiative aims to transform three underused courtyards and a garden at Thompson Elementary School into a green, outdoor learning space featuring Indigenous plants. The project will create areas for planting, learning and storage, establish an Indigenous healing garden with new raised beds, attract pollinators, and provide educational and community benefits for students, families, and local programs. Note: While this application was submitted under the Food Security grant stream, staff determined the proposed project more closely aligns with the criteria under the Environmental Enhancement grant stream. As a result, staff recommend the project receive the maximum available funds for environmental enhancement initiatives.	184–195
Tomekichi Homma Elementary School	$1,305.00	$2,500.00	$2,500.00	Tomekichi Homma Elementary School will be enhancing and expanding their school garden to support learnings around environmental stewardship, agriculture and Indigenous knowledge.	196–207
Web of Life Society	$0.00	$2,408.00	$2,408.00	Web of Life proposes a series of environmental clean-ups focused on removing trash from sensitive natural areas across Richmond. The project uses a direct-action approach to enhance green spaces, support biodiversity and ecosystem resilience, and engage the community in hands-on environmental stewardship.	208–219
Food Security – Non-profit Organizations Requests (up to $5,000)					
East Richmond Community Association	$2,142.00	$5,000.00	$5,000.00	East Richmond Community Association will offer Garden Tastings and Talk, weekly gatherings that combine tasting, learning and take-home produce. Participants will learn about sustainable food systems and local agriculture. The initiative also seeks to expand its impact by introducing hands-on, nature-based food education for young children to foster early environmental stewardship.	220-233
Kwantlen Farmers' Market (KFM)	$0.00*	$5,000.00	$5,000.00	The Kwantlen Farmers' Market's 2026 theme, **"Healthy Together"**, emphasizes building healthy people, communities, and environments through collaboration and local food systems. As Richmond's only BC Farmers' Market Association member market, KFM supports food security through the Nutrition Coupon Program while providing essential market access for local farmers and producers. KFM also fosters community well-being by partnering with local organizations to offer education on health, culture, and environmental stewardship.	234–240
Richmond Agricultural and Industrial Society	$0.00*	$5,000.00	$5,000.00	The Steveston Farmers and Artisans Market is a free, inclusive summer gathering that brings residents and visitors together to support local farmers, artisans, and culturally diverse vendors. This market promotes access to fresh, locally produced food while supporting healthy eating for vulnerable populations.	241–252
Society Pursuit Projects Canada	$0.00	$5,000.00	$5,000.00	This initiative leverages locally grown organic produce from the KPU Farm to educate the Richmond community about nutrition, sustainable food production, and urban agriculture while supporting food security. It includes culinary classes for Richmond youth aged 15–25. Meals prepared through the program will be distributed free to schools and vulnerable communities to help address local food scarcity.	253–264
The Sharing Farm	$2,225.00*	$5,000.00	$5,000.00	The Sharing Farm's Farmstand Support project supports the bi-weekly farmstand that serves as both a marketplace and gathering space in Terra Nova Rural Park. This initiative ensures year-round access to fresh, affordable produce for residents of all income levels and enables donations to community partners. Through hands-on volunteering and food distribution, the project supports sustainable urban agriculture while addressing food insecurity in Richmond.	265–277

Applicant	2025 Grant	2026 Request	2026 Recommended	Application Summary	See Att. 2 Page No.
Urban Bounty	$2,183.00*	$5,000.00	$5,000.00	The Garden Tastings and Talks initiative offers interactive weekly or bi-weekly sessions at three community centres from June to October. Participants garden together, learn about food origins and preparation, sample seasonal produce and take food home each week in a dignified and inclusive setting. The program also strengthens Richmond's local food system by sourcing from small, climate-friendly farms and connecting residents directly with local producers.	278–289
Totals for 2026		$70,678.00	$68,178.00		
2026 EEFSG Budget			$68,772.00		
Remaining Funds			$594.00		

*received grant funding under the Supporting Food Security through Community Driven Events Grant.

2026 ENVIRONMENTAL ENHANCEMENT AND FOOD SECURITY GRANT APPLICATIONS

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City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Doug Sargeant

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Doug **Last Name:** Sargeant

Title/Society Role (Optional):

Address: 4257 Gordon Place

City: Richmond **Province:** BC **Postal Code:** V7E 3R1

Phone No.: 604-341-3224 **Email:** dougsargeant1@gmail.com

Co-Applicant

First Name: **Last Name:**

Title/Society Role (Optional):

Address:

City: **Province:** **Postal Code:**

Phone No.: **Email:**

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

- [x] Individual – Up to $500
- [ ] Non-Profit Organization – Up to $2,500

Food Security Initiatives

- [ ] Non-Profit Organization – Up to $5,000

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Richmond

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Cul-de-Sac Enhancement **Amount Requested:** _____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Continuation of cul-de-sac garden that I have maintained for 5+ years. With the addition of the kiwi plant, multiple holly-hocks, summer snapdragon, cone flower & marigolds, pollinators have thrived. The community has enjoyed the garden's aesthetic look & varying heights of plants & trees.

Where in Richmond will your project take place?

neighborhood cul-de-sac

Anticipated Start Date: On-going **Anticipated End Date:** On-going

Number to be Served: _____

How many will be Richmond residents? _____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results within the timeframe of the project.
- [x] Opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Supports the development of a stewardship ethic in the community.
- [ ] Supports the City's circular economy principles.
- [ ] Other: _____

Explain how your grant will meet the selected objectives.

With the 2 waterbarrels as a water source, + using a growing drip shows water conservation. Neighbouring houses provide water hoses when needed. The maintenance of the garden allows City Resources to be used elsewhere. Diverse plants + trees promote different topics of conversation, shade shrub, water conservation.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amendar) pl	450	growing water kit to replace broken soils / herbicides, plants
Program Supplies (e.g., equipment rentals, tools, safety equipment)	50	weed rakes, pruning shears
Marketing and Promotion	∅	growing water kit is new which allows for a slower drip conserving water requires less hits.
Honorarium (up to $350)		plants - enhance & replace dying borrow of flowers
Insurance	∅	
Other, provide details (optional):	500	
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

depending on the amount, the funds will be allocated to suit the project. Watering plants is a high priority which requires a more effective system. If it is an ongoing design/implementation process. Fertilizers/ soils would be next.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	500
Amount Requested from Other Funders	0
Amount You Will Provide	0
Total:	500 $0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: Doug Last Name: Sergeant

Signature: [signature] Date: Oct 8/25

Co-Applicant Signature

First Name: _____ Last Name: _____

Signature: _____ Date: _____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond High School (RHS) Green Team

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Grace **Last Name:** Wang

Title/Society Role (Optional): Green Team President

Address: 7171 Minoru Blvd

City: Richmond **Province:** BC **Postal Code:** V6Y 1Z3

Phone No.: 604-368-8923 **Email:** gracewang2020111@gmail.com

Co-Applicant

First Name: ~~Eileen~~ **Last Name:** ~~Xie~~

Title/Society Role (Optional): Treasurer

Address: 7171 Minoru Blvd

City: Richmond **Province:** BC **Postal Code:** V6Y 1Z3

Phone No.: N/A **Email:** eileenxby@gmail.com

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☑ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Youth-Led Wildlife Education and Community Clean-up Initiative **Amount Requested:** $470

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Our project strives to connect high school and elementary students with positive, hands-on environmental action – with a focus on wildlife education and park/street clean-ups. The RHS Green Team will reach out to the Brighouse Elementary to lead a series of monthly sessions from February to June during our school's collaboration and Pro-D days. Each session will incorporate various environmental themes, such as biodiversity, local wildlife, waste reduction, and sustainability. The RHS Green Team members will lead elementary students in the following activities: guided clean-ups at Minoru Park and nearby streets; in-class mini workshops (including creating seed bombs, paper seeds, and other hands-on planting activities); and a culminating celebration at our Miyawaki Pocket Forest. These events not only provide younger students with opportunities to connect with nature, but also to learn about local biodiversity and the importance of conservation and protecting wildlife. The youth involved with leading this event will also have the opportunity to develop their leadership skills and bridge the gap between younger students, fostering a more holistic community while learning more about sustainable efforts to protect the natural environment. Through these sessions, we aim to help enhance park environments and support wildlife education, thereby inspiring the next generation to take environmental stewardship as they transition into secondary school.

Where in Richmond will your project take place?

A variety of places, listed as following: Minoru Park (7191 Granville Ave), Brighouse Elementary (6800 Azure Rd), and Richmond Secondary (7171 Minoru Blvd).

Anticipated Start Date: February 2025 **Anticipated End Date:** June 2025

Number to be Served: 90-100

How many will be Richmond residents? 90-100

How will these numbers be determined?

These numbers will be determined through high school student volunteer sign-ups (from our Green Team) and class participation at Brighouse Elementary. We can also ask the general student body to involve more high school students with the park clean-up sessions and workshops. We will take attendance and track engagement through surveys after each collaboration session.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results within the timeframe of the project.
- [x] Opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Our grant will achieve positive environmental results through our clean-ups at parks, school grounds, and nearby streets. Picking up litter before it reaches sensitive ecosystems will not only provide a cleaner environment for the community but also improve local soil, water quality, and reduce threats to wildlife. The youth-led workshops and clean-ups also bridge the gap between high school and elementary students, providing meaningful opportunities to collaborate environmental activities while fostering shared stewardship experiences. Youth leading workshops and clean-ups have the opportunity to develop their leadership skills, while students that participate in creative sustainability workshops will strengthen their understanding of the importance of conservation, circular resource use, and mindful consumption. We will also choose to make wildflower and native species seed bombs, so that once they are planted on the school grounds of RHS and Brighouse, they will also contribute to the enhancement of pollinator habitat and biodiversity. This project also aligns with Chapter 9.0 Island Natural Environment of the Official Community Plan through fostering environmental literacy among all students, reducing waste, and promoting the preservation and understanding of green infrastructure such as Minoru Park. In doing so, stewardship ethic is cultivated as well – high school students are able to take ownership of their impact on the environment and inspire younger students to continue this work as they move into high school.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	100	Seed bombs materials (clay, soil, seeds, bags), paper seeds workshop materials(mesh for drying, seeds, paper)
Program Supplies (e.g., equipment rentals, tools, safety equipment)	220	Gloves ($60), buckets ($30), Litter pickers ($100, some to be borrowed from the city), shovels for seed bomb planting ($30)
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):	150	Healthy snacks for participants
Total:	470	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

If we receive a partial amount of money, we will still direct the money received towards connecting our Green Team with elementary school students at Brighouse. Most of the funding would most likely go towards the park clean-ups, as their impact is expansive — preserving natural habitats while bridging the gap between high school and elementary schools. We would purchase essential supplies, such as litter pickers and buckets. If possible, we would also purchase necessary supplies for our sustainable workshops (seed bombs, paper seeds, etc.), with a goal of strengthening students' understandings of the importance of environmental stewardship.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	470
Amount Requested from Other Funders	0
Amount You Will Provide	0
Total:	470

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

The Green Ambassadors (GA) program connects different high school Green Teams in the school district to come together and share ideas, environmental initiatives, and methods for community engagement. Through this program, Green Teams are able to plan collaborative projects, build on each other's strengths and weaknesses, and develop their respective outreach methods.

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

The GA program has monthly symposiums where Green Teams are able to promote their projects. During one of these meetings, we plan to share our initiative of connecting with elementary feeder schools, opening up the idea to other schools. We also plan to invite other schools to join some of our monthly clean-ups and workshops if possible.

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

The GA program also provides secondary students with the opportunity to manage recycling initiatives during city-wide events, such as the Salmon festival. This allows students the opportunity to connect with the public, fostering principles of responsible waste reduction and preserving the natural environment — which is a key idea to our project. Furthermore, other schools involved in GA also have experience hosting projects such as shoreline clean-ups, workshops, and other events we can take

How will you measure the short-term and long-term effects of your project?

We will measure short-term effects through feedback from elementary school students (to understand their engagement and participation levels during our workshops and clean-ups) as well as surveys from our own Green Team members. To measure long-term effects, we will also consistently weigh the amount of litter collected from clean-ups to measure progress and contrast the levels of waste pollution over the span of our project. To consider even further into the future, we can measure growth in

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: Grace **Last Name:** Wang

Signature: **Date:** 10 / 13 / 2025

Co-Applicant Signature

First Name: Eileen **Last Name:** Xie

Signature: **Date:** 10/15/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many participants will be Richmond residents?_____

How will these numbers be determined?

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- ☐ Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- ☐ Provides opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Enables local food producers to grow, distribute or sell produce affordably.
- ☐ Supports and creates opportunities for Richmond residents to access local food.
- ☐ Addresses food insecurity in innovative ways through local, community-based solutions.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Current Year

Explanation for Accumulated Surplus or (Deficit)

☐ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number:_____

Charitable Number (Optional):_____ **Date of Incorporation:**_____

Society Website (Optional):_____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Signing Officer 2

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: William Bridge Elementary

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Colleen **Last Name:** Orzen

Title/Society Role (Optional): Principal

Address: 10400 Leonard Rd

City: Richmond **Province:** BC **Postal Code:** V7A2N5

Phone No.: 6046686236 **Email:** corzen@sd38.bc.ca

Co-Applicant

First Name: Alli **Last Name:** Ridley

Title/Society Role (Optional): Indigenous Pedagogy and Curriculum Teacher Consultant

Address: 4151 Jacombs

City: Richmond **Province:** BC **Postal Code:** V6V1N7

Phone No.: 6049104127 **Email:** aridley@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

- [x] Individual – Up to $500
- [ ] Non-Profit Organization – Up to $2,500

Food Security Initiatives

- [ ] Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Native species planting **Amount Requested:** 500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

William Bridge Elementary has two planters at the entrance of the school that we are hoping to plant native plants in. The plan is to spruce up the space with Indigenous perreniels which will serve as pollinators and a learning opportunity for the school population and greater community. Students would be able to witness the seasonal changes of local Indigenous plants, providing rich place-based learning.
We would like to replace the soil in these planters and purchase Indigenous plants that will beauitfy and green the space. This project will help with Richmond's environemental enhancement and conservation by providing a space for native plants and providing pollinators for local species.

Where in Richmond will your project take place?

William Bridge Elementary

Anticipated Start Date: asap **Anticipated End Date:**

Number to be Served: 600

How many will be Richmond residents? all

How will these numbers be determined?

School population and greater community

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results within the timeframe of the project.
- [x] Opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports the City's circular economy principles.
- [ ] Other: _____

Explain how your grant will meet the selected objectives.

By planting Indigenous plants in a community visited space we are contributing to Richmond's healthy ecosystem. We are also encouraging our youth to be stewards of our environment by providing an opportunity for them to learn about local Indigenous plants.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	500	plants and soil
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	500	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

We will use it to supplement partial completion of the project.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	500
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	500

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name: Colleen **Last Name:** Orzen

Signature: _____ **Date:** _____

Co-Applicant Signature

First Name: Alli **Last Name:** Ridley

Signature: _____ **Date:** _____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many participants will be Richmond residents?_____

How will these numbers be determined?

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- ☐ Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- ☐ Provides opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Enables local food producers to grow, distribute or sell produce affordably.
- ☐ Supports and creates opportunities for Richmond residents to access local food.
- ☐ Addresses food insecurity in innovative ways through local, community-based solutions.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Current Year

Explanation for Accumulated Surplus or (Deficit)

☐ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number:_____

Charitable Number (Optional):_____ **Date of Incorporation:**_____

Society Website (Optional):_____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Colleen **Last Name:** Orzen

Society Role: Administrator

Signature: C Orz **Date:** Oct 8/25

Signing Officer 2

First Name: Ali **Last Name:** Ridley

Society Role: Teacher Consultant

Signature: A Ridley **Date:** Oct-10/25

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Birds Canada

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: David **Last Name:** Bradley

Title/Society Role (Optional): BC Director

Address: 206-4841 Delta Street

City: Delta **Province:** BC **Postal Code:** V4K 2T9

Phone No.: 604 401 6850 **Email:** dbradley@birdscanada.org

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Community Birding and Education Program **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Nestled within one of the most ecologically significant regions in North America, the city of Richmond and its surrounding areas form a vital part of the Pacific Flyway – a huge migratory bird corridor over 8,000 kilometers long stretching along the Pacific Coast from Alaska to Patagonia. Richmond also forms part of the Fraser River Estuary Key Biodiversity Area, a unique landscape that serves as a critical stopover habitat for migratory birds which supports over 1.7 million birds annually. From shorebirds and songbirds to raptors and waterfowl, this region boasts the highest bird productivity in Western Canada, making it a treasure trove for bird enthusiasts, conservationists, and curious minds alike.

Birds Canada's immersive bird education program is designed to inspire, inform, and connect people of all ages with the astonishing diversity of birdlife right outside their door. Whether a seasoned birder or just beginning to notice the birds in your backyard, our sessions offer something for everyone.

Through a blend of indoor workshops and outdoor field experiences, participants in our education program will:
1) Learn to distinguish between bird families, recognize key features, and interpret bird calls and songs.
2) Gain practical skills in bird identification using binoculars, field guides, and mobile apps.
3) Discover the Pacific Flyway and why the Fraser River Estuary is internationally recognized as a Key Biodiversity Area.
4) Explore ways to help protect and conserve birds through citizen science research and bird monitoring projects with Birds Canada.

Where in Richmond will your project take place?

Richmond Public Library branches, urban parks such as Terra Nova, Garden City Park, Richmond Nature Park and more.

Anticipated Start Date: 01/05/2026 **Anticipated End Date:** 10/4/26

Number to be Served: 60-70 participants

How many participants will be Richmond residents? 100% of participants

How will these numbers be determined?

Through targeted marketing efforts, we will do our best to engage local Richmond residents.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Not applicable.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- ☐ Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- ☑ Provides opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☑ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Enables local food producers to grow, distribute or sell produce affordably.
- ☐ Supports and creates opportunities for Richmond residents to access local food.
- ☐ Addresses food insecurity in innovative ways through local, community-based solutions.
- ☑ Supports the development of a stewardship ethic in the community.
- ☑ Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Our program, in partnership with the Richmond Public Library will educate local residents on how to maintain healthy ecosystems through Birds Canada's bird monitoring programs. Community members will develop a stewardship ethic through learning about the various ways to protect and conserve birds. Finally, residents will develop a holistic perspective on conservation and sustainability.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 1,000.00	development of educational materi
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 650.00	Printing of outreach materials and
Marketing and Promotion	$ 500.00	Promotion on social media platform
Honorarium (up to $350)	$ 350.00	For Richmond Public library, use o
Insurance		
Other, provide details (optional):		
Total:	$ 2,500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Cover staff time, preparation of materials and resources

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	$ 0.00
Amount You Will Provide	$ 3,000.00
Total:	$ 5,500.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	13,217,497	3,004,024
Total Expenses	12,509,378	3,661,471
Annual Surplus or (Deficit)	708,119	(657,447)
Accumulated Surplus or (Deficit)	10,779,431	10,121,984

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Excess of revenues over expenses resulted from invesment incomes, unrealized gains on investments and donation of a gift in kind received in the last fiscal

Current Year

Current year defecit is expected as of Q1 and is expected to regularize as contributions are received throughtout the fiscal year.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus or fund balance as of 31 March 2025 stood at $10.8M comprised of $8.4M being restricted and $2.4M unrestricted.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: 119024313

Charitable Number (Optional): _____ **Date of Incorporation:** 1/1/67

Society Website (Optional): www.birdscanada.org

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Richmond Public Library

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

We will promote the project through physical and digital advertising. Posters will be printed and shared across all Richmond Public Library locations. We will also collaborate on digital posts on social media and target local City of Richmond community members.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Birds Canada and the Richmond Public Library have been working collaboratively over the past 3 years. We have hosted over 20 birds walks in the past 3 years. Each bird walk has at least 8 participants. With the new proposed programs, we plan to enhance the educational experience through a combination of indoor and outdoor sessions.

How will you measure the short-term and long-term effects of your project?

Feedback forms will be provided and collected to determine short-term effects. Continued engagement in Birds Canada and other sustainability / conservation programs will help us determine long-term effects of our project.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: David **Last Name:** Bradley

Society Role: British Columbia Director

Signature: **Date:** 10/15/2025

Signing Officer 2

First Name: Laura **Last Name:** Irvine

Society Role: Ontario Director

Signature: **Date:** 10/15/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond City Centre Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Mary **Last Name:** Ortega

Title/Society Role (Optional): Youth Development Coordinator

Address: 5900 Minoru Blvd, #105

City: Richmond **Province:** BC **Postal Code:** V6X 0L9

Phone No.: 6042048578 **Email:** mortega@richmond.ca

Co-Applicant

First Name: Helena **Last Name:** Eglis

Title/Society Role (Optional): Community Development Coordinator

Address: 5900 Minoru Blvd, #105

City: Richmond **Province:** BC **Postal Code:** V6X 0L9

Phone No.: 6042048582 **Email:** heglis@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: ECO-RISE **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Our project aims to tackle the environmental impacts of fast fashion and consumerism amongst youth, promote local agriculture, vendors, and food security, and foster a greener, more connected community in our local neighbourhoods. It includes three main interconnected components that build upon one another:

First, we would begin by hosting a series of 2-5 upcycling workshops held at City Centre Community Centre or local Richmond schools. These educational and engaging sessions would introduce how to repurpose old or thrifted clothing into new, unique, and reusable pieces. Participants can take their upcycled creations home to wear, and extra items will be sold at our community market.

Second, we would organize a food and artisan market featuring a diverse range of local food vendors, artisans, and farm produce. This one-time event would have a particular emphasis on the importance of sustainable consumer choices, supporting small businesses and local produce. This would take place at Minoru, City Centre, or the KPU farm in the Spring.

Third, the final step would include giving back to the environment through flower and tree planting, specifically, in local neighbourhood parks. Revitalizing these overlooked spaces is incredibly important to connect the community together and create a greener place overall. Proceeds from upcycled item sales and any remaining funding will fund this final stage. We would plant plants and flowers indigenous to Richmond, such as the Bea Pea, Pearly Everlastings, Yarrow, Black Lily, etc. In addition, if the area permits, we would like to work toward creating the second Miyawaki Pocket Forest in Richmond in a nearby park.
The grant would provide thrifted clothes, fabric paint, sewing materials making these workshops accessible to the public.

Where in Richmond will your project take place?

City Centre Community Centre

Anticipated Start Date: 11/01/2025 **Anticipated End Date:** 6/1/20

Number to be Served: 100 youth

How many participants will be Richmond residents? All

How will these numbers be determined?

Attendance will be recorded at all events: upcycling workshops, artisans, vendors, attendees, and volunteers for planting.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

In Kind contributions:
1) Room Usage: 2 hours per week @ $50/hour x 45 weeks = $4500
2) Photocopying/Office supplies: $220
Total: $4720

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [x] Other: Promotes the 40 developmental assets for positive youth development

Explain how your grant will meet the selected objectives.

All of these components promote City of Richmond's Circular Economy Strategy to maximize the value of resources by minimizing waste and reusing materials in a more sustainable and low-carbon approach while empowering community members, particularly youth (13-18 years old) to take on leadership roles in creating a more sustainable urban environment. Our project promotes environmental sustainability, food security, and community engagement through three interconnected initiatives.The upcycling workshops reduce textile waste and encourage circular economy principles by teaching youth how to repurpose clothing rather than discard it. These sessions not only divert waste from landfills but also foster environmental stewardship and creativity among participants.

The community market will strengthen local food systems by providing affordable opportunities for small-scale farmers, food vendors, and artisans to sell their goods. This event will enhance access to fresh, locally grown produce and increase public awareness of sustainable consumer choices directly supporting Richmond's food security and local economy goals.

Finally, the planting phase will contribute to a healthier, more connected ecosystem by restoring native vegetation and potentially establishing a Miyawaki Pocket Forest in a local park. This initiative aligns with the Citys Ecological Network Management and Public Tree Management Strategies by enhancing biodiversity and community green spaces.

With ECORISE as a youth-led leadership team, this project promotes the 40 developmental assets for positive youth development particularly by empowering youth involvement in sustainability and climate action projects.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 700.00	Miscellaneous supplies (tree seeds
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 0.00	Provided by City Centre Communit
Marketing and Promotion	$ 100.00	City Centre social media boosts
Honorarium (up to $350)	$ 300.00	For guest speakers and workshop
Insurance	$ 0.00	Miscellaneous supplies (tree seeds
Other, provide details (optional):	$ 1,400.00	Tent/equipment rentals, event pern
Total:	$ 2,500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

The project proposal will be adapted to suit the financial capacities such as reducing the components into two initiatives instead of three. Grant funding will mostly go towards materials and honourarium.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	$ 0.00
Amount You Will Provide	$ 0.00
Total:	$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 1,418,240.00	$ 1,383,197.00
Total Expenses	$ 1,375,441.00	$ 1,375,441.00
Annual Surplus or (Deficit)	$ 31,309.20	$ 7,756.00
Accumulated Surplus or (Deficit)	$ 1,102,984.00	$ 1,102,984.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Revenues for the 2023-2024 fiscal year were lower than projected.

Current Year

Expected to be positive due to operational changes made.

Explanation for Accumulated Surplus or (Deficit)

Accumulated surplus can be attributed to revenue generated over the lifetime of the Richmond City Centre Community Associations lifetime.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S0031435

Charitable Number (Optional): _____ **Date of Incorporation:** 10/15/25

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

CityHive
Foundry BC
KPU Farm

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Ecorise will promote this project through the following Instagram accounts: @citycentreccyouth, @citycentrecc, and @cityofrichmondyouth. Other promotions include physical posters put up in community centres, high schools, and partner facilities. Furthermore, our team will launch a unique social media marketing campaign through Instagram reels and posts. CityHive and Foundry are expected to do the same, promoting the project through their social media platforms and towards event attendees.
To promote our project and get the community involved, we're partnering with CityHive to help spread the word and bring more people in. CityHive has a lot of experience working with youth and supporting community-driven climate action, so they'll be a big help in reaching new audiences. We'll use social media, posters, and word of mouth to let people know what we're doing, and we'll also connect with local schools and community groups to invite them to join us.
We want to make sure our events are welcoming and accessible to everyone. That means choosing locations that are easy to get to, using clear and friendly language in our promotions, and being intentional about reaching out to people who might not usually be involved in environmental projects. With CityHive's support and our team's outreach, we're hoping to build real connections and make sure our project reflects the voices and ideas of our whole community.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Ecorise is youth-led, and it is full of individuals with experience towards planning, coordinating, and organizing youth-focused initiatives and events. Many members have had prior experience working with City Centre Community Centre, taking up leadership positions in one of the six weekly youth-led leadership teams. Our team has experience planning and running community-focused events that raise awareness about climate and environmental issues. We've organized things like school-based workshops, community clean-ups, and youth-led events like farmers markets and flower planting days. These projects have helped us build skills in outreach, event planning, and working as a team to bring ideas to life. We've also learned how to adapt and problem-solve along the way, especially when working with limited resources or during unpredictable weather.
CityHive brings a lot of valuable experience to the table. They've been leading youth engagement and sustainability-focused projects in Vancouver and Richmond for years. Their team knows how to support youth in leading meaningful events and has built strong relationships with local organizations, schools, and community leaders. With their support, we feel confident in our ability to run a successful project that is both well-organized and inclusive. Together, we have the capacity to create something that brings people together and makes a real impact.

How will you measure the short-term and long-term effects of your project?

To measure the short-term and long-term impact of our EcoRise youth-led environmental projects such as farmers markets, keynote speakers, and flower planting, we will use a combination of surveys, observations, and community feedback. In the short term, we will track how many people attend and participate in each event, and gather information through short surveys or informal conversations to understand what they learned and how they felt about the experience. We will also document our events through photos and videos, and monitor engagement on social media to get a sense of how our message is spreading and how people are responding.
For long-term impact, we plan to follow up with participants a few months after each event to see if it led to any lasting changes, such as new environmental habits or continued involvement in local sustainability efforts. We will also observe the physical outcomes of our projects. For example, after planting flowers, we will look for increases in pollinators like bees and butterflies. We will keep track of how our team members develop as leaders and whether they continue to take on roles in environmental or community initiatives. In addition, we will evaluate our relationships with community partners and look for signs that our work has inspired others to start their own projects or continue collaborating with us. By using these methods, we aim to understand both the immediate and lasting effects of our work in the community and on the environment.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Signing Officer 2

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond Grant Application

Declaration and Signatures

DECLARATION

We certify that to the best of our knowledge the information provided in this grant application is accurate and complete and is endorsed by the society and the partners involved in this proposal. We also certify that in addition to meeting all the eligibility criteria as stated in the Program Guidelines, we meet the following:

- We are a Society in good standing with the Province of British Columbia
- We extend programs, activities and services to the general public in the City of Richmond in a non-discriminatory way
- Voting members of the Board of Directors of a Society receiving funds through the City of Richmond do not concurrently hold any paid staff positions with the Society nor are remunerated for services to the Society (but may be reimbursed for expenses)

If our organization receives a grant from the City of Richmond, we agree to the conditions set out above and as per any other conditions approved by City Council.

1) VOTING BOARD MEMBER 1

Name (printed/typed): Henry Cheung

Title: Vice President

Signature:

Date: Oct 2, 2025.

2) VOTING BOARD MEMBER 2

Name (printed/typed): Crystal Don

Title: Secretary

Signature:

Date: Oct 6. 2025

6211230

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Garden City Conservation Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sharon **Last Name:** MacGougan

Title/Society Role (Optional): President

Address: 7411 Ash Street

City: Richmond **Province:** BC **Postal Code:** V6Y2R9

Phone No.: 6046188866 **Email:** sharonmac@telus.net

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Bird Diversity Study & Video **Amount Requested:** $2,500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Project #1:
Birds Canada bird survey data collection done four times over one year. Information gathered on bird diversity at Miyawaki #8 (Bridgeport Trail) through in person surveys and the use of a camera set up on a light standard that overlooks the forest.
Barn owls have lost habitat as Richmond became more urbanized. But they are known to be adaptable to urban settings and have been documented at this site. We want to know through this study if their numbers increase over time.

Project #2
Barn owl brochures will be created by Birds Canada for placement at Richmond libraries and any other appropriate places. $1900 for the two Birds Canada project.

Project #3
Video on The Brideport Trail Barn Owl restoration project. $600 towards video cost.

Where in Richmond will your project take place?

Bridgeport Trail/Miyawaki #8

Anticipated Start Date: April 2026 **Anticipated End Date:** April 2027

Number to be Served: Don't understand the question.

How many participants will be Richmond residents? To be determined

How will these numbers be determined?

The research will be undertaken by Birds Canada, not sure how many staff will be involved in total. The numbers of participants in the video (speaking/interviewed) will be around 10/15. Backgound participants (planting the Miywaki forest #8 future nesting site for barn owls) will be around 25/30. More footage with interviews upcoming.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

None

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local fooc.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Loss of biodiversity is a worldwide problem in need of local solutions. Bird numbers are dramatically dropping due to loss of habitat (as well as insects). Any time we plant biodiversity we're reversing that trend but doing it in a way that encourages public engagment. Which in turn builds better understanding of our natural world. Birds are part of our extended family and we believe most people would like them to stay with us. Research is really crucial to better understand how we are doing long-term: will barn owl numbers increase through the oldfield restoration and Miyawaki installation at Bridgeport Trail? GCCS believes it will. But we won't know unless we have baseline data to document against.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$1900	Barn owl research/brochures brochures
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):	$600	Video
Total:	$2500	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

We will make a decision as to what is our priority.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$2500
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$2500

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$9360	$3064
Total Expenses		
Annual Surplus or (Deficit)	$1662	-$433
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The Expenses cells did not work properly:
2024 Expenses $7698 – 2025 Expenses $1072
Accumulated Surplus/Deficit:
2024 Surplus – $1662 2025 – $1072

Current Year

Any surplus funds are from memberships or donations.

Our society is 100% volunteer run and does not have ongoing costs nor paid staff.

Explanation for Accumulated Surplus or (Deficit)

Any surplus funds are from memberships or donations.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S-0053257

Charitable Number (Optional): _____ **Date of Incorporation:** 15/02/2008

Society Website (Optional): gardencityconservation.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

We are a Community Partner with the City of Richmond. The bird survey at the Bridgeport Trail Miyawaki is meant to be shared with the appropriate city departments. We have an ongoing partnership with Birds Canada due to our same interest in protecting birds and their habitat. We partner/share data with a national mini-forest organization and Earthwatch (through University of Guelph). And other partners.

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

GCCS website and newsletters, Richmond Library (barn owl brochures) and Nature Park and any other relevant event/organization for distribution of brochures. We expect the Spul'u'kwuks/City of Richmond/GCCS collaborative Miyawaki #6 video to have a wide distribution throughout SD#38 staff, students and parents. It's an innovative collaborative way of the community coming together to plant and care for a forest!

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Bog stewardship activities on the GCL in collaboration with KPU, Miyawaki forest plantings in collaboration with various partners and as a Community Partner with the City of Richmond.

How will you measure the short-term and long-term effects of your project?

That's the exact reason for baseline studies! Citizen Science can gather data in the future and it can be measured against the baseline.

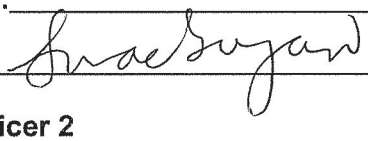
Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Sharon **Last Name:** MacGougan

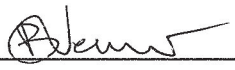
Society Role: President

Signature:  **Date:** October 15, 2025

Signing Officer 2

First Name: Bruno **Last Name:** Vernier

Society Role: Treasurer/Miyawaki Lead

Signature:  **Date:** October 15, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Garden City Conservation Society

Treasurer's Report for May 1, 2024- Apr 30, 2025

	May 2020	May 2021	May 2022	May 2023	May 2024	May 2025
Opening Balance:	**2560**	**2987**	**3576**	**3576**	**2938**	**4600**
Income:	**311**	**750**	**1451**	**14019**	**9360**	**3064**
Memberships	310	250	280	230	230	220
Earth Literacies			1171	58		
BC Wetlands					1610	
GC Park					2500	
UBC honorarium						500
EE Grant						1992
CoR Grants		500		3961	2500	
Tree Canada				9278		
Nursery inventory					1300	
Donations				490	1220	70
Interest	1			2		282
Expenses:	**154**	**256**	**1034**	**14452**	**7698**	**1992**
Internet	88	16	16	16	57	16
BC filing	40	40	25	40	40	40
Project Expenses	26		989	14037	204	
Volunteer Supplies				348	251	1178
Birds Canada		200			1500	
Insect Study GCL						
Spulukwuks Movie						
Website+newsletter						500
BC Nature insurance						257
KPU+CoR					3500	
Logo					840	
in-kind donations					1300	
Bank expenses			4	11	6	1
Net Change:	**157**	**494**	**417**	**-433**	**1662**	**1072**
Closing Balance	**2987**	**3576**	**3576**	**2938**	**4600**	**5672**

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: GreenSeeds Music Society (in partnership with Urban Bounty & Hub Cycling)

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Erzsebet **Last Name:** Institorisz

Title/Society Role (Optional): ED / GreenSeeds Music Society

Address: #208-5700 Andrews Rd

City: Richmond **Province:** BC **Postal Code:** V7E 6N7

Phone No.: (604) 306-4762 **Email:** erzsi@greenseedsmusic.org

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Pedal, Plant & Play: An Eco-Food Adventure **Amount Requested:** $ 2,500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Pedal, Plant & Play: An Eco-Art in Motion Adventure is a family-friendly event promoting food security and environmental stewardship through cycling, art, music and hands-on learning. Held in mid to late August 2026, it is co-hosted by GreenSeeds Music Society, Urban Bounty, and Hub Cycling. Activities include a fruit rescue demo with jam tasting, eco-art prints, live music, a local food info booth, and a guided cycling tour through Richmond's pollinator corridors. The event supports Richmond's environmental and food access goals by reducing waste, restoring habitat, encouraging active transport, and building awareness of sustainable urban agriculture.

Where in Richmond will your project take place?

Terra Nova Park or Garden City Lands, Richmond

Anticipated Start Date: August 1, 2026 **Anticipated End Date:** August 31, 2026

Number to be Served: 30-50

How many participants will be Richmond residents? 100%

How will these numbers be determined?

Eventbrite Pre-registration + on-site check-in

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

none

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

This event connects Richmond residents with local food systems and habitat restoration through engaging, low-barrier activities like cycling, art, and nature-based workshops. It supports environmental goals by promoting pollinator health, reducing food waste, and encouraging stewardship. The fruit rescue and food education stations increase awareness of urban agriculture and community food access, while the rotating format ensures broad participation and intergenerational learning. Together, these actions foster sustainability, resilience, and a sense of shared responsibility.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$230	Pollinator plants, soil, and eco-art printmaking supplies
Program Supplies (e.g., equipment rentals, tools, safety equipment)	500	Tent rental, red barn rental, signage
Marketing and Promotion	$60	Posters, flyers, paid social ads, printed signage
Honorarium (up to $350)	1,400	Urban Bounty ($750), artist, or guest speakers (≤ $350 each)
Insurance	160	Event liability, City or site-specific
Other, provide details (optional):	150	Fruit-based refreshments, jam-tasting, light catering
Total:	$2,500	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

If only partial funding is received, we would focus on essentials such as venue rental, basic insurance, and workshop materials. Music and print promotion elements would be reduced or replaced with in-kind support. All critical educational content—pollinator planting, eco-art, and food literacy—would still be delivered with adjusted scope or volunteer-led facilitation.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$2,500
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$2,500

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$3,000.00	$2,269.62
Total Expenses	$2,786.86	$2,100.05
Annual Surplus or (Deficit)	$213.14	$169.57
Accumulated Surplus or (Deficit)	$213.14	$169.57

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Left over monies from performance revenue

Current Year

Additional donations received as shown on profit / loss statement.

Explanation for Accumulated Surplus or (Deficit)

Left over monies from donations

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S-0063613

Charitable Number (Optional): _____ **Date of Incorporation:** February 5, 2015

Society Website (Optional): www.greenseedsmusic.org

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Urban Bounty (food security, facilitation), Hub Cycling (bike education)

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Posters, social media, newsletters, City event pages

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Partners have co-hosted similar 2025 (Eco-Art in Motion with Urban Bounty) and 2024 (Energize Richmond Bike Tour with Hub Cycling)

How will you measure the short-term and long-term effects of your project?

Pre/post surveys, attendance tracking, qualitative feedback, photo documentation

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Erzsebet **Last Name:** Institorisz

Society Role: ED / GreenSeeds Music Society

Signature: **Date:** 10-15-2025

Signing Officer 2

First Name: _____ **Last Name:** _____

Society Role: _____

Signature: _____ **Date:** _____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Hamilton Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sarah **Last Name:** Kennedy

Title/Society Role (Optional): Program Coordinator

Address: 5140 Smith Drive

City: Richmond **Province:** BC **Postal Code:** V6V 2W5

Phone No.: 604-238-8054 **Email:** skennedy@richmond.ca

Co-Applicant

First Name: Ethan **Last Name:** Haldeman

Title/Society Role (Optional): Recreation Leader

Address: 5140 Smith Drive

City: Richmond **Province:** BC **Postal Code:** V6V 2W5

Phone No.: 604-238-8052 **Email:** ehaldeman@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Earth Week at Hamilton **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

The Hamilton Community Association (HCA) would like to host a week-long celebration as a part of Earth Week 2026. Through a series of events and activities, HCA will encourage residents to take part in activities that strengthen their relationship with local green spaces and inspire ongoing environmental stewardship within the community. Throughout the week, HCA will offer free, inclusive, programs designed to highlight how individual and collective actions contribute to a healtheir ecosystem. A guided community hike around Rice Lake provides a hands-on learning experience that encourages residents to engage directly with the environment and create awareness of how local actions contribute to the preservation of regional habitats. In partnership with the Richmond Nature Park, educational sessions will explore the impact of invasive soecies and how residents can help protect native plants and wildlife. Workshops facilitated by Urban Bounty will focus on cultivating gardens in urban spaces and empower participants to contribute to the ecological health of the community. Local artists will run workshops using repurposed materials showing how creativity can also reflect environmental values. Through these experiences, Earth Week will not only educate and inspire but also strengthen a sense of belonging grounded in respect for environmental care during Earth Week and beyond.

Where in Richmond will your project take place?

Hamilton Community Centre and Hamilton Community Park

Anticipated Start Date: 04/20/2026 **Anticipated End Date:** 4/26/26

Number to be Served: 85

How many participants will be Richmond residents? 85

How will these numbers be determined?

Registration will be required for all workshops taking place during Earth Week.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

HCA works in partnership with the City of Richmond (COR) to provide recreational opportunities to the community at Hamilton Community Centre. This is a city-owned recreation facility. Twenty COR staff work at this location, including front desk attendants, programmers, and building service workers.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [ ] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

HCA's activities will meet the selected objectives through awareness of sustainable practices and promoting positive environmental outcomes. This grant will enable us to strengthen collaboration with leaders in environmental stewardship and promote active learning which will allow participants to develop and understand positive practices in stewardship.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 700.00	Soil, plants, seeds, light refreshme
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 700.00	Bus, bus driver and gardening sup
Marketing and Promotion	$ 100.00	Boosted posts on social media
Honorarium (up to $350)	$ 350.00	For workshop facilitators
Insurance		
Other, provide details (optional):	$ 650.00	Contractors and facilitator expense
Total:	$ 2,500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

If HCA receives part of the requested amount, Earth Week activities will still occur. The proposed workshops may have to be scaled down/modified to ensure sufficient funds are available to support honorariums, contractor, and supply fees. Otherwise, costs would have to be absorbed by the HCA.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 866,067.05	$ 869,419.28
Total Expenses	$ 796,857.09	$844,681.48
Annual Surplus or (Deficit)	$ 69,209.96	$ 24,737.80
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Surplus is accumulated each fiscal year from registration and drop-in program revenue. This surplus is redistributed back into our programs and events and helps offset financial loss in certain program areas, such as Events, 55+, and Youth programs. Surplus also allows HCA to replace, upgrade, and/or procure equipment and resources that support staff and programs (ie. commercial refrigerator, laptop, etc.).

Current Year

With consideration for an increase in wages and expanded operational hours on Saturdays, we are anticipating a reasonable surplus.

Explanation for Accumulated Surplus or (Deficit)

Surplus is accumulated each fiscal year from registration and drop-in program revenue. This surplus is redistributed back into our programs and events and helps offset financial loss in certain program areas, such as Events, 55+, and Youth programs. Surplus also allows HCA to replace, upgrade, and/or procure equipment and resources that support staff and programs (ie. commercial refrigerator, laptop, etc.).

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S0028587

Charitable Number (Optional): 139301451 **Date of Incorporation:** 1/22/92

Society Website (Optional): https://www.richmond.ca/parks-recreation/centres/hamiltoncentre.htm

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Signing Officer 2

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: ALEX **Last Name:** YUEN

Society Role: HAMILTON COMMUNITY ASSOCIATION BOARD TREASURER

Signature: [signature] **Date:** 29-SEP-2025

Signing Officer 2

First Name: Danny **Last Name:** Yu

Society Role: Vice - President

Signature: [signature] **Date:** September 29, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Minoru Seniors Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Jim **Last Name:** Kojima

Title/Society Role (Optional): President

Address: 7191 Granville Avenue

City: Richmond **Province:** BC **Postal Code:** V6Y1N9

Phone No.: 604-238-8482 **Email:** seniors@richmond.ca

Co-Applicant

First Name: Amy **Last Name:** Yu

Title/Society Role (Optional): MSS Board Member

Address: 7191 Granville Avenue

City: Richmond **Province:** BC **Postal Code:** V6Y1N9

Phone No.: 604-238-8482 **Email:** seniors@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: The Minoru Gardeners **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

The Minoru Gardeners program has been an ongoing program for the last two years with a goal to continue to engage seniors in hands-on gardening that works to enhance the natural beauty and ecological health of the Minoru Seniors Centre front entrance and raised garden beds. Through this plots, seniors will look to grow seasonal vegetables, herbs, and flowers, promoting sustainable gardening practices while fostering environmental awareness, wellness, and community connections. In addition, through collaboration with Urban Bounty, we will look to include an educational component for the gardeners to further knowledge development and wisdom sharing opportunities.

As an extension of the program, there will be an addition of educational excursions to Richmond parks, where participants will explore native flora and fauna, and to the Steveston Farmers and Artisan Market to learn about local food producers, urban agriculture, and sustainable food practices. These experiences will strengthen understanding of local food systems and encourage seniors to incorporate locally sourced produce into their gardening and meals.

Looking ahead, an intergenerational park clean-up initiative will pair seniors with local youth to walk the Minoru precinct and collect litter. This project will foster environmental stewardship across generations and preserve the area for the community. Through gardening, educational trips, and collaborative clean-up efforts, the Minoru Gardeners program will continue to conserve and enhance green spaces, promote sustainable practices, support local food systems, and strengthen community connections, while cultivating a lasting respect for Richmond's unique natural and agricultural environment.

Where in Richmond will your project take place?

This project will continue to take place at the Seniors Centre at the Minoru Centre for Active Living. In addition, the out trip will bring participants out to the Terra Nova Rural Farm and the Steveston Farmers and Artisan Market.

Anticipated Start Date: 01/01/2026 **Anticipated End Date:** 12/31/26

Number to be Served: 40

How many participants will be Richmond residents? 35

How will these numbers be determined?

Attendance will be taken at the monthly meet ups and registration at the workshops and out trips.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

The Minoru Seniors Society runs programs and services at the Minoru Centre for Active Living. City of Richmond staff also support the MSS programs and services

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

The 2026 Minoru Gardeners project will advance Richmond's environmental and sustainability objectives by engaging seniors and community members in activities that enhance green spaces, promote food security, and strengthen connections to local ecosystems. Through the care and cultivation of garden beds at the Minoru Seniors Centre, participants will grow seasonal vegetables, herbs, and pollinator-friendly plants, contributing to improved biodiversity and a healthier, more resilient urban ecosystem. These efforts directly support the City's environmental goals outlined in the Ecological Network Management Strategy and Public Tree Management Strategy by promoting a connected, sustainable, and functioning natural environment.

In 2026, the program will expand to include educational field trips to Richmond's local parks and the Steveston Farmers and Artisan Market, where seniors will learn about native plant species, local food producers, and sustainable urban agriculture. These experiences will strengthen community knowledge of Richmond's island ecology, improve understanding of food systems, and encourage the use of locally sourced produce.

Additionally, a new intergenerational park clean-up initiative will bring together seniors and youth to collect litter and restore public spaces within the Minoru precinct, fostering environmental stewardship and cross-generational collaboration. By combining hands-on gardening, education, and community engagement, the Minoru Gardeners project will contribute to a circular economy, promote sustainable food access, and empower residents to take an active role in conserving Richmond's natural environment for future generations.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 1,100.00	2 new gardening beds, potting soil
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 100.00	New pairs of gloves and hand tools
Marketing and Promotion	$ 100.00	Printing of flyer's and marketing ma
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):	$ 1,200.00	Free gardening workshop for volun
Total:	$ 2,500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

If a smaller portion of the funds are received, we would purchase less garden beds and reduce the number of plants for this year. We would utilize local resources and turn to do a seed exchange with the Sharing Farm to try and broaden our variety of plants available while maintaining a low cost for the program.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 2,500.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 1,222,016.05	$ 1,340,196.78
Total Expenses	$ 1,214,377.22	$ 1,214,377.22
Annual Surplus or (Deficit)	$ 7,638.83	$ 217.50
Accumulated Surplus or (Deficit)	$ 239,612.00	$ 239,829.50

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The Society had a healthier year than expected last year. With the excess funds, new initiatives to offer no-cost programs and meals to low-income and vulnerable seniors, not currently participating at the centre, have already started at the beginning of this fiscal year.

We also had a one-time grant from the Federal Government for 98.000. We have not received any more grants close to this size since.

Current Year

The expected surplus for this year is expected to be 40 percent lower due to the society's new initiatives to better serve the seniors community and provide no cost meals, activities and transportation to vulnerable seniors.

We have not received the current financial statements from the auditor.

Explanation for Accumulated Surplus or (Deficit)

Please note that the Accumulated surplus is from financial statements for the last fiscal year that ended August 31, 2024 as this years statements have not been prepared yet.

The Society's objective is to have sufficient liquidity to meet its liabilities when due. Liquidity risk exposure if dependent on the receipt of funds from membership fees, services provided, cafeteria and bistro sales, funds from certain government agencies and other miscellaneous receipts. The society monitors its cash balance and cash flows generated from operations to meet its requirement and consistently analyses its actual results compared to budgets.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S-0021134

Charitable Number (Optional): _____ **Date of Incorporation:** 3/21/86

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

We will measure the effects of the program based on registration numbers and by gathering testimonials from participants in order to understand how the program addresses social isolation and provides enjoying for 55+ participants. We will track returning participants, track successful outreach initiatives to seniors in the community who may not have access to gardens and will grow the program to include more garden beds and more program opportunities.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Signing Officer 2

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Jim **Last Name:** Kojima

Society Role: President

Signature: Y. J. Kojima **Date:** 10/14/2025

Signing Officer 2

First Name: Sam **Last Name:** Zeitoun

Society Role: Board Member

Signature: **Date:** 10/14/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Rabbitats Rescue Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sorelle **Last Name:** Saidman

Title/Society Role (Optional): President

Address: 9231 NO. 6 RD

City: Richmond **Province:** BC **Postal Code:** V6W1E5

Phone No.: 6046081300 **Email:** info@rabbitats.org

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 6,000.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Citizen Science Abandoned Rabbit Tracking **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Rabbitats would like to form a 'Citizen Science' network of stewards who can identify and map the colonies of feral domestic rabbits and keep a rough count of their numbers using our mapping system (http://map.abandonedrabbits.com), and set an example for other areas. While the rabbits aren't prolific travelers on their own, we have observed females nesting in vehicle chassis and young rabbits being transported in the undercarriages to new locations. This practice, along with random pet rabbit abandonment, makes their movements unpredictable and observation tools essential. Organized 'bunny spotting' will be a popular activity for families and animal lovers. Volunteers can watch for newly abandoned pets and feral rabbits in new areas allowing action to be taken before they breed as resources become available. They can also watch for any signs of illness or depopulation that may signal Rabbit Hemorrhagic Disease. The results should greatly assist with feral rabbit control and the protection of the environment. While we are choosing to apply under the environmental only category, given the rabbits propensity to eat through both community and private gardens, this project also falls under food security.

Where in Richmond will your project take place?

This will encompass all of Richmond.

Anticipated Start Date: 01/01/2026 **Anticipated End Date:** 12/31/26

Number to be Served: 20,000

How many participants will be Richmond residents? 20,000

How will these numbers be determined?

All residents in areas facing rabbit issues now or who may be in the future will be served.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

n/a

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Rabbitats will produce educational marketing materials outlining the differences between wild and domestic rabbits, and between recently abandoned pets and feral rabbits born in the environment. The materials will describe their usual nesting and feeding locations and other identifiable habits and operate as a guide for the citizen scientists to properly observe and log their observations on our abandonedrabbits.com website. Volunteers will also be assigned to watch for listings on iNaturalist. In addition to the emailed materials, educators will arrange 'Spot the Bunnies' events in the environment to further educate and engage the community.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 150.00	printing
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 350.00	Infrared binoculars, endoscope
Marketing and Promotion	$ 1,100.00	materials, outreach, social media
Honorarium (up to $350)	$ 350.00	Project Coordinator
Insurance		(falls under our general liability)
Other, provide details (optional):	$ 550.00	Field educators, website assistanc
Total:	$ 2,500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Various environmental grants	$ 5,000.00	☐ Yes ☑ No	augment the technology, increase engagement
Richmond Auto Mall	$ 1,000.00	☑ Yes ☐ No	vehicle support
		☐ Yes ☐ No	
Total:	$ 6,000.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

We will be less equipped, produce fewer materials, simplify and do less outreach.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	$ 6,000.00
Amount You Will Provide	$ 2,500.00
Total:	$ 11,000.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 393,070.09	$ 403,236.17
Total Expenses	$ 417,068.50	$ 417,068.50
Annual Surplus or (Deficit)	-$ 23,998.41	$ 37,775.77
Accumulated Surplus or (Deficit)	$ 251,737.92	$ 289,513.69

Explanation for Annual Surplus or (Deficit)

Last Complete Year

We are currently saving to build a large, expensive barn.

Current Year

Explanation for Accumulated Surplus or (Deficit)

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number: S0067441

Charitable Number (Optional): 715079695 RR000 **Date of Incorporation:** 5/17/17

Society Website (Optional): www.rabbitats.org

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

We are partnered with the Richmond Auto Mall for vehicle support and CSS printing for printing materials.

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

We have a very strong social media presence across all platforms, and we also work with many community groups through our rabbit therapy programs, our meet n' treat events and our community volunteer programs.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

We traditionally promote large advocacy campaigns and we also coordinate hundreds of volunteers at our shelter and sanctuary locations and will move this expertise to the field.

How will you measure the short-term and long-term effects of your project?

The results registered on our abandonedrabbits.com map will show increased and updated information in real time.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Sorelle **Last Name:** Saidman

Society Role: President

Signature: Sorelle Saidman **Date:** 10/15/2025

Signing Officer 2

First Name: Terence **Last Name:** Wong

Society Role: Treasurer

Signature: _____ **Date:** 10/15/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond Chamber of Commerce

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Shaena **Last Name:** Furlong

Title/Society Role (Optional): President & CEO

Address: #201 - 13888 Wireless Way

City: Richmond **Province:** BC **Postal Code:** V6V 0A3

Phone No.: 604-278-2822 **Email:** shaenaf@richmondchamber.ca

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Shoreline Cleanup 2026 **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

The Richmond Chamber of Commerce's Shoreline Cleanup brings local businesses and residents together to restore some of Richmond's most neglected stretches of shoreline. Each year, Chamber volunteers take on multiple cleanup sites. In 2024 and 2025, these included Nelson Road Beach (7991 Nelson Road) and River Road beneath the Knight Street Bridge (13115 River Road), areas often targeted for illegal dumping. Unlike well-maintained public parks such as Garry Point or Terra Nova, these industrial-adjacent sites accumulate significant riverborne debris that would otherwise remain trapped along the banks, continuing to affect sensitive riparian areas.

In 2025 alone, volunteers collected more than 7,800 pounds of waste, much of which was responsibly diverted through the help of event partners Platinum Pro-Claim Restoration and 505-Junk. The cleanup provides an opportunity for Chamber members and the broader community to roll up their sleeves and give back to Lulu Island in a hands-on, impactful way. Everyone is invited and the volunteer force has ranged between 50-80 in the past 4 years.

Among the more memorable finds from the September 2025 cleanup were a burnt-out stove, a commercial truck tire, marine foam, laminate vinyl flooring, and large quantities of wire insulation, evidence of the importance of continued stewardship of our working shorelines.

Following the cleanup, volunteers are invited to a BBQ and waste sorting party at Platinum Pro Claim Restoration. Beyond debris removal, the event promotes environmental literacy by encouraging participants to take continued ownership of Richmond's riparian areas year-round

Where in Richmond will your project take place?

Our 2026 locations are set for the same places as 2024 and 2025: Nelson Road Beach (7991 Nelson Road) and River Road beneath the Knight Street Bridge (13115 River Road)

Anticipated Start Date: 09/18/2026 **Anticipated End Date:** 9/20/26

Number to be Served: 70-100

How many participants will be Richmond residents? 80%

How will these numbers be determined?

To fulfill grant reporting, we will conduct a post-event survey of volunteers

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

N/A

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Based on past successes, this one-day event will collect thousands of pounds of waste from Richmond's shorelines, promoting a safer environment for wildlife, and protecting our waterways.

Every member of the community is invited to take part, whether they have interacted with the Chamber before or not. Families are also encouraged to come.

This project is entirely aligned with the "Fostering Environmental Stewardship" objective in Chapter 9.0 Island Natural Environment of the Official Community Plan, as it creates a low-barrier opportunity for any member of the community to volunteer and see the significant impact of their work. We aim to foster a sense of comradery and fun. We've heard from many volunteers that this was their first cleanup event and they are eager to buy their own tongs and bucket to do more.

When human activity encroaches into natural areas (whether that is microplastics leaching from marine foam, used-drug paraphernalia endangering people and animals, or old appliances rusting) it has a great affect on our ecosystem.

As previously stated, these cleanups give our volunteers a sense of ownership over Lulu Island. Parents bring children, businesses bring whole teams, and people bond over their shared interest in keeping Richmond beautiful.

Because of our excellent event partners in Platinum Pro-Claim Restoration and 505-Junk, we are able to quantify the amount of waste collected and divert everything possible from the landfill. Pre-sorting bins for plastics and metals are provided at the cleanup sites. Additional sorting happens at the appreciation BBQ.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 1,000.00	volunteer appreciation lunch
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 1,000.00	bags, buckets, tongs, safety equipr
Marketing and Promotion	$ 500.00	Posters, online advertising, email c
Honorarium (up to $350)		for volunteer leader to support with
Insurance		
Other, provide details (optional):		
Total:	$ 2,500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Private sponsors	5000	☐ Yes ☑ No	Event expenses not otherwise supported by the City, Chamber, or partners
Community Prosperity Fund	300	☐ Yes ☐ No	Put towards any Earth-Week activities in April 2026
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

We will allocate any funds received to event expenses to offset the costs of the Shoreline Cleanup to partners. These costs include dumping fees, safety equipment and PPE, fuel, equipment rentals, marketing costs, and the appreciation lunch. All funds are used exclusively for direct program expenses, ensuring maximum impact per dollar.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	$ 500.00
Total:	$ 3,000.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 788,249.85	$ 877,119.48
Total Expenses	$ 799,763.83	$ 799,763.83
Annual Surplus or (Deficit)	-$ 11,513.98	-$ 17,537.08
Accumulated Surplus or (Deficit)	$ 362,618.00	698363.72

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Small deficit due to inflationary pressures affecting business community and event revenues.

Current Year

Investment in growth to future-proof organization and drive revenue.

Explanation for Accumulated Surplus or (Deficit)

Cost management and restraint over years.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: XS0069760

Charitable Number (Optional): _____ **Date of Incorporation:** 8/1/25

Society Website (Optional): https://www.richmondchamber.ca/

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Platinum Pro-Claim Restoration, 505-Junk

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

The Chamber's primary role in the partnership is to act as convener. Platinum Pro-Claim and 505-Junk recruit volunteers from among their own staff and clients. The Richmond Chamber of Commerce represents approximately 700 member businesses, representing nearly 11,000 employees. We use our existing distribution lists to reach them, and promote the event through social media to the rest of the community.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

2026 will be the 5th year the Richmond Chamber of Commerce has partnered with PPCR and 505-Junk to host this Cleanup. For the folks at Platinum Pro Claim, this will be their 10th year engaging in a significant cleanup. Annually, the Richmond Chamber hosts over 60 events.

Capacity among the partners:
The Richmond Chamber will: promote the event to the community. Communicate with registered volunteers. Coordinate the pick-up locations. Manage event check-ins, waiver forms and first-aid. Bring PPE.
Platinum Pro Claim will: provide trucks to at least one of the sites. Provide waste-sorting facilities. Coordinate access to the sites. Host the appreciation BBQ. Coordinate waste diversion and dumping with 505-Junk. Rent equipment. Bring PPE.
505-Junk will: provide trucks to at least one of the sites. Provide waste-sorting expertise. Coordinate waste-diversion and dumping with Platinum Pro-Claim. Bring PPE.

How will you measure the short-term and long-term effects of your project?

The success of this event will be measured by the number of volunteers who engage, the mass of waste collected, and the percentage of waste diverted.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Cila **Last Name:** Kwong

Society Role: Vice-Chair

Signature: _____ **Date:** _____

Signing Officer 2

First Name: Jason **Last Name:** Tse

Society Role: Immediate-Past Chair

Signature: _____ **Date:** _____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond Garden Club

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Lynda **Last Name:** Pasacreta

Title/Society Role (Optional): Past President

Address: 8631 Myron Court

City: Richmond **Province:** BC **Postal Code:** V6Y 3K2

Phone No.: 604-834-0185 **Email:** lyndap@shaw.ca

Co-Applicant

First Name: Jill **Last Name:** Wright

Title/Society Role (Optional): Paulik Park Coordinator

Address: 8660 Allison Street

City: Richmond **Province:** BC **Postal Code:** V6Y 3J4

Phone No.: 604-649-7428 **Email:** Jill.wright@shaw.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other: _____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Trees, Shrubs, and Plants Discovery Project Phase 1 **Amount Requested:** $2500

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Richmond Garden Club adopted stewardship of Paulik Park perennial gardens in 2008. We maintain over 40 gardens developed by Mrs. Paulik. She planted many rhododendrons and azaleas some which are thriving today. Mr. Paulik, a forest engineer, planted a wide variety of coniferous and deciduous trees.
With help from experts in horticulture and taxonomy classifications fields we will identify and tag keystone trees, shrubs, and plants within our budget, starting with the most unique. The most unique ones will have a permanent tag identifying the exact species, the latin name, and the common name.
Visitors to the park will have access to information about the different species through QR codes linked to a specific page on our website.

Where in Richmond will your project take place?

Paulik Park

Anticipated Start Date: January 1, 2026 **Anticipated End Date:** December 31, 2025 26

Number to be Served: Approximately 100 visitors per day to the park and QR codes linked to our website will drive additional traffic to the special projects

How many participants will be Richmond residents? 80%

How will these numbers be determined?

We measure our success through word of mouth from our visitors. We will also track metrics on our website for number of visits to the specific page on the website to view the specific trees, shrubs, plants identified on the QR code.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Richmond Garden Club receives free meeting space in exchange for the work we do to take care of the Richmond Cultural Centre rooftop garden.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [ ] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other: Supports the Partners in Beautification project and intercultural relations in the City of Richmond

Explain how your grant will meet the selected objectives.

Along with our volunteers, we quite often have different groups of varying abilities help out the maintenance of the gardens. Visitors also quite often love to help out while they are visiting the park. We provide extra tools, gloves, and plenty of instructions to ensure safety and fun. All the work we do in the park is to focus on soil health, plant biodiversity, wildlife habitat which we share with the community when they visit the park. We work with elementary schools (through tours) to teach children the value of a garden in their neighbourhood. A very important part of our work involves reaching out to new immigrants, to non English speaking people in our community and bring them together to strengthen our multi-cultural community. Almost half of our volunteers are English second language folks. We connect through these special projects created from past environmental enhancement grants and through the joy of gardening.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$1500	Permanent tags/markers to identify keystone trees/shrubs/plants
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):	$1000	Consulting fees for 3-4 horticultural experts
Total:	0	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

We would have to limit number of consultants to help us with the correct name/species of our keystone trees, shrubs, plants chosen for phase 1.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$2500
Amount Requested from Other Funders	
Amount You Will Provide	$100
Total:	$2600

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	18353	20715
Total Expenses	18258	17647
Annual Surplus or (Deficit)	$94	$3068
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Successful plant sale

Current Year

Steveston Harbour Authority donated $4000 to plant an additional 10 planters on the boardwalk for a total of 22 planters now maintained by Richmond Garden Club.
We received a number of donations from visitors to Paulik Park.

Explanation for Accumulated Surplus or (Deficit)

Same as above

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S0015589

Charitable Number (Optional): _____ **Date of Incorporation:** October 15, 2002

Society Website (Optional): www.richmondgardenclub.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Lynda **Last Name:** Pasacreta

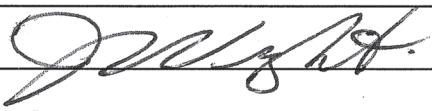
Society Role: Past President

Signature: _____ **Date:** October 1, 2025

Signing Officer 2

First Name: Jill **Last Name:** Wright

Society Role: Past President

Signature:  **Date:** October 1, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Lynda **Last Name:** Pasacreta

Society Role: Past President

Signature: [signature] **Date:** October 1, 2025

Signing Officer 2

First Name: Jill **Last Name:** Wright

Society Role: Past President

Signature: _____ **Date:** October 1, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Richmond Garden Club Income Statement For Period Covering 2024-11-01 to 2025-10-31

Revenues

Advertising Revenue	$560.00
Bank Interest	$160.00
Calendar Revenue	$1,160.00
Christmas Party Revenue	$0.00
Door Prize Donations	$423.25
Environmental Enhancement Grant Income	$2,142.00
Event Revenue	$0.00
Garden Tour Revenue	$0.00
Membership Dues	$2,340.05
Misc fundraising revenue	$0.00
Misc. Donation Revenue	$0.00
Other Income (Business)	$0.00
Paulik Park Revenue	$2,330.00
Plant Sale Revenue	$4,746.38
Port Authority Revenue	$0.00
Port Authority Revenue 2024	$0.00
SHA2025-10 Revenue	$4,004.00
SHA2025-12 Revenue	$2,500.00
Grant Revenue	$350.00
Total Revenue	**$20,715.68**

Expenses

Advertising	$0.00
Bank Fees	$22.45
Calendar Expenses	$1,189.42
Christmas Party Expenses	$0.00
Door Prize Expenses	$194.00
Dues and Insurance	$410.00
Environmental Grant Expenses	$2,980.57
Event Expenses	$120.00
Garden Tour Expenses	$0.00

Gifts & Donations Expenses	$2,162.37
Grant Expense	$72.15
Meeting Expenses	$280.69
Misc fundraising expenses	$0.00
Misc.	$336.29
Paulik Park Expenses	$729.12
Plant Sale Expenses	$2,338.48
Port Authority Expense	$0.00
Port Authority Expense 2024	$66.90
POstage and Printing	$761.61
Prizes and Trophies	$145.00
Roof Top Garden Expenses	$0.00
SHA2025-10 Expense	$2,077.39
SHA2025-12 Expense	$2,074.34
Speakers , Judges and Programs	$1,686.33
Unspecified	$0.00
Website	$0.00
Total Expenses	**$17,647.11**
Net income for Period	$3,068.57

Richmond Garden Club Balance Sheet 2025-10-31

Assets		
Assets		$0.00
Current Assets	$0.00	
HSBC Chequing		$15,442.61
HSBC Term Deposits		$5,000.00
Imbalance-CAD		$0.00
Misc Receivables		$0.00
Orphan-CAD		$0.00
Pre-paid Christmas Tickets		$0.00
Total Assets		**$20,442.61**
Liabilities		
Advance from Port Authourity		$0.00
Total Liabilities		**$0.00**
Equity		
Equity		$0.00
Opening Balances	$4,198.36	
Retained Earnings	$13,175.68	
Retained Earnings		**$3,068.57**
Total Equity		**$20,442.61**
Total Liabilities & Equity		**$20,442.61**

Richmond Garden Club Income Statement For Period Covering 2023-11-01 to 2024-10-31

Revenues

Advertising Revenue	$280.00
Bank Interest	$137.40
Calendar Revenue	$1,320.00
Christmas Party Revenue	$0.00
Door Prize Donations	$792.50
Environmental Enhancement Grant Income	$2,500.00
Event Revenue	$0.00
Garden Tour Revenue	$0.00
Membership Dues	$2,075.00
Misc fundraising revenue	$0.00
Misc. Donation Revenue	$325.00
Other Income (Business)	$0.00
Paulik Park Revenue	$1,300.00
Plant Sale Revenue	$8,123.15
Port Authority Revenue	$0.00
Port Authority Revenue 2024	$1,500.00
SHA2025-10 Revenue	$0.00
SHA2025-12 Revenue	$0.00
Grant Revenue	$0.00
Total Revenue	**$18,353.05**

Expenses

Advertising	$0.00
Bank Fees	-$90.00
Calendar Expenses	$1,353.36
Christmas Party Expenses	$0.00
Door Prize Expenses	$316.60
Dues and Insurance	$440.00
Environmental Grant Expenses	$3,292.58
Event Expenses	$0.00
Garden Tour Expenses	$153.06

Gifts & Donations Expenses	$1,794.56
Grant Expense	$0.00
Meeting Expenses	$59.03
Misc fundraising expenses	$0.00
Misc.	$80.00
Paulik Park Expenses	$1,745.44
Plant Sale Expenses	$4,649.05
Port Authority Expense	$200.73
Port Authority Expense 2024	$1,319.79
POstage and Printing	$502.11
Prizes and Trophies	$73.59
Roof Top Garden Expenses	$63.66
SHA2025-10 Expense	$0.00
SHA2025-12 Expense	$0.00
Speakers , Judges and Programs	$1,900.00
Unspecified	$0.00
Website	$405.16
Total Expenses	**$18,258.72**
Net income for Period	$94.33

Richmond Garden Club Balance Sheet 2024-10-31

Assets		
Assets		$0.00
Current Assets	$0.00	
HSBC Chequing		$12,374.04
HSBC Term Deposits		$5,000.00
Imbalance-CAD		$0.00
Misc Receivables		$0.00
Orphan-CAD		$0.00
Pre-paid Christmas Tickets		$0.00
Total Assets		**$17,374.04**
Liabilities		
Advance from Port Authourity		$0.00
Total Liabilities		**$0.00**
Equity		
Equity		$0.00
Opening Balances	$4,198.36	
Retained Earnings	$13,175.68	
Total Equity		**$17,374.04**
Total Liabilities & Equity		**$17,374.04**

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond Nature Park Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Brenda **Last Name:** Bartley-Smith

Title/Society Role (Optional): President

Address: 11851 Westminster Highway

City: Richmond **Province:** BC **Postal Code:** V6X 1B4

Phone No.: 604-238-6188 **Email:** nature@richmond.ca

Co-Applicant

First Name: Reinaldo **Last Name:** Cheng

Title/Society Role (Optional): Director

Address: 11851 Westminster Highway

City: Richmond **Province:** BC **Postal Code:** V6X 1B4

Phone No.: 604-238-6188 **Email:** nature@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Enhancing Bat Habitat in Richmond Nature Park **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

This project proposes to build and install eight bat boxes and accompanying educational signage across the East and West sides of Richmond Nature Park (RNP) to support local bat populations and engage the community in conservation. The initiative will focus on the Little Brown Myotis, which has been recently detected in RNP as part of a hydrogeological study undertaken by the City. The study explained that these bats forage over water, along edges, and in open areas, and typically roost in tree cavities or in bat boxes. Wetland areas with open water, such as the Pond and Canal, were identified as high-quality foraging habitat, while areas dominated by fruiting shrubs support abundant flying insects, their primary prey.

Due to the small size of most trees in the park, suitable natural roosting habitat is limited. Large trees, particularly black cottonwood, provide the greatest future potential, whereas smaller trees and European birch-dominated areas are less suitable. Installing bat boxes in these areas will provide immediate roosting opportunities, bridging the gap until natural roosts become available.

The project will engage the community through a bat box-building workshop led by a specialist from BC Bats around Earth Day, fostering stewardship and environmental education. Signage will be installed at each post to direct members of the public to the City's website for additional information.

Grant funds will support materials for bat boxes, workshop supplies, educational signage, and posts for installation. By enhancing habitat, increasing foraging opportunities, and promoting public awareness, this project will contribute to the long-term conservation of the Little Brown Myotis in Richmond while strengthening community connection to local biodiversity.

Where in Richmond will your project take place?

Richmond Nature Park West - 11851 Westminster Highway AND
Richmond Nature Park East - 5991 Jacombs Road

Anticipated Start Date: 04/22/2026 **Anticipated End Date:** 6/30/26

Number to be Served: Bat boxes will have the capacity for 160 bats, 20 volunteers

How many participants will be Richmond residents? All bats (kidding aside), 20 volunteers

How will these numbers be determined?

Staff (Parks Programs & Sustainability), alongside local biologists and bat specialists will do an annual bat count and maintain the bat boxes to determine their use and effectiveness. Volunteers will support in building the boxes and the numbers will be tracked through icanhelp.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Operating and License Agreement with the City of Richmond to run programs out of Richmond Nature Park (West & East).

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

This project will enhance habitat for the Little Brown Myotis in Richmond Nature Park by installing eight bat boxes in high-priority areas, immediately increasing roosting opportunities and supporting ecosystem balance through natural insect control. A community workshop led by a BC Bats specialist will engage residents in building and installing the boxes, fostering a stewardship ethic and hands-on learning. Educational signage will raise public awareness of bat ecology and conservation. The project aligns with the City's Island Natural Environment goals, supports the Ecological Network Management Strategy, and strengthens habitat connectivity. It also supports the City's status of being a bat friendly community. By combining habitat enhancement, education, and volunteer participation, this initiative delivers measurable environmental benefits and promotes active community involvement in sustainability.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 1,600.00	8 bat box kits, 4 16' 4x4 cedar post
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 150.00	workshop supplies (paint, sandpap
Marketing and Promotion	$ 400.00	Permanent educational bat signs o
Honorarium (up to $350)	$ 575.00	BC Bat Specialist (RNPS can cove
Insurance		
Other, provide details (optional):		City will cover the cost of installing
Total:	$ 2,725.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Urban Bounty	5000	☐ Yes ☐ No	
Community Prosperity Fund	300	☐ Yes ☐ No	Put towards any Earth-Week activities in April 2026
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

We can reduce the number of bat boxes we're targeting to install. We are able to install 2 bat boxes per post.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	
Amount You Will Provide	$ 225.00
Total:	$ 2,725.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 138,733.00	$ 123,783.27
Total Expenses	$ 139,411.00	$ 139,411.00
Annual Surplus or (Deficit)	-$ 678.00	-$ 8,029.63
Accumulated Surplus or (Deficit)	$ 260,183.00	$ 261,671.49

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The Richmond Nature Park Society recorded a small deficit of $678 last year due to timing differences between program expenses and revenue. This minor shortfall represents less than 1% of the annual budget and does not affect the Society's overall financial stability or its ability to deliver programs.

Current Year

Current Year Total Expenses to Sept. 30, 2025 are actually $131,812.90. The chart above would not let me input the correct number, kept defaulting to the Last year's number.

This year, the society is currently in a deficit as of Sept. 30, 2025 as we are waiting on partial summer grant funding to still come in to offset our summer leader costs.

Explanation for Accumulated Surplus or (Deficit)

The Richmond Nature Park Society's surplus reflects responsible financial stewardship and provides stability for core operations, future capital needs, and unforeseen environmental or facility emergencies. Much of these funds are earmarked for long-term commitments, ensuring the Society can sustain its programs into the future. However, these reserves are not sufficient to cover new, specialized initiatives such as the proposed bat habitat enhancement project. Grant funding will allow us to expand beyond existing commitments and deliver innovative, high-impact environmental improvements that directly support the City's ecological and community goals.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S115811

Charitable Number (Optional): 898746938RR **Date of Incorporation:** 5/9/75

Society Website (Optional):

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

City of Richmond Parks Department & Sustainability Department.

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Richmond Nature Park Society Facebook & Instagram and City of Richmond Parks Instagram. Richmond Nature Park on site signage. City of Richmond's Nature Park website.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

We have a dedicated team of directors, staff, and volunteers. We have hosted many volunteer and community workshops and events in the past and have the supplies already required to build the boxes (hammers, gloves, paint brushes etc) to help reduce the costs.

How will you measure the short-term and long-term effects of your project?

In the short term, success will be measured by the completion of eight new bat boxes, the number of community members engaged through the Earth Day workshop, and the installation of educational signage in the park. Participant feedback and workshop attendance will provide clear indicators of immediate community impact, while baseline site photos and vegetation records will document initial habitat conditions. In the long term, we will monitor bat box occupancy annually, track bat activity in collaboration with BC Bats, and assess whether habitat conditions—such as accessibility and reduced vegetation encroachment—improve roosting opportunities. Together, these measures will capture both the immediate benefits of new roosting habitat and education, and the long-term ecological and community impact of fostering stewardship and enhancing bat populations in Richmond Nature Park.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Brenda **Last Name:** Bartley-Smith

Society Role: President

Signature: B. Bartley-Smith **Date:** Oct 14, 2025

Signing Officer 2

First Name: Reinaldo **Last Name:** Cheng

Society Role: Director

Signature: **Date:** Oct. 10, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Spul'u'kwuks Elementary

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Katherine **Last Name:** Myers

Title/Society Role (Optional):

Address: 10641 Hollymount Drive

City: Richmond **Province:** BC **Postal Code:** V7E4Z3

Phone No.: 6042305556 **Email:** kmyers@sd38.bc.ca

Co-Applicant

First Name: Linda **Last Name:** Mei

Title/Society Role (Optional):

Address: 3711 Granville Ave

City: Richmond **Province:** BC **Postal Code:** V7C 1C8

Phone No.: 7788340827 **Email:** lmei@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results within the timeframe of the project.
- [x] Opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	1500

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Pocket Forest Indigenous Plant Education **Amount Requested:** $ 2,500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

We aim to continue to enhance, restore, and conserve Richmond's indigenous plants and unique ecosystem through wildlife education and citizen scientific engagement at the Spul'u'kwuks Elementary Pocket Forest site (installed May 15, 2025) - a joint project between the school community, School District 38, Garden City Conservation Society, and City of Richmond.

To achieve this, we will:

1. Plant edible groundcover and native shrubs found in the pocket forest in our school garden beds to teach our community about the role of pollinators, seasonal harvest, ecological / cultural roles of berries, and nutritional / cultural components of herbal teas with a heavy focus on honouring indigenous ways of knowing and learning.

2. Install a message board and create signage to inform, engage, and provoke members of our community to consider and appreciate the ecological benefits and biodiversity of our pocket forest
    o Contain information about the pocket forest: plant names, ecology, and Indigenous knowledge (shared with permission); stories and rotating provocations (student-created)
        - As educators, we know to inspire advocacy and stewardship practices, we must connect personally to and learn deeply about a space; signage and interactive opportunities at our site is a way to invite community members beyond our classrooms to consider, care, and appreciate the space.

3. Hosting an Indigenous Peoples Celebration event in June with a series of workshops connected to land and place featuring at least one presenter from Musqueam
    o Proposed workshops include: invasive English ivy removal; the science and benefits of pocket forests; connecting with cedar; numeracy and literacy in nature

Our goal is to support the continued stewardship of the forest with support from community members.Through school newsletters and PAC communications, we will recruit community involvement to replace key plant species as needed, participate in summer watering, weed invasive species/weeds, and participate in learning events.

Where in Richmond will your project take place?

Spul'u'kwuks Elementary Pocket Forest site (Terra Nova neighbourhood)

Anticipated Start Date: 09/30/2025 **Anticipated End Date:** 5/1/26

Number to be Served: ~1500 (425 students, their families, and neighourhood community members)

How many participants will be Richmond residents? All

How will these numbers be determined?

By our school population and neighbouorhood community membership.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

None.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [ ] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [ ] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

The Spul'u'kwuks neighbourhood is home to many new and diverse immigrant communities who would benefit from increased knowledge of the fragile and ecologically significant Fraser estuary ecosystem. Our emphasis on community education through an edibles Indigenous plants garden, signage and public engagement possibilities (co-created with our students) at the Pocket Forest, and an Indigenous Peoples Day celebration of land through workshops, directly supports the development of a stewardship ethic in the community and contributes to healthy, diverse and functioning ecosystems.

In creating an accessible teaching garden with some of the dominant plants of a floodplain forest, such as thimbleberry and salmonberry, we can teach the community about identification and ecology with the intended purpose of conservation. An additional benefit to actively educating about native plant species is to inspire alternative plant choices in personal home gardens, and to move away from the species identified by the BC Invasives program.

Since its installation in May 2025, the Pocket Forest has been stewarded by staff, students, and volunteers from the Garden City Conservation Society and school neighbourhood community. Maintenance tasks have involved weeding and summer watering, and as we head into next spring, an inventory of what plants need to be replaced to help achieve maximum ecological and biodiversity potential of a forest that emulates a thriving climax community in British Columbia.

We often observe members of our community enjoying the space, being curious, and asking questions. One of the Kindergarten classes created a Pocket Forest plant guide with watercolour drawings and notes about their observations and learnings. As our students continue to create more resources to share information and invite interaction, connection and engagement, we know that children will also simultaneously educate their families at home. The message board, coupled with accessible signage that highlight the science and composition of Pocket Forests, positive impacts on climate, habitat restoration, air, soil retention, and mental health, will further promote stewardship of our shared space.

Our land workshops invite opportunities to be involved in invasive species or pocket forest management for environmental enhancement, and in learning about the relationship (and thus, responsibility) we have with the land and environment around us. Dr. Robin Wall Kimmerer speaks of reciprocity, and as educators, that is our hope with this project.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 3,200.00	Message Board, Educational Enga
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 500.00	Message Board installation
Marketing and Promotion		
Honorarium (up to $350)	$ 350.00	For Indigenous Peoples' Celebratic
Insurance		
Other, provide details (optional):		
Total:	$ 4,050.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Spul'u'kwuks Elementary PAC	$ 1,500.00	☐ Yes ☑ No	To create an outdoor learning seating space and support educational signage.
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 1,500.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

The main educational sign and message board at the pocket forest - we believe that this will serve to engage the public with explorations they can do when they visit the site, inform of broader environmental connections, and invite curiosity and new learning. As we are always actively connecting with the neighbourhood community through our school newsletters and PAC communications, we believe that the more aware people are, the more they will volunteer and get involved with land stewardship and care.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,500.00
Amount Requested from Other Funders	$ 1,500.00
Amount You Will Provide	
Total:	$ 4,000.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Current Year

Explanation for Accumulated Surplus or (Deficit)

☐ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number: _____

Charitable Number (Optional): _____ **Date of Incorporation:** _____

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Garden City Conservation Society
Spul'u'kwuks Elementary PAC

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Through newsletters, community bulletins, and Spul'u'kwuks PAC website

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

We are educators experienced in participating and hosting in educational events (Anderson Elementary Community Earth Day celebration, Spul'u'kwuks Spring Fair, etc.)

How will you measure the short-term and long-term effects of your project?

The long-term effects of the project can be measured through biodiversity audits (citizen scientists) over time - students from the school frequently access the pocket forest as another learning space; numeracy can be meaningfully taught using hands-on learning at the forest and by interacting with the plants. Students' year-by-year documentation of the plants and species in the forest can provide important data to inspire not only other schools to install their own pocket forest, but other organizations within our community.

The short-term effects will likely be evident based on the number of active volunteers interested in stewarding the pocket forest when the time comes to water, replace plants, weed, run land-based workshops, and be involved with English ivy removal.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Elaine **Last Name:** Stapleton

Society Role: School Principal

Signature: E Stapleton **Date:** 10/10/2025

Signing Officer 2

First Name: Colin **Last Name:** Chan

Society Role: School Vice-Principal

Signature: Colin Chan **Date:** 10/10/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Terra Nova Nature School, Thompson Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Emily **Last Name:** Vera

Title/Society Role (Optional): Director of Child Care, Terra Nova Nature School

Address: 5151 Granville Ave

City: Richmond **Province:** BC **Postal Code:** V7C 1E6

Phone No.: 604-238-8437 **Email:** natureschool@richmond.ca

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Forest Keepers **Amount Requested:** $ 1,800.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

TNNS has committed to the care of the Miyawaki Forest located in Terra Nova Rural Park. The care of this forest will primarily be undertaken by the school aged Trailblazer program on Wednesdays and Fridays. The care of the forest will benefit the forest itself and surrounding area. TNNS has already been working with the Garden City Conservation Society to gain knowledge about the care required. The forest will now be an outdoor classroom and as such we want the students to engage with the plants, shrubs and trees in a meaningful way, beyond simply weeding. This grant will support activities that develop observation skills, sketching and documenting skills , and extensions such as pressing leaves for art/ science programming. TNNS is proud to support the enhancement of this forest as it benefits the ecological well-being of the park and also provides value to the park visitors.

Alongside the Miyawaki project, TNNS will continue to grow and care for the Food Forest, a program supported by this same grant for the past 2 years. The year's grant will support the addition of spring soil amender and several new perennials to add to the understory layer.

TNNS will also continue to work to remove invasive species, particularly Himalayan Blackberry, in the park.

Where in Richmond will your project take place?

Terra Nova Rural Park- the Miywakai Forest and the Food Forest adjacent to the garden beds near the Edwardian Cottage.

Anticipated Start Date: 11/01/2025 **Anticipated End Date:** 6/30/20

Number to be Served: 125

How many participants will be Richmond residents? Almost all of the participants live in Richmond

How will these numbers be determined?

Approximately 80 children are registered in the Trailblazer program throughout the school year; other children, families and educators will also be working in the Food Forest and blackberry removal. We also have a group of 10 high school students coming in November, 2025 to remove blackberry, as well as a corporate group coming in spring 2026.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Terra Nova Nature School is jointly operated by Thompson Community Association and the City of Richmond. TNNS is located in a city-owned and maintained heritage building within Terra Nova Rural Park; TCA operates a licensed preschool and numerous seasonal programs in and around the Edwardian Cottage. TCA covers the cost of all related equipment and staffing expenses. Children, staff and families all volunteer to maintain the vegetable and garden beds, the Food Forest and surrounding area. The City of Richmond does an incredible job of maintaining the area, including trees and foliage, as well as the Cottage itself.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

The Miyawaki Forest Keeper Project, as well as the Food Forest initiative, will include community members that will gain knowledge and understanding around land stewardship, plant recognition and care, and the concept of community engagement. The projects also will create awareness around the concepts of reciprocity and circular economies as it embodies the First People's Principles of Knowing.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 350.00	
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 1,450.00	
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 1,800.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

We will purchase materials and equipment that the educators feel are a priority, as well as the soil amender.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 1,800.00
Amount Requested from Other Funders	$ 0.00
Amount You Will Provide	
Total:	$ 1,800.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

see attached files

Current Year

2025 statements are being prepared after year end of August, 2025 and will not be available in time for grant deadline.

Explanation for Accumulated Surplus or (Deficit)

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S0010603

Charitable Number (Optional): _____ **Date of Incorporation:** 12/10/19

Society Website (Optional): terranovanatureschool.com

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Signing Officer 2

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond Grant Application

Declaration and Signatures

DECLARATION

We certify that to the best of our knowledge the information provided in this grant application is accurate and complete and is endorsed by the society and the partners involved in this proposal. We also certify that in addition to meeting all the eligibility criteria as stated in the Program Guidelines, we meet the following:

- We are a Society in good standing with the Province of British Columbia
- We extend programs, activities and services to the general public in the City of Richmond in a non-discriminatory way
- Voting members of the Board of Directors of a Society receiving funds through the City of Richmond do not concurrently hold any paid staff positions with the Society nor are remunerated for services to the Society (but may be reimbursed for expenses)

If our organization receives a grant from the City of Richmond, we agree to the conditions set out above and as per any other conditions approved by City Council.

1) VOTING BOARD MEMBER 1

Name (printed/typed): Jennifer Dahl

Title: Vice President, Thompson Community Association

Signature: Jennifer Dahl

Date: October 14, 2025

2) VOTING BOARD MEMBER 2

Name (printed/typed): Stephen Morris

Title: President, Thompson Community Association

Signature: Stephen Morris

Date: October 14, 2025

6211230

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Thompson Elementary

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Alli **Last Name:** Ridley

Title/Society Role (Optional): Indigenous Pedagogy and Curriculum Teacher Consultant

Address: 6211 Forsyth Cres.

City: Richmond **Province:** BC **Postal Code:** V7C2C4

Phone No.: 6046686420 **Email:** aridley@sd38.bc.ca

Co-Applicant

First Name: Kevin **Last Name:** Vines

Title/Society Role (Optional): Principal

Address: 6211 Forsyth Cres.

City: Richmond **Province:** BC **Postal Code:** V7C2C4

Phone No.: 6046686420 **Email:** kvines@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☑ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other: _____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
	?	☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Thompson Greenspace Revitalizat **Amount Requested:** 5000

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Thompson is a unique school with 4 areas being targeted for greening. These are three courtyards and a garden space. The three courtyards have been under utilized for years and the vision is to refurbish these areas as green, outdoor learning spaces full of Indigenous plants and trees that will attract pollinators. One will be a storage area for garden supplies, one will be a planting area and one will be a reading/learning area. Additionally the garden area requires some sprucing up. The district is demolishing our current garden beds and we need to come up with funds to pay for new galvanized steel raised beds. We are hoping to buy local Indigenous plants to create an Indigenous healing garden. These plants have have healing properties, known to the Indigenous peoples' here since time out of memory. This garden will also attract pollinators and will be a source of learning for the students of Thompson, families of Thompson students, the greater community who use the area, the Strong Start attached to Thompson and the Montessori program also running out of Thompson.

Where in Richmond will your project take place?

Thompson Elementary School

Anticipated Start Date: asap **Anticipated End Date:** ongoing

Number to be Served: 500

How many participants will be Richmond residents? all

How will these numbers be determined?

School population, families associated with, greater community.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other: _____

Explain how your grant will meet the selected objectives.

Re-building and planting our food gardens will support food security by teaching our students about the growing process.
Planting Indigenous plants will provide learning opportunities for the community around local food sources and ways to utilize plants as medicine.
Providing opportunities for the community to to understand historical food/medicine collection, connects people to their place and the land.
Extending our learning to the larger community through encouraging their participation and joint learning will take place through QR codes connected to plant research and knowledge, as well as reaching out through school newsletter.
Further greening of the space connects to the City's environmental goals, the City's Ecological Network Management Strategy and Public Tree Management Strategy.
When people learn about their place and spend time in that place, they are encouraged

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	5000	Galvanized steel beds, plants & tre
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	5000	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
PAC	?	☐ Yes ☑ No	to offset the total cost of the proj
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

It will be used to offset cost of full implimentation. The funds will be used for partial completion.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	5000
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	5000

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Current Year

Explanation for Accumulated Surplus or (Deficit)

☐ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ Attach Operating Budget for current year.

Society Number: _____

Charitable Number (Optional): _____ **Date of Incorporation:** _____

Society Website (Optional): https://thompson.sd38.bc.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☑ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Kevin **Last Name:** Vines

Society Role: Principal

Signature: _____ **Date:** 9/16/25

Signing Officer 2

First Name: Karen **Last Name:** Fung

Society Role: Administrative Assistant

Signature: _____ **Date:** Oct. 7/25

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Tomekichi Homma Elementary School

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Sarah **Last Name:** Regan

Title/Society Role (Optional): Outdoor Classroom and School Garden Teacher

Address: 5100 Brunswick Drive

City: Richmond **Province:** BC **Postal Code:** V7E6K9

Phone No.: 604-668-7844 **Email:** sregan@sd38.bc.ca

Co-Applicant

First Name: Mark **Last Name:** David

Title/Society Role (Optional): Principal

Address: 5100 Brunswick Drive

City: Richmond **Province:** BC **Postal Code:** V7E6K9

Phone No.: 604-668-7844 **Email:** mdavid@sd38.bc.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Growing our Garden Classroom **Amount Requested:** $2500.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

The school garden and outdoor classroom at Tomekichi Homma Elementary School offers an extraordinary opportunity for all learners in our school community to connect with Richmond's unique island and natural environment on a daily basis. From Kindergarten to the end of grade 4, students in the garden classroom learn about the history of Richmond from being outside and learning on the land. Our garden classroom is home to rich learning across the BC curriculum, and also includes intentional opportunities for understanding where our food comes from, how it grows, and our responsibilities as stewards of the environment. Students practice being active stewards of our local environment, and demonstrate the importance of reciprocity in actionable ways by caring for the space throughout the years. Connections are also made throughout the year to the First Peoples Principles of Learning, recognizing the role of Indigenous knowledge and the importance of connection to place.

For this project, we plan to continue to enhance and grow our existing school garden.

Where in Richmond will your project take place?

Tomekichi Homma Elementary School Grounds

Anticipated Start Date: December 2025 **Anticipated End Date:** June 2026

Number to be Served: Approx 540 students and local community members

How many participants will be Richmond residents? All

How will these numbers be determined?

Population of the school

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

- garbage and compost collection
- water shut-off and on (hose and ground sprinklers) *Shout out to Tyson - who cares for our watering system

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Activities will lead to:
- positive environmental results: students learn about connection to the land through time spent in nature and being observant, students learn about Indigenous stewardship of lands and teaches new generations how to be in good relationship with the land
- improved food access: we have 18 large food producing garden beds that grow food year round for the students to enjoy!
- urban agriculture: no better way to learn about agriculture when you are in elementary school, than actually having a school garden that you care for year over year, planting seeds, caring for plants, harvesting and eating with your classmates.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	1650.00	soil, plants, seeds, trees, fertlizer,
Program Supplies (e.g., equipment rentals, tools, safety equipment)	500.00	update hand tools for students, a few teacher use garden tools
Marketing and Promotion		
Honorarium (up to $350)	350.00	TTOC time to organize projects
Insurance		
Other, provide details (optional):		
Total:	2500.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Richmond School District Grants	$1000.00	☐ Yes ☑ No	Eco-Wise initiatives
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$1000.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

It will be used to help pay for the ongoing projects and maintenance of the outdoor classroom and garden at our school. Project priorities will be soil, pollinator garden plants, and student garden tools

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	2500.00
Amount Requested from Other Funders	1000.00
Amount You Will Provide	PAC funds will be requested
Total:	3500.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

I am a teacher at my school and don't have access to this information if it is even applicable.

Current Year

Explanation for Accumulated Surplus or (Deficit)

no finacial statements available - Public School

☐ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number: _____

Charitable Number (Optional): 107961302 RR 0002 **Date of Incorporation:** _____

Society Website (Optional): https://homma.sd38.bc.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Farm to School BC

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Farm to School supported our school garden in previous years and has shared our successes with thier community. https://www.instagram.com/farmtoschoolbc/

We also share our projects and learning with our school community through our school newsletters

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Not an event, but an ongoing project.
We have had a successful school garden for almost 10 years that is maintained by a teacher, me, who works all year outside in the space with students.

How will you measure the short-term and long-term effects of your project?

Learning outdoors and in the garden classroom transforms many children's experiences of school and we are encouraged by the universally positive feedback we have received from our parent community and the community at large. Over the long term, we measure success in the relationship children build with the land. This is reflected in how they develop an ethic of care for the land and make daily decisions

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Mark **Last Name:** David

Society Role: Principal

Signature: **Date:** October 15th, 2025

Signing Officer 2

First Name: Sarah **Last Name:** Regan

Society Role: Teacher

Signature: **Date:** October 15th, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Web Of Life Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Carl **Last Name:** Ronka

Title/Society Role (Optional): Founder, Lead Coordinator

Address: 7623 17th Ave

City: Burnaby **Province:** BC **Postal Code:** V3N1L6

Phone No.: 778-953-1987 **Email:** carlos.ronka@gmail.com

Co-Applicant

First Name: Sewei **Last Name:** Liu

Title/Society Role (Optional): Volunteer Coordinator

Address: 8214 Rosewood Place

City: Burnaby **Province:** BC **Postal Code:** v5a3v3

Phone No.: 778-889-4558 **Email:** jadeliu25@gmail.com

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☑ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☐ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Richmond Shoreline & Forest Cleanup **Amount Requested:** $ 2,408.07

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Web of Life proposes the completion of several environmental cleanups focused on the removal of trash from sensitive environmental areas in the City of Richmond. We have completed countless environmental cleanups in Metro Vancouver since 2019 and utilize a direct action approach to removing garbage and other pollutants from the environment to enhance natural green spaces, improve resiliency and biodiversity, and provide an opportunity for community engagement and environmental stewardship.

Where in Richmond will your project take place?

We have identified several trash hot spots in Richmond that our project will focus on addressing, including but not limited to:
West side of Richmond Nature Park
Shoreline of the south arm of the Fraser River
Other trash hot spots in Richmond

Web of Life has expertise identifying trash hot spots from high-resolution satellite imagery and reconnaissance trips. The areas listed above have been identified and selected as potential cleanup sites; however, we are open to staff feedback regarding other trash hot spots that can be addressed through a cleanup.

Anticipated Start Date: 01/01/2026 **Anticipated End Date:** 7/15/20

Number to be Served: 100-150

How many participants will be Richmond residents? 50-100

How will these numbers be determined?

Numbers will be determined based on surveys and registration, on how many attendees are from which municipality

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

none

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [ ] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [ ] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [ ] Supports and creates opportunities for Richmond residents to access local food.
- [ ] Addresses food insecurity in innovative ways through local, community-based solutions.
- [ ] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Through our proven track record of successful ecological cleanup projects, estimated to total over 100,000 pounds of trash removed from our local forests, rivers, shorelines from 2019 until late 2025, we can confidently organize community for thourough and engaging cleanups of natural areas, especially a handful of specific spots in Richmond's forests and shorelines. This will enhance wildlife health and ecosystem health, protect Richmond's unique ecological interface with wildlife and waterways, and create community events to develop social cohesion and promote environmental stewardship to those of all ages.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 1,058.07	10x demo bag boxes, 10x contract
Marketing and Promotion	$ 500.00	250 social media ads, 250 signage
Honorarium (up to $350)	$ 350.00	contribution for facilitation of organi
Insurance	$ 500.00	insurance for 5 public events
Other, provide details (optional):		
Total:	$ 2,408.07	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Ocean Wise Ocean Action Grant	$ 5,000.00	☑ Yes ☐ No	similar items, materials, equipment, marketing, but for different area
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 5,000.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

We can scale back equipment expenses and event frequency, marketing costs etc to match the grant level which is approved.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 2,408.07
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 2,408.07

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue		
Total Expenses		
Annual Surplus or (Deficit)		
Accumulated Surplus or (Deficit)		

Explanation for Annual Surplus or (Deficit)

Last Complete Year

N/A - just incorporated in September

Current Year

N/A - just incorporated in September

Explanation for Accumulated Surplus or (Deficit)

N/A - just incorporated in September

☐ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number: S0083614

Charitable Number (Optional): _____ **Date of Incorporation:** 9/16/20

Society Website (Optional): @weboflife.ca (Instagram)

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Captain Scott Legacy Society
Four Wheel Drive Association of BC
Metro Vancouver Nature Experiences

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

We utilize our social media pages feeds and stories, sponsored ads, community facebook groups, and our combined email/text lists to notify members of the public about volunteer stewardship events

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Our organizations have a combined total of more than 15+ years of hosting safe, fun, community and environment related events. We provide safety gear, debrief attendees on safety and protocols, and make sure everyone has a good time.

How will you measure the short-term and long-term effects of your project?

Before and after photos, and site visits after cleanup work is complete. We also utilize satelite imagery to see progress in locations which aren't obscured by conifer trees so that locations can be seen from a birds-eye view.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Carl **Last Name:** Ronka

Society Role: Founder, lead coordinator

Signature: **Date:** 10/11/2025

Signing Officer 2

First Name: Siwei **Last Name:** Liu

Society Role: Volunteer coordinator

Signature: Siwei Digitally signed by Siwei Date: 2025.10.11 18:10:47 -07'00' **Date:** 10/11/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: East Richmond Community Association

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Vanessa **Last Name:** Stevens

Title/Society Role (Optional): Community Development Coordinator

Address: 12800 Cambie Road

City: Richmond **Province:** BC **Postal Code:** V6V 0A9

Phone No.: 604-238-8382 **Email:** vstevens@richmond.ca

Co-Applicant

First Name: Ryan **Last Name:** Murao

Title/Society Role (Optional): Community Facilities Coordinator (Cambie Community Centre)

Address: 12800 Cambie Road

City: Richmond **Province:** BC **Postal Code:** V6V 0A9

Phone No.: 604-238-8374 **Email:** rmurao@richmond.ca

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☑ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 5,300.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Garden Tastings & Talk **Amount Requested:** $ 5,000.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Our centre has had the pleasure of hosting the Garden Tastings & Talks program for the past two years. This program has become a cherished part of our community, with seniors expressing heartfelt appreciation for the social connections and learning opportunities it provides. We are hopeful that this City grant will allow us to continue offering this valuable program. Urban Bounty has generously agreed to keep facilitating the workshops at their own expense, provided we can secure funding to cover fresh produce costs and offer honorariums to seniors who are beginning to take on leadership roles within the program.

The Garden Tastings & Talks program addresses food security by strengthening social bonds, offering inclusive educational experiences, and ensuring consistent access to fresh, locally grown produce. It also supports local farmers and promotes their associated farmer's markets, helping to build resilient local food system.

The anticipated outcomes for this grant include providing dignified and regular access to seasonal fresh produce for Richmond residents experiencing food insecurity. The program's format: gathering to garden, tasting fresh produce, discussing its origins, cultivation methods, and preparation ideas, and taking home produce each week aims to expand the number of residents benefiting from this resource.

Produce is sourced from small Richmond-based farms such as Sweet Digz Farm and The Sharing Farm, both of which prioritize climate-friendly and sustainable growing practices. Through Garden Tastings & Talks, participants build meaningful connections with local farmers, gaining insight into the origins of their food and fostering a deeper understanding of Richmond's local food system.

To expand our impact across generations, we are seeking support to develop a parallel stream of programming for young children. By integrating environmental education into childcare and preschool areas, we aim to foster early connections to nature, sustainability, and food systems through hands-on activities like composting, planting, and garden-based storytelling, cultivating lifelong environmental stewardship from an early age.

Where in Richmond will your project take place?

Programs will take place at Cambie Community Centre as well as at the East Richmond Community Hall and in the adjacent community garden.

Anticipated Start Date: 04/01/2026 **Anticipated End Date:** 10/31/26

Number to be Served: 20 seniors directly (At least 80+ indirect connections bringing food home to families), 175 children plus their families.

How many participants will be Richmond residents? 100%

How will these numbers be determined?

We track attendance at each session and will provide surveys (in-person and online) to the participants to determine how many people they are sharing the information and produce with. As well as using program registration metrics.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Subsidized space, heat and light, community centre staffing, maintenance on a percentage basis with the City of Richmond and Richmond School District 38. Estimated value is $735,695.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Our Garden Tastings & Talks program, alongside the childcare initiative, fosters meaningful environmental and social benefits in Richmond. By sourcing fresh, seasonal produce from local farms practicing sustainable methods specifically through CSA boxes, the program improves food access and security while supporting urban agriculture. Sessions offer hands-on gardening using seedlings provided by the Sweet Digz Farm "Grow Your Own CSA" program, alongside tastings and education about food origins, growing methods, and preparation. This approach helps participants develop a stronger connection to the local food system and deepen their environmental awareness.

The program engages community members of all ages: seniors take on leadership roles, and young children learn about sustainability through age-appropriate activities such as composting and planting. This encourages a stewardship ethic and active participation in environmental efforts.

The initiative supports Richmond's environmental goals by promoting sustainable food systems and contributing to a healthy ecological network. It helps local farmers distribute produce affordably through the CSA boxes and ensures residents have dignified access to fresh, local food. By combining education, social connection, and food provision, the project offers an innovative community-based solution to food insecurity. Additionally, its focus on local production, gardening, and composting supports the City's circular economy principles, fostering sustainability and resilience.

Together, these efforts empower Richmond residents to care for their environment and build a healthier, more sustainable community.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 4,350.00	3,350(CSA produce and garden se
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 250.00	New adaptive gardening equipmen
Marketing and Promotion	$ 50.00	posters/printing
Honorarium (up to $350)	$ 350.00	for volunteer leader to support with
Insurance		
Other, provide details (optional):		
Total:	$ 5,000.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Urban Bounty	$ 5,000.00	☑ Yes ☐ No	to fund the facilitation costs of running the weekly workshops from June to October
Community Prosperity Fund	$ 300.00	☑ Yes ☐ No	Put towards any Earth-Week activities in April 2026
		☐ Yes ☐ No	
Total:	$ 5,300.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

Monies will be used to offset proposed program costs. If partial funds are received, we will consider reducing the number of participants that can attend the workshops and childcare plans may be scaled back.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 5,000.00
Amount Requested from Other Funders	$ 5,300.00
Amount You Will Provide	$ 0.00
Total:	$ 10,300.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 1,470,401.32	$ 1,515,327.00
Total Expenses	$1,322,076.50	$1,423,483.00
Annual Surplus or (Deficit)	$ 148,342.82	$ 91,845.00
Accumulated Surplus or (Deficit)	$ 606,518.72	$ 698,363.72

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Increase of program registrations as programs expand and grow (noted draft statements for the 2024/2025 fiscal year)

Current Year

Increase in program registrations with expansion of programs and growth (noted draft statements for the 2024/2025 fiscal year)

Explanation for Accumulated Surplus or (Deficit)

For projects and community initiatives still in progress - there are still pending transactions for the 2024/25 fiscal year ending August 31, 2025.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S18934

Charitable Number (Optional): N/A **Date of Incorporation:** 2/23/84

Society Website (Optional): https://www.richmond.ca/parks-recreation/centres/cambie.htm

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Local registered charity, Richmond Food Security Society (DBA Urban Bounty)

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Our community centre and Urban Bounty will circulate information directly to our community partners to ensure those most in need have access to the program. We will also share the information on-site and through our networks to encourage participation. We will both distribute event information through our social media channels, on our website, and newsletter, as well as working with Richmond News and the City of Richmond to include it in community event information.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

We have already been hosting this program with Urban Bounty (at their expense) for the past 2 years and are hoping to continue. Urban Bounty has also planned, organized, and delivered multiple other community events for numerous years where they have provided food demonstrations, offered community garden tours, information, and resources, and supported community members to access information about food security, urban agriculture, and ongoing community programs.
Urban Bounty's core services focus on promoting food security education, awareness, cross sectoral participation, and policy advocacy for the development of a sustainable local food system. Urban Bounty hosts these activities in collaboration with its non-profit partners Vancouver Coastal Health, Richmond School District, The Sharing Farm, and local food systems networks. Urban Bounty also employs staff, who are experienced in farmers' market planning, preparation, and event delivery activities.

How will you measure the short-term and long-term effects of your project?

Short-term effects will be measured by participation numbers, that is, measuring regular attendance. We will also work with the participants to capture lessons they learn into a shareable resource for future use, thus extending the potential benefits to more people and providing us with a way to continue to extend and measure results long-term.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Marie **Last Name:** Murtagh

Society Role: President, Board Memeber

Signature: _____ **Date:** _____

Signing Officer 2

First Name: Simon **Last Name:** Lau

Society Role: Board Member

Signature: _____ **Date:** _____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 5,000.00
Amount Requested from Other Funders	$ 5,300.00
Amount You Will Provide	$ 0.00
Total:	$ 10,300.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 1,470,401.32	$ 1,515,327.00
Total Expenses	$1,322,076.50	$1,423,483.00
Annual Surplus or (Deficit)	$ 148,342.82	$ 91,845.00
Accumulated Surplus or (Deficit)	$ 606,518.72	$ 698,363.72

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Increase of program registrations as programs expand and grow (noted draft statements for the 2024/2025 fiscal year)

Current Year

Increase in program registrations with expansion of programs and growth (noted draft statements for the 2024/2025 fiscal year)

Explanation for Accumulated Surplus or (Deficit)

For projects and community initiatives still in progress - there are still pending transactions for the 2024/25 fiscal year ending August 31, 2025.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Marie **Last Name:** Murtagh

Society Role: President, Board Memeber

Signature: M.Murtagh **Date:** Oct. 15, 2025

Signing Officer 2

First Name: Simon **Last Name:** Lau

Society Role: Board Member

Signature: [signature] **Date:** OCT 15 2015

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Kwantlen Farmers' Market

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Rebecca **Last Name:** Harbut

Title/Society Role (Optional): President

Address: 4636 Alpha Drive

City: Burnaby **Province:** BC **Postal Code:** V5C3M9

Phone No.: 604-551-4447 **Email:** rebeccaharbut@gmail.com

Co-Applicant

First Name: Lloyd **Last Name:** Norquay

Title/Society Role (Optional): Board Member

Address: #1 8770 Granville St.

City: Vancouver **Province:** BC **Postal Code:** V6P5A7

Phone No.: 604-754-8872 **Email:** tiamoisaboy@hotmail.com

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☑ Non-Profit Organization – Up to $5,000

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Healthy Together **Amount Requested:** $ 5,000.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

The 2026 theme for the Kwantlen Farmers' Market (KFM) will be 'Healthy Together'. The focus will be on the importance of working together to build healthy communities, environments and people. The KFM is a valued gathering place and is the only farmers' market in Richmond that is a member of the BC Farmers' Market Association (BCFMA) which requires that 50% of all vendors are local food producers and allows the KFM to participate in the BCFMA Nutrition Coupon Program. This is a food security program funded through the Provincial Government to address food insecurity in low income, pregnant and senior populations in our community while fostering local food production and community engagement. Local organizations are only eligible to receive support through this program if there is a BCFMA market, like the KFM, in their community. The KFM provides opportunities for local farmers to access the local market to build a 'healthy' food business. Many producers struggle to gain market access due to the requirements of large grocery store chains. The ability for farmers and producers to have diverse market access provides income stability and also allows them to expand their customer base. The KFM will support them through collaborating to highlight their company. This also allows our community to learn about the companies that operate in the region and ensures that food dollars are spent locally on local companies.
The KFM also partners with other organizations in the community that provide educational opportunities related to environmental efforts, health and wellness and culture. The community tent at the market is provided by the KFM to community partners. This year as part of our focus on health, we hope to partner with VCH and the City of Richmond Youth Programs with a focus on health and the relationship to land and food.

Where in Richmond will your project take place?

Our weekly event will again be at Minoru Plaza at the Richmond Library and Cultural Centre. In this location, we are very visible to community members and have ample space for vendors, indoor public washrooms, parking, and public transport is close with the 414 on Minoru Blvd, 406 on Granville Ave, and 10 minute walk from the skytrain at Richmond-Brighouse.

Anticipated Start Date: 05/05/2026 **Anticipated End Date:** 12/22/26

Number to be Served: 1500/per week (23,500 total)

How many participants will be Richmond residents? 1390/wk (19,500 total)

How will these numbers be determined?

In 2024 KPU carried out an economic impact study at the KFM to gather data using the framework provided by the BC Farmers' Market Association. This study has informed our estimates of community engagemet and impact. It is hoped that this study will be carried out again in 2026.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Currently, the City of Richmond provides use of Minoru Plaza where the market is held every week. This space is provided free of charge and we are deeply grateful for this contribution to this community market!

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [ ] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [ ] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [ ] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

As a member of the BCFMA, the KFM is required and committed to prioritize BC primary producer vendors (ie; farmers), have a majority of vendors (ie; 51%) that grow, cook or prepare their own food. This means that every week there is fresh local produce available to our community. As a member we are also able to participate in the BC Nutrition Coupon Program which allows members of our community that are struggling with food insecurity to have access to fresh local produce. By allowing this population to shop at the market, it also provides an opportunity for them to engage with local producers, and learn about foods that are grown in our region and keep the dollars spent in our community. The KFM also provides a community space for local organizations to connect with our community through the community tent. This grant would cover the cost of the vendor fee, sound equipment and provide a tent and table to community organizations.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	4350	co
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 1,000.00	safety equipment/signage/AV equi
Marketing and Promotion	$ 2,200.00	online, physical signage, campaigr
Honorarium (up to $350)	$ 350.00	for community event participants
Insurance	$ 650.00	
Other, provide details (optional):	$ 800.00	fee waiver for community groups
Total:	$ 5,000.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Vancity	$ 5,000.00	☐ Yes ☑ No	salary
Community Prosperity Fund	300	☐ Yes ☐ No	Put towards any Earth-Week activities in April 2026
		☐ Yes ☐ No	
Total:	$ 5,000.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Funds will be used to expand our outreach efforts to community partners, increase activities at the market focused on food preparation, increased investment in marketing and promotion of the market both to attract more vendors as well as customers. Funds will cover the vendor fees for community organizations that provide education and resources to the community, with a focus on healthy people and planet. If partial funding is received, priority will be given to insurance, community partner organizations and marketing and promotion.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 5,000.00
Amount Requested from Other Funders	$ 5,000.00
Amount You Will Provide	$ 15,000.00
Total:	$ 25,000.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 24,222.00	$ 26,250.00
Total Expenses	$ 25,000.00	$ 25,000.00
Annual Surplus or (Deficit)	-$ 590.00	$ 1,250.00
Accumulated Surplus or (Deficit)	-$ 8,850.26	-$ 7,600.26

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Last year, we paid off many accounts payable that came due related to COVID. So, even though we had greater revenue in the current year, we had past year expenses, leading to a loss.

Current Year

For this year, we are focusing on ensuring we have a positive profit by having more vendors and strictly controlling salaries. We have focused on spending money on positive community impacts, such as adding music and ready-to-eat food, to bring in more vendors and customers.

Explanation for Accumulated Surplus or (Deficit)

Overall, COVID negatively impacted the market's presence, with multiple moves and a large drop in vendors and customers, from which we are now finally recovering and moving back towards an accumulated surplus.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number: S0075016

Charitable Number (Optional): _____ **Date of Incorporation:** 6/10/21

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

- BC Farmers' Market Association
- KPU Department of Sustainable Agriculture
- BC Nutrition Program Partners

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

- BCFMA - assists with advertising and posting on their website and provides assistance with Coupon Program
- KPU Department of Sustainable Agriculture - partners in community education and outreach at the Farmers' Market. They also inform community members about the market in their community events, and through social media.
- BCNP partners include several organizations in Richmond that provide assistance in the distribution of coupons to people in need. KFM works with these partners to provide information to participants about the food that can be purchased at the KFM

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

The KFM has been providing farm-fresh food and educational experiences since 2015. The market has endured despite the difficultly that emerged during COVID which required a move in location and a subsequent loss of customers. Over the years our vendors have developed a deep commitment to the market and have come to appreciate the value that participation in the Nutrition program brings to the community. The KFM has developed systems to support the vendors in accepting the coupons to ease the administrative burden on vendors. We continue to improve our financial sustainability and have demonstrated improved performance the last two years.

How will you measure the short-term and long-term effects of your project?

The impact the market has on meeting food security needs can be measured through the dollar value of Nutrition Coupons used at the market, this data provides information about the impact to the community. In the current season the KFM has enabled $26,418 of sales at eligible vendors at the market through this program. If the KFM does not operate in the city, none of the eligible organizations would have access to this source of funding in Richmond. Therefore, the use of these coupons at the KFM is a direct measure of the impact on food security the KFM has in Richmond. The long-term impacts will also be monitored with ongoing participation in economic impact studies to track change over time.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Rebecca **Last Name:** Harbut

Society Role: President

Signature: Rebecca Harbut Digitally signed by Rebecca Harbut Date: 2025.10.15 16:19:01 -07'00' **Date:** 10/15/2025

Signing Officer 2

First Name: Lloyd **Last Name:** Knordkvist

Society Role: Board Member

Signature: **Date:** 10/15/2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond Agricultural and Industrial Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Pinky **Last Name:** Blois

Title/Society Role (Optional):

Address: 4111 Moncton Street

City: Richmond **Province:** BC **Postal Code:** V7E 3A8

Phone No.: 604 238 8094 **Email:** marketmanager@sfam.ca

Co-Applicant

First Name: **Last Name:**

Title/Society Role (Optional):

Address:

City: **Province:** **Postal Code:**

Phone No.: **Email:**

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☑ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Steveston Farmers and Artisans Market **Amount Requested:** 5000.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Steveston Farmers and Artisans Market has become a great summer hub for community residents and visitors to gather and support local vendors at the same time. It is free to attend which makes it an affordable outing. As an inclusive event, vendors of different backgrounds are able to share cultural and talent diversity through a wide range of offerings. The market day is run by volunteers which promotes pride within the community and enables valuable work experience at the same time.

As a member of the BC Association of Farmers Markets, our market is dedicated to supporting locally grown and produced items. SFAM is a platform for local farmers to bring community access to fresh produce directly. SFAM is a proud partner of the Farmers Market Nutrition Program, a program incentive to encourage healthy eating in vulnerable population, and at the same time, supporting local farmers.

The farmers market has been a great draw for residents and tourists. The event has been a good way to highlight the beauty of Garry Point Park and the historical Steveston Village.

Where in Richmond will your project take place?

Garry Point Park

Anticipated Start Date: 05/01/2026 **Anticipated End Date:** 9/30/26

Number to be Served: 2200 each day

How many participants will be Richmond residents? 1500 per day

How will these numbers be determined?

Volunteer counters

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

Facilities (Parking Lot)
Equipment (Stanchions/Barricades)
Waste management bins

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [ ] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [ ] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

SFAM will continue to create an inclusive, community event, with an objective to bring access to local food within the community.
The funding will help covers costs associated with operations, including supplies/ equipment to support sustainability.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 1,000.00	equipment supplies
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$ 2,800.00	rentals, safety equipment
Marketing and Promotion	$ 1,000.00	
Honorarium (up to $350)		
Insurance	$ 1,200.00	
Other, provide details (optional):		
Total:	$5,000.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:			

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

The operating costs to execute this regular farmers market are high and we need grant support to give this event the opportunity to merely breakeven. The market vendors can't afford the fees it would take to stage this event and it only makes financial sense because of the army of volunteers we have and the grant support.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 5,000.00
Amount Requested from Other Funders	
Amount You Will Provide	$ 29,000.00
Total:	$ 38,000.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 274,000.00	$ 274,000.00
Total Expenses	$ 248,000.00	$ 248,000.00
Annual Surplus or (Deficit)	$ 50,000.00	$ 26,000.00
Accumulated Surplus or (Deficit)	$ 238,000.00	$ 264,000.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The Richmond Agricultural and Industrial Society runs two major events: the Annual Salmon Festival and the Steveston Farmers Market. The Society has been around for decades and the annual surplus for the latest completed financial period (y/e Aug 31, 2024) reflects the total operations of the Society

Current Year

The Current year column reflects the preliminary financial results for the y/e Aug 31, 2025. The financial statements have yet to be reviewed and published by our external accountants.

Explanation for Accumulated Surplus or (Deficit)

The Society was incorporated in June 1965 and the accumulated surplus reflects the cumulative financial results since incorporation. Again the primary activities of the Society have been from the Steveston Salmon Festival and the Steveston Farmers Market

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☐ **Attach Operating Budget for current year.**

Society Number: S-0007171

Charitable Number (Optional): _____ **Date of Incorporation:** June 1965

Society Website (Optional): _____

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

How will you measure the short-term and long-term effects of your project?

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Alan **Last Name:** Sakai

Society Role: Director

Signature: _____ **Date:** _____

Signing Officer 2

First Name: Susan **Last Name:** Epp

Society Role: Director

Signature: _____ **Date:** _____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Society Pursuit Projects Canada

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Rodel **Last Name:** Elias

Title/Society Role (Optional): Executive Director

Address: 23021 Abernethy Lane

City: Maple Ridge **Province:** BC **Postal Code:** V2X 0S6

Phone No.: 604-518-9108 **Email:** Rodel@pursuitprojects.ca

Co-Applicant

First Name: Lu **Last Name:** Elias

Title/Society Role (Optional): Vice President, Board of Directors

Address: 23021 Abernethy Lane

City: Maple RIdge **Province:** BC **Postal Code:** V2X 0S6

Phone No.: 604-401-2960 **Email:** Lulu_algena@hotmail.com

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☒ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other: _____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	0	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	0		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	0

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Pursuit Kitchen w/ KPU Farm **Amount Requested:** $5,000.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Three Phases of Pursuit Kitchen (PK)
1. Food System from KPU (Kwantlen Polytechnic University) Farm at Garden City, Richmond: using local organic produce grown vegetable production from KPU Farm
 a. Strategic utilization of the KPU Farm, and educating the Richmond community on nutrition, preparation, and production of KPU Farm, and City of Richmond initiatives
 b. Champion the Garden City Land's vitality by engaging the Richmond initiatives on how food security can be managed with urban agriculture, food access and production, and environmental and food sustainability
2. Culinary Classes for Richmond Youth: from the food system and production of KPU Farm, PK will provide culinary classes to ages 15-25 in Richmond, BC
 a. Provides an opportunity for Richmond Youth to become actively engaged in the project activities, and educates them for food access, sustainability, and security
3. Distribution of Healthy Food in Richmond, BC: the food from the culinary class will be distributed for free to schools and vulnerable communities
 a. Address food scarcity and serve Richmond communities, especially the vulnerable

Where in Richmond will your project take place?

Kwantlen Polytechnic University Farm at Garden City Lands, Richmond

Anticipated Start Date: December 2025 **Anticipated End Date:** December 2026

Number to be Served: 3,060

How many participants will be Richmond residents? 3,060

How will these numbers be determined?

We are expected to have 4 Batches and 5 Classes in each batch.
We will accommodate 15 students(youth) in each batch = total of 60 students
We are feeding for free 150 individuals in each class = total of 3,000 recipients

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

None. We are not receiving in services nor funds from City of Richmond

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [ ] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [ ] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [x] Other: youth leadership training, Richmond-based volunteer opportunities

Explain how your grant will meet the selected objectives.

A. Strategic utilization of the KPU Farm through PK to showcase and disseminate information to Richmond communities regarding sustainable production, nutritional education, and food preparation techniques, in collab with City of Richmond
B. Fostering the vitality of the Garden City Lands, through the development of a community stewardship ethic that enhances environmental sustainability, local food access, and food security via urban agricultural practices
C. Provides a critical opportunity for Richmond's youth to become actively engaged in project activities, thereby facilitating life-skills learning, leadership training, education on crucial topics of food access, sustainability, and security
D. Serving and supporting vulnerable Richmond residents by empowering their access to healthy food and engagement through local, and community-based solutions

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$1700	Kitchenwares, knives, burners, etc
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$1250	Safety equipment and tools
Marketing and Promotion	$500	Marketing and promotion
Honorarium (up to $350)	$350	Honorarium for chefs
Insurance	$1200	Insurance payment
Other, provide details (optional):		
Total:	$5000	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Coldest Night of the Year	$3500	☐ Yes ☐ No	Honorarium for chefs, transpo
Filipino Seniors Club of BC	$1000	☐ Yes ☐ No	Rentals and facilities
		☐ Yes ☐ No	
Total:	$4500		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

It will be primarily used for the kitchen materials, safety equipment, and program supplies for food distribution in Richmond, BC

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$5000
Amount Requested from Other Funders	$4500
Amount You Will Provide	$2500
Total:	$12000

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$18,445.35	$8,490.59
Total Expenses	$5,547.90	$2,924.57
Annual Surplus or (Deficit)	$12,897.45	$5,566.02
Accumulated Surplus or (Deficit)	$12,897.45	$5,566.02

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Our annual surplus reflects responsible financial management and long-term sustainability planning. We maintain a modest surplus each year to ensure we can continue our programs without interruption, even during periods of funding uncertainty. We leverage and maximize programs that are cost-effective

Current Year

The surplus is reinvested into our mission by supporting future initiatives, program development, and capacity building. It also provides a financial cushion for unexpected costs and ensures we can meet our commitments to participants and partners.

Explanation for Accumulated Surplus or (Deficit)

Rather than being excess funds, our surplus demonstates prudent budgeting and helps us build a stable foundation to expand our impact over time. In spite of a very prudent budgeting, we have served to thousands of individuals and families through our program. The greatest appreciation is to our staffs who maximized our time and resources, and to our amazing volunteers who donated their time, talent and treasure.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ Attach Operating Budget for current year.

Society Number: S0072660

Charitable Number (Optional): _____ **Date of Incorporation:** January 30, 2020

Society Website (Optional): www.pursuitprojects.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Kwantlen Polytechnic University (KPU) Farm, Richmond; CityReach Care Society; Filipino Seniors Club of British Columbia (FSCBC), and School Board Richmond

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

(1.) KPU Farm will help us with the Supply of Fresh Produce, Sustainability & Sourcing Education, and Food Rescue Stream. (2) CityReach Care Society will help us with Food Rescue Link, Targeted Community Access, and Supply of Rescue Food. (3) FSCBC will help us with Meal Recipients & Volunteers, and (4) School Board Richmond will help us with Youth Recruitment, and Addressing Student Hunger

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Together with CityReach Care Society, St Thomas More Collegiate, Lord Kelvin Elementary School, The Burnaby Homeless, Youth with a Mission (YWAM), and other partners, we have served to thousands of vulnerable societies, empowered more than a hundred students, and rescued thousands of dollars of rescue food

How will you measure the short-term and long-term effects of your project?

I. Richmond Youth Engagement and Skill Development —The short and long term will be measured through post-program engagement, class completion rate, culinary skills and education, youth engagement and leadership, & youth and community feeding
II. Food Security and Sustainability — It will be measured in waste diversion, partnership leverage and growth, operational efficiency, food supply metric

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Rodel **Last Name:** Elias

Society Role: Executive Director

Signature: _____ **Date:** October 14, 2025

Signing Officer 2

First Name: Lu **Last Name:** Elias

Society Role: Vice President, Board of Directors

Signature: _____ **Date:** October 14, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: The Sharing Farm Society

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Leslie **Last Name:** Williams

Title/Society Role (Optional): Executive Director

Address: 2771 Westminster Highway

City: Richmond **Province:** BC **Postal Code:**

Phone No.: 604-227-6210 **Email:** V7C 1A8

Co-Applicant

First Name: **Last Name:**

Title/Society Role (Optional):

Address:

City: **Province:** **Postal Code:**

Phone No.: **Email:**

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☑ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Sharing Farm - Farmstand Support Project **Amount Requested:** $5000

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

The Sharing Farm's Farmstand Support Project will strengthen local food access, community engagement, and sustainable urban agriculture in Richmond by supporting our much-loved bi-weekly Farmstand. Located in a neighbourhood in Terra Nova Rural Park, we are proud to operate our Farmstand as both a marketplace for local produce and a gathering space where residents connect directly with the people and land that feed them. It is a place where wildlife, community, and farming coexist. This funding will invest in farm supplies to ensure the Farmstand remains a reliable source of nutritious food for residents of different income levels, for as much of the year as possible. At the Farmstand, Richmond residents can buy our produce and flowers as well as become part of a weekly CSA program. Many of our customers have been coming back year after year and even begun bringing children, grandparents, and friends. Our community partners also meet at the Farmstand to pick up their donated produce. For example, Richmond Family Place recipients bring their families to pick up designated Harvest Baskets and take a tour of the fields, while Urban Bounty selects from our array of produce for their food literacy programs. This funding will also go towards volunteer programming. The Farmstand is a community-powered local food system and relies on our community volunteers who participate in volunteer sessions held three to five times per week, from spring to fall. These sessions invite residents of all ages and backgrounds to learn about food production while helping to grow the food sold and donated through the Farmstand. Through hands-on involvement in farm tasks, volunteers play a vital role in addressing food insecurity by enabling us to donate fresh produce to those in need.

Where in Richmond will your project take place?

The Sharing Farm - 2771 Westminster Hwy, Richmond, BC, V7C 1A8

Anticipated Start Date: April 1, 2026 **Anticipated End Date:** October 31, 2026

Number to be Served: 2500

How many participants will be Richmond residents? 2300

How will these numbers be determined?

We will track the number of people served through our Farmstand sales records and Point of Sale system, annual CSA sign-ups, and weekly volunteer sign-in sheets. This will allow us to monitor customer participation, household reach through our CSA program, and the number of community members taking part in our volunteering programs.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

The City of Richmond provides the Sharing Farm with access to the land on which we farm at Terra Nova Rural Park. In addition, the City provides an on-site commercial kitchen, which we use to prepare meals for our regular farm programs and community events. The City also provides office space on-site at the farm, which is where we work on day-to-day operations, staff coordination, and volunteer management.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [ ] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [ ] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [ ] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [ ] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [ ] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

Activities will lead to positive environmental results or improved food access, food security and urban agriculture: This project increases access to fresh, locally grown food while engaging residents in sustainable growing practices. We are in our second year of transitioning to PACS Certified Organic standards to protect soil health and Terra Nova biodiversity. Demonstrates the positive environmental, food access, and urban agricultural impact: By maintaining the Farmstand and volunteer-powered growing program, the project models community-based food security and sustainable urban agriculture in Richmond. Provides opportunities for community members to be involved: Volunteers join three to five times per week to grow food for sale and donation, gaining skills and building a sense of belonging through shared work and connection. Enables local food producers to grow, distribute or sell produce affordably: The Farmstand distributes affordable produce to residents and community partners. Our CSA program includes both paying and sponsored members, ensuring accessibility while supporting the local food system. Supports and creates opportunities for Richmond residents to access local food: The Farmstand serves as a central point for residents and partner organizations to access nutritious, locally grown food within their own neighbourhood. Addresses food insecurity in innovative, community-based ways: The project combines urban farming, volunteerism, and partnerships with groups like Richmond Family Place and Urban Bounty to deliver dignified, community-driven food access. Supports resident activation in sustainability and urban agriculture: Through hands-on involvement in growing food, residents advance Richmond's sustainability goals and become advocates for local food systems.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$4,000.00	Seeds, compost, soil amendments,
Program Supplies (e.g., equipment rentals, tools, safety equipment)	$300.00	Hand tools for volunteers.
Marketing and Promotion	$350.00	Signage and posters to promote Fa
Honorarium (up to $350)	$350.00	Local speaker/workshop leader for
Insurance		
Other, provide details (optional):		
Total:	$5000	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☑ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
New Horizons for Seniors	25,000	☐ Yes ☑ No	Volunteer programming supplies
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☑ No

If you receive a grant for part of the amount requested, how will it be used?

If only part of the requested funding is received, it will be used to cover essential supplies that keep our Farmstand running. This includes seeds, compost, soil amendments, and small hand tools used by staff and volunteers. These items are vital for growing fresh produce and supporting our regular volunteer sessions, which together help improve local food access and strengthen community involvement in urban agriculture.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$5000
Amount Requested from Other Funders	$25000
Amount You Will Provide	$5000
Total:	30000

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	455,452.81	469,203.60
Total Expenses	see attachment	see attachment
Annual Surplus or (Deficit)	60,609.02	172,586.58
Accumulated Surplus or (Deficit)	473,478.77	646,065.33

Explanation for Annual Surplus or (Deficit)

Last Complete Year

Expenses stayed within budget and we hosted a successful Richmond Garlic Festival.

Current Year

Expenses stayed within budget and we hosted a successful Richmond Garlic Festival.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus has been built up over many years. It is invested in working capital, operating assets and a contingency provision. The farm has been diligent in recent years in building up a contingency fund that will prevent us from having to scale back operations or lay off staff in the event of unforeseen circumstances. If contingency funds become surplus, they will eventually be invested in operational assets, expansion plans, and investment in human resources.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: 86323 8515 RR0001

Charitable Number (Optional): _____ **Date of Incorporation:** July 16, 2002

Society Website (Optional): sharingfarm.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

Richmond Food Bank Society, Richmond Family Place, Urban Bounty, Afghan Women's Group, Minoru Seniors Society, local corporate volunteer teams, various youth groups and school programs, and numerous individual community volunteers.

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

Our partners both contribute to and benefit from the food grown and shared through the Farmstand. Groups such as Richmond Family Place, Urban Bounty, and the Richmond Food Bank visit during Farmstand hours to collect produce for their programs, connecting participants directly with local food production. We also host weekly volunteer groups from the Afghan Women's Group, Minoru Seniors Society, corporate teams, and youth programs, along with many individual community members. These volunteers help grow and harvest the food that feeds Richmond residents while fostering inclusion and connection. To reach more residents, we attend farmers markets and community events to share information about the Farmstand, rely on word of mouth from volunteers and customers, and continue to use social media and digital outreach to highlight it as a welcoming space for all.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

The Sharing Farm has been operating since 2001 and running its on-site Farmstand for four years. We also work with more than 500 volunteers annually. We have a dedicated Volunteer Coordinator and a CSA Coordinator who manage the Farmstand.

How will you measure the short-term and long-term effects of your project?

We will measure the short-term and long-term effects of this project through both participation and impact data. In the short term, we track volunteer engagement using sign-in sheets to record attendance and hours, and we monitor farm productivity by recording the amount of produce grown, sold, and donated. We also track Farmstand sales and customer visits through our point-of-sale system. Each year, we conduct a CSA and customer survey to measure satisfaction and identify opportunities for improvement. Over the longer term, we assess ongoing engagement with our community food distribution partners, review volunteer feedback through end-of-year surveys, and monitor overall organizational sustainability, including our ability to maintain the Farmstand and volunteer program through stable staffing and funding.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Signing Officer 2

First Name:_____ **Last Name:**_____

Society Role:_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: Melissa **Last Name:** Desousa

Society Role: Board of Directors Co-Chair

Signature: [signature] **Date:** Oct 14, 2025

Signing Officer 2

First Name: DORIS **Last Name:** BRUCE

Society Role: Board of Directors Co-Chair

Signature: Doris Bruce **Date:** Oct 14, 2025

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Environmental Enhancement and Food Security Grant Program Application

Parks, Recreation and Culture Division

For assistance in filling out this form, please refer to the Grant Program Guidelines.

General Information

Step 1: Applicant Information

The following section includes question about the applicant.

Applicant/Non-Profit Organization Name: Richmond Food Security Society (DBA Urban Bounty)

Contact

Please enter this information carefully. We will use it in future correspondence with you.

Main Applicant

First Name: Cheney **Last Name:** Creamer

Title/Society Role (Optional): Executive Director

Address: 7611 Ash Street

City: Richmond **Province:** BC **Postal Code:** V6Y2S2

Phone No.: 604-244-7377 **Email:** director@urbanbounty.ca

Co-Applicant

First Name: _____ **Last Name:** _____

Title/Society Role (Optional): _____

Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Phone No.: _____ **Email:** _____

Step 2: Grant Level Selection

The following section includes questions about the Grant Proposal.

Grant Level

Environmental Enhancement Initiatives

☐ Individual – Up to $500

☐ Non-Profit Organization – Up to $2,500

Food Security Initiatives

☑ Non-Profit Organization – Up to $5,000

Please go to the appropriate Step 3 based on the Grant Level you are applying for. If you are an individual applicant, please turn to page 2. If you are a non-profit organization, please turn to page 7.

Step 3: Grant Proposal – Individual – Up To $500

The following section includes questions about the Proposal.

Grant Information

Proposal Title:_____ **Amount Requested:**_____

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Where in Richmond will your project take place?

Anticipated Start Date:_____ **Anticipated End Date:**_____

Number to be Served:_____

How many will be Richmond residents?_____

How will these numbers be determined?

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- ☐ Activities will lead to positive environmental results within the timeframe of the project.
- ☐ Opportunities for community members to be involved.
- ☐ Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- ☐ Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- ☐ Contributes to healthy, diverse and functioning ecosystems.
- ☐ Supports the development of a stewardship ethic in the community.
- ☐ Supports the City's circular economy principles.
- ☐ Other:_____

Explain how your grant will meet the selected objectives.

Proposed Environmental Enhancement Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requiring funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)		
Program Supplies (e.g., equipment rentals, tools, safety equipment)		
Marketing and Promotion		
Honorarium (up to $350)		
Insurance		
Other, provide details (optional):		
Total:	$ 0.00	

Financial Assistance from Other Sources

Are you applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☐ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
		☐ Yes ☐ No	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
Total:	$ 0.00		

Do you require a grant for the full amount requested to implement the proposal?

☐ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	
Amount Requested from Other Funders	
Amount You Will Provide	
Total:	$ 0.00

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your grant proposal. Include partner roles and activities. What will your partner contribute? What will you contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☐ Yes ☐ No

If yes, please list your partner(s).

How will you and your partner(s) (if applicable) promote the project and reach out to/include people in the community?

Describe your capacity and your partner(s)' (if applicable) capacity and experience in hosting similar projects.

How will you measure the short-term and long-term effects of your project?

Step 5: Verification and Acknowledgement

Signatures of both applicants are required to verify the accuracy of the application, accept the terms and conditions listed below, and to represent the individual's endorsement of this grant application.

Main Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Co-Applicant Signature

First Name:_____ **Last Name:**_____

Signature:_____ **Date:**_____

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report on the use of the grant either one year following the receipt of the grant, or, if applying again, at the time that the new application is made, whichever occurs earlier.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☐ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Individual Applicants –

Step 3: Grant Proposal – Non-Profit Organization – Up To $2,500 for Environmental Enhancement and $5,000 for Food Security

The following section includes questions about the Proposal.

Grant Information

Proposal Title: Garden Tastings & Talks **Amount Requested:** $ 5,000.00

Describe your project (in 300 words or less). Please include how the project relates to the enhancement, restoration or conservation of Richmond's unique island natural environment, or the improvement of food access, food security and urban agriculture through the promotion of local food producers and farmers' markets.

Urban Bounty has been facilitating the program, Garden Tastings & Talks, for the past 2 years. In 2024 it was piloted at 2 community centres (Hamilton and ERCH) with seniors' groups on a bi-weekly basis. By request, the program was doubled in 2025, to include weekly intergenerational sessions at a third community centre (South Arm).

Many have come to love and appreciate all that this program brings. We hope that this City grant will support us with some of the funding to keep it going.

This program provides 60–90-minute interactive sessions at 3 different community centres, weekly or bi-weekly depending on location. It runs from June to October to correspond with local farm CSA deliveries.

This program improves food security in our community by enhancing social networks, providing inclusive education, and creating reliable consistent access to fresh, local farm produce (which in turn expands the promotion of local food producers and their associated farmers' markets).

The expected outcomes are:
• Dignified access to fresh seasonal produce for Richmond residents experiencing food insecurity through the program's design of gathering to garden; sampling fresh produce; discussion on the origins of the produce, growing methods, and preparation tips along with ideas for recipes; and going home with produce each week, extending the number of Richmond residents who benefit from the program.
• Support of local agriculture. Produce is procured from small, Richmond-based farms, which supports those businesses and their employees directly. We have sourced food from Sweet Digz Farm and The Sharing Farm, both of which focus on climate-friendly, sustainable agriculture practices.Through the Garden Tasting & Talks, participants are connected to the farmers who contribute to Richmond's local food system, demystifying how food is produced and by whom.

Where in Richmond will your project take place?

Pending funding, Urban Bounty plans to run this program in 2026 at the same 3 community centres as we did this year: Hamilton, South Arm, and East Richmond Community Hall. Each of these locations have an associated community garden. The sessions will be primarily held in the community garden that is adjacent to the community centre but will be held indoors in the centre when weather conditions are not suitable for the participants to be outdoors.

Anticipated Start Date: 06/01/2026 **Anticipated End Date:** 11/1/26

Number to be Served: 60 directly (at least 200+ indirect connections bringing food home to families)

How many participants will be Richmond residents? 100%

How will these numbers be determined?

We track attendance at each session and will provide surveys (in-person and on-line) to the participants to determine how many people they are sharing the information and produce with.

Please identify any City of Richmond Services you currently receive, the estimated value of each and a total estimated value (include use of facilities, subsidized rent, property tax relief, staffing, other).

$52,009 is the City's valuation of aggregate use of 5.14 acres for the community gardens program and is based on many things such as location of land purpose/activity for use of land, infrastructure, utilities/other services provided as part of that location.

Community Benefits

Select which objectives your grant will achieve (check all that are applicable).

- [x] Activities will lead to positive environmental results or improved food access, food security and urban agriculture within the timeframe of the project.
- [x] Demonstrates the positive environmental, food access, food security and urban agricultural impact that the initiative will yield.
- [x] Provides opportunities for community members to be involved.
- [x] Consistent with and support of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the Official Community Plan.
- [x] Creates innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's Ecological Network Management Strategy and Public Tree Management Strategy.
- [x] Contributes to healthy, diverse and functioning ecosystems.
- [x] Enables local food producers to grow, distribute or sell produce affordably.
- [x] Supports and creates opportunities for Richmond residents to access local food.
- [x] Addresses food insecurity in innovative ways through local, community-based solutions.
- [x] Supports the development of a stewardship ethic in the community.
- [x] Supports resident activation in environmental enhancement, sustainability and urban agriculture.
- [x] Supports the City's circular economy principles.
- [ ] Other:_____

Explain how your grant will meet the selected objectives.

This program focuses on connecting community members with dignified access to fresh seasonal produce. Each session will be educational, interactive, and provide an opportunity to taste local produce (and take some home!) while sharing stories about the origins of the produce, growing methods, and preparation tips along with ideas for simple recipes. There will be a tasting component, and a gardening element provided at each session.

The series will utilize local farm CSA boxes for the "tasting" produce, and seedlings for the "gardening" portion will be obtained through the Sweet Digz Farm "Grow Your Own CSA" program. This will greatly enhance the connections between farmers and residents and will improve food security in an innovative way. Connecting residents to our farmers in this way also helps to spread environmental awareness of sustainable practices, and why our farmers are choosing to grow food in this way.

This initiative will support individuals to build knowledge, confidence, and skills through offering lessons and shared learning opportunities about how to grow, prepare, and enjoy healthy food. This program has also been a reminder and demonstration of how gathering around food helps to connect people socially. The relationships and bonds formed in this program have been immeasurable. Overall, this will support dignified access to fresh local farm food in our neighbourhoods, increasing not only food security but overall health and wellness for households that will gain numerous benefits from the food, gardening, and connections.

Proposed Grant Budget

Indicate how the proposed grant will be used, and please provide details of items requesting funding:

Item	Amount ($)	Details
Materials (e.g., plants, soil, amender)	$ 5,000.00	local CSA farm produce, seedlings
Program Supplies (e.g., equipment rentals, tools, safety equipment)		New adaptive gardening equipmen
Marketing and Promotion		posters/printing
Honorarium (up to $350)		for volunteer leader to support with
Insurance		
Other, provide details (optional):		
Total:	$ 5,000.00	

Financial Assistance from Other Sources

Is your society applying for funding from other sources (e.g., other grants, donations, financial assistance or sponsorship) regarding this grant proposal?

☐ Yes ☑ No

If yes, please provide information below:

Funder Name	Amount ($)	Have they confirmed funding?	How will the funding be used?
Vancouver Coastal Health	$ 14,220.00	☑ Yes ☐ No	Operational expenses that supports project incl staffing and travel costs for events
BC Community Gaming	$ 7,200.00	☐ Yes ☑ No	Operational expenses that supports project incl staffing and travel costs for events
		☐ Yes ☐ No	
Total:	$ 21,420.00		

Do you require a grant for the full amount requested to implement the proposal?

☑ Yes ☐ No

If you receive a grant for part of the amount requested, how will it be used?

The total costs to run this program at 3 centres, running 2 sessions each week (Hamilton and ERCH only every second week, South Arm weekly) is estimated to cost Urban Bounty $26,420 in 2026. This includes staff for facilitation, local travel, produce from farmers, materials like printing and paper bags, etc. Considering this cost and lack of current grant funding available, Urban Bounty has requested that the community centres also look for additional funding to help support these costs.

Therefore, all $5,000 of this grant is required to help fund the costs of food and seedlings to be purchased from local farms and distributed at the community centres (minimum estimated cost of food and seedlings to operate the program at the same level as 2025 is $10,500).

If we only receive a portion of the funding, we will consider limiting the number of community centres where we can offer the program. While we have not applied for funding for this project specifically from other funders, we have the support of other grantors (listed above) for this program and with the City's support, we can expand the reach and demonstrated benefits to Richmond residents.

Total Proposal Funding

Description	Amount ($)
Amount of City Grant Requested	$ 5,000.00
Amount Requested from Other Funders	
Amount You Will Provide	$ 21,420.00
Total:	$ 26,420.00

Society Financial Information

Your Society's Budget	Last Complete Year ($)	Current Year ($)
Total Revenue	$ 333,341.00	$ 395,830.00
Total Expenses	372,197.00	392,200.00
Annual Surplus or (Deficit)	-$ 38,856.00	$ 3,630.00
Accumulated Surplus or (Deficit)	$ 240,408.00	$ 244,038.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year

The deficit FYE 2025 was intended to draw down on the accumulated surplus to bring it in line with the lower end of range for charity reserves (6-12 months in monthly expenses). This resulted in a drop from 9 months of expenses in reserve to 7 months.

Current Year

The current year surplus is estimated to be small and fairly close to planned expenses.

Explanation for Accumulated Surplus or (Deficit)

The estimated accumulated surplus for the current year is expected to remain at a level equivalent to 7 months worth of expenses - within standard charity reserve levels.

☑ **Attach Financial Statements for last year.**

Please include a balance sheet and statement of revenue and expenses, audited financial statements are preferred. If you do not have a financial statement, please attach a letter explaining why.

☑ **Attach Operating Budget for current year.**

Society Number: S-54738

Charitable Number (Optional): 816326094RR0001 **Date of Incorporation:** 2/19/09

Society Website (Optional): www.urbanbounty.ca

Step 4: Partnerships and Promotion

The following section includes questions about the organizations you will partner with to deliver and ensure the success of your proposed grant use. Include partner roles and activities. What will your partner contribute? What will your society contribute? How will you promote your activity?

Are you partnering with other individuals, organizations and/or for profit businesses?

☑ Yes ☐ No

If yes, please list your partner(s).

We will be partnering with Sweet Digz Farm and The Sharing Farm to purchase the CSA shares and seedlings, and we will be partnering with the 3 community centres, South Arm, Hamilton, and East Richmond Community Hall to coordinate participants and serve as the location sites.

How will you, and your partner(s) (if applicable), promote the project and reach out to/include people in the community?

We will circulate information directly to our community partners to ensure those most in need have access to the program. We will also share the information on-site at our community gardens and through our networks to encourage participation. We will both distribute event information through our social media channels, on our website, and newsletter, as well as working with Richmond News and the City of Richmond to include it in community event information.

Describe your organization's, and your partner(s)' (if applicable) capacity and experience in hosting similar events.

Urban Bounty piloted this "Garden Tastings & Talks" program in 2024 with great success! We then expanded the program this year to provide double the sessions we did last year, and now include 3 community centres.

Urban Bounty has also planned, organized, and delivered multiple other community events for numerous years where we have provided food demonstrations, offered community garden tours, information, and resources, and supported community members to access information about food security, urban agriculture, and ongoing community programs.

Urban Bounty's core services focus on promoting food security education, awareness, cross sectoral participation, and policy advocacy for the development of a sustainable local food system. Urban Bounty hosts these activities in collaboration with its non-profit partners, City of Richmond, Vancouver Coastal Health, Richmond School District, The Sharing Farm, and local food systems networks. Urban Bounty also employs staff, who are experienced in farmers' market planning, preparation, and event delivery activities.

How will you measure the short-term and long-term effects of your project?

Short-term effects will be measured by participation numbers, that is, measuring regular attendance. We will also work with the participants to capture lessons they learn into a shareable resource for future use, thus extending the potential benefits to more people and providing us with a way to continue to extend, and measure results long-term.

Step 5: Signing Officers

Signatures of two signing officers of the Board of Directors are required to verify the accuracy of the application, to accept the terms and conditions listed below, and to represent the Society's endorsement of this grant application.

Signing Officer 1

First Name: PHIL CARRIERE **Last Name:**

Society Role: President and Board Chair

Signature: **Date:** Oct. 14/25

Signing Officer 2

First Name: CHRSTINE **Last Name:** MIDDLEMASS

Society Role: RECORDING SECRETARY

Signature: **Date:** Oct 14/25.

Terms and Conditions

Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide a final report either one year following the receipt of the grant, or, if applying again, at the time that the new application is made.
- 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 at parksprograms@richmond.ca.

Recuperation of Grant

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

No Appeal

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

Do you accept these terms and conditions?

☑ Yes ☐ No

Contact Information

City of Richmond
6900 Minoru Blvd, Richmond, BC V6Y 3E3
Claudia Cravino, Leisure Services Coordinator – Parks Programs
Tel: 604-244-1250

Please email the completed application to parksprograms@richmond.ca by the grant deadline.

– End of Application for Non-Profit Organizations –

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	January 16, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	03-1085-01/2025-Vol 01
Re:	**2026 Child Care Grants**		

Staff Recommendations

1. That the 2026 Child Care Capital Grants be awarded for the total recommended amount of $46,295.05 as identified in the report titled "2026 Child Care Grants", dated January 16, 2026, from the Director, Community Social Development; and

2. That the grant funds be disbursed accordingly following Council approval.

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

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

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Staff Report

Origin

The Child Care Grants provide funding for eligible non-profit child care operators and community organizations and support a range of quality, accessible and affordable child care, including facilities, spaces, programs, equipment and supports. The Child Care Development Policy 4017 (Attachment 1), adopted in 2006, recognizes child care as an essential service for residents, employers and employees in Richmond and outlines criteria for the provision of Child Care Grants subject to available resources and budgets. The Child Care Development Reserve Fund and the Child Care Operating Reserve Fund were established to assist non-profit organizations with capital purchases and improvements, such as equipment, furnishings, renovations and playground improvements; and non-capital expenses, such as professional and program development to support the development and quality of child care within the city.

The purpose of this report is to recommend the disbursement of 2026 Child Care Grants to Council for consideration.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

This report supports the Richmond Social Development Strategy 2025–2035, Strategic Direction #2 Enhance Inclusion and Belonging:

> *Action 2.10 Support the expansion of universal, quality and affordable child care, including flexible and non-traditional hours, through collaboration with the private and public sector, non-profit organizations and senior levels of government.*

This report also supports the Richmond Child Care Strategy 2024–2034 Strategic Direction #2 Quality, Inclusivity and Accessibility:

> *Action 2.6 Continue to offer the City of Richmond Child Care Grant Program and undertake regular reviews of this program to promote quality, equity and inclusivity.*

Findings of Fact

On September 10, 2025, the application window for the 2026 Child Care Grants opened. Information was posted on the City's website, communicated using social media channels and distributed through a news release to community organizations, local partners and the public. In addition, notices were sent to the Richmond Child Care Resource and Referral Program to share with their child care network. An information session was held on September 23, 2025 for interested parties to learn about the Child Care Grant process and eligibility criteria. The deadline for submissions was October 15, 2025. A total of nine eligible applications were received from eight organizations for the Child Care Capital Grants. One organization, Atira Women's Resource Society (Atira), submitted two separate applications, one for Willow Early Care and Learning Centre and one for River Run Early Care and Learning Centre. No applications were received for the Professional and Program Development Grants.

2026 Child Care Grants Budget and Funding Mechanisms

The Child Care Grant Program is funded through voluntary amenity contributions to the City's Child Care Development Reserve and Child Care Operating Reserve secured through the development process in keeping with City policies.

These two Child Care Reserves fund the two types of child care grants:

- Child Care Capital Grants are funded from the Child Care Development Reserve (Bylaw No. 7812), established in 2004, for capital expenses including grants to non-profit societies for capital purchases and improvements (e.g. equipment, furnishings, renovations and playground development); and
- Child Care Professional and Program Development Grants are funded from the Child Care Operating Reserve Fund (Bylaw No. 8877), established in 2012, to assist with non-capital expenses, including grants to non-profit societies to support child care professional and program development within Richmond.

As part of the City's 2026 Operating Budget, an expenditure of up to $50,000.00 from the Child Care Development Reserve for the 2026 Child Care Capital Grants and an expenditure of up to $10,000.00 from the Child Care Operating Reserve for the 2026 Child Care Professional and Program Development Grants, were approved. All unallocated funds will be returned to the corresponding Child Care reserve accounts.

Analysis

Application Review Process

The Child Care Development Advisory Committee (CCDAC) convened a Child Care Grants Sub-committee to review the 2026 Child Care Grant applications. City staff, including the CCDAC Staff Liaison, met with the sub-committee and reviewed and assessed each application for compliance with the Child Care Grant Guidelines. Recommendations were identified and summarized, which the CCDAC endorsed. The total requests for the 2026 Child Care Capital Grants amount to $68,690.16 and the recommended grant allocations total $46,295.05.

Child Care Capital Grants

All nine applications for the Child Care Capital Grants are from organizations who deliver licensed child care programs offering a range of services, including Group Care Under 36 Months, Group Care 30 Months to School Age, Preschool and Group Care School Age. The nine Child Care Capital Grant requests amount to $68,690.16 and there is $50,000.00 available for allocation. The CCDAC recommends funding eight of the grant applicants for a total of $46,295.05 as outlined in Table 1 below.

There were several applications for the 2026 Child Care Capital Grants that have resulted in recommendations for less funding than the amounts requested due to:

- Ineligible items;
- Items that have already been provided by the City and are available in the program;

- Requests to fund a higher priced item, when a lower cost comparable alternative is available; and
- Oversubscription, with funding requests exceeding the available Child Care Grant budget by $18,690.16.

Based on a detailed review of the applications, the CCDAC recommendations are for less than the total $50,000.00 in funding available and the proposed allocations are outlined in the list of 2026 Child Care Grant Requests and Recommendations (Attachment 3). Summaries of the 2026 Child Care Grant applications are also included with this report (Attachment 4). As the content of the summaries is generated directly from the City's online grant system and are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicants and will not reflect additional information provided following the original submission. As per standard practice and in keeping with the Child Care Grant Program Guidelines, none of the ineligible or duplicate items are recommended for funding and lower priced items have been recommended unless there was reasonable justification as to the merit of the higher priced item. Funding is not recommended for Aspire Richmond's application and is only recommended for one of the two applications submitted by Atira as these both reflect a duplication of items already funded by the City.

Table 1 outlines the requested and recommended amounts for Council's consideration.

Table 1: 2026 Child Care Capital Grant Applicants – Requests and Recommendations

2026 Child Care Grant Applicants and Requests		Requested Amount	Recommended Amount
Capital Grant Applicants and Requests			
1.	Aspire Richmond	$7,500.00	$0.00
2.	Atira Women's Resource Society (River Run Early Care and Learning Centre)	$9,290.29	$9,049.34
3.	Atira Women's Resource Society (Willow Early Care and Learning Centre)	$9,290.29	$0.00
4.	Connections Community Services Society	$12,926.44	$10,658.32
5.	Little Wings Day Care Centre Society	$3,958.84	$3,908.88
6.	Richmond City Centre Community Association	$9,055.32	$6,775.26
7.	Richmond Jewish Day School Society of British Columbia	$5,080.00	$5,080.00
8.	Steveston Community Society	$4,788.98	$4,023.25
9.	Thompson Community Association	$6,800.00	$6,800.00
Total Amount Requested and Recommended for Capital Grants		**$68,690.16**	**$46,295.05**

Child Care Professional and Program Development Grants

There were no applications for the Child Care Professional and Program Development Grants received for 2026.

Financial Impact

The 2026 Child Care Grants budget of up to $60,000.00 was approved as part of the City's 2026 Operating Budget. This funding is sufficient to support the two grant streams: the Child Care Capital Grants and the Child Care Professional and Program Development Grants. A total of $46,295.05 is recommended to be allocated to seven organizations for Capital Grants through the 2026 Child Care Grant Program subject to Council's approval.

Conclusion

The Child Care Grant Program supports non-profit organizations delivering licensed child care and professional development for Early Childhood Educators and child care providers in Richmond. It is recommended that the 2026 Child Care Capital Grants be awarded for the total amount of $46,295.05. The provision of Child Care Grants supports the development and maintenance of high quality, affordable child care for families who work or live in Richmond.

Chris Duggan
Manager, Community Social Development
(604-204-8621)

Att. 1: Policy 4017 – Child Care Development Policy
2: Child Care Grants Program Guidelines
3: 2026 Child Care Grants Requests and Recommendations
4: 2026 Child Care Grants Summary Reports

Page 1 of 5	Adopted by Council: January 24, 2006 Amended by Council: April 10, 2012; December 8, 2014; September 14, 2015, November 18, 2019	**Policy 4017**
File Ref: 3070	**Child Care Development Policy**	

POLICY 4017:

It is Council policy that:

1. GENERAL

1.1 The City of Richmond acknowledges that quality and affordable child care is an essential service in the community for residents, employers and employees.

2. PLANNING

2.1 To address child care needs, the City will: plan, partner and, as resources and budgets become available, support a range of quality, affordable child care.

3. PARTNERSHIPS

3.1 The City of Richmond is committed to:

(a) Being an active partner with senior governments, stakeholders, parents, the private and non-profit sectors, and the community, to plan, develop and maintain a quality and affordable comprehensive child care system in Richmond.

Working with the following organizations and groups to facilitate quality child care in Richmond:

(i) Community Associations and Societies - to assess whether or not child care services can be improved in community centres, and new spaces added to existing and future community centres.

(ii) Developers - to encourage developers to provide land and facilities for child care programs throughout the City.

(iii) Employers - to encourage employers' involvement in advocating and planning for child care.

(iv) Intercultural Advisory Committee - to investigate and report on child care concerns, needs and problems facing ethno cultural groups in the City.

(v) School Board – to continue providing space for child care programs on school sites; to co-locate child care spaces with schools where appropriate, and to liaise with the Child Care Development Advisory Committee,

(b) Monitoring the need for new child care spaces to support Richmond residents, employee and student populations.

(c) Providing, when appropriate, new child care spaces and/or facilities to meet existing needs and future population growth.

(d) Requesting senior governments and other stakeholders to provide ongoing funding for affordable child care facilities, spaces, operations and programming.

4. RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE (CCDAC)

4.1 The City will establish and support the Richmond Child Care Development Advisory Committee.

5. CHILD CARE RESERVE FUNDS

5.1 The City has established two Child Care Reserve Funds as described below.

(a) Child Care Development Reserve Fund (established by Reserve Fund Establishment Bylaw No. 7812)

The City will administer the Child Care Development Reserve Fund to financially assist with the following capital expenses:

(i) Establishing child care facilities and spaces in:

- City buildings and on City land.
- Private developments.
- Senior government projects.
- Community partner projects.

(ii) Acquiring sites for lease to non-profit societies for child care; and

(iii) Providing grants to non-profit societies for capital purchases and improvements, such as equipment, furnishings, renovations and playground improvements.

(b) Child Care Operating Reserve Fund (established by Child Care Operating Reserve Fund Establishment Bylaw No. 8827)

(i) The City will administer the Child Care Operating Reserve Fund to financially assist with non-capital expenses relating to child care within the City, including the following:

- Grants to non-profit societies to support child care professional and program development within the City;

- Studies, research and production of reports and other information in relation to child care issues within the City; and

- Remuneration and costs, including without limitation expenses and travel costs, for consultants and City personnel to support the development and quality of child care within the City.

5.2 Developer cash contributions and child care density bonus contributions to the City's Child Care Reserve Funds will be allocated as follows:

(a) 70% of the amount will be deposited to the Child Care Development Reserve Fund, and

(b) 30% of the amount will be deposited to the Child Care Operating Reserve Fund, unless Council directs otherwise prior to the date of the developer's payment, in which case the payment will be deposited as directed by Council.

5.3 All expenditures from the Child Care Reserve Funds must be authorized by Council.

6. DEVELOPMENT OF CHILD CARE FACILITIES

6.1 To facilitate consistent, transparent and sound planning, the City will:

(a) Undertake periodic child care needs assessments to update its child care strategy.

(b) Use its powers through the rezoning and development approval processes to achieve child care targets and objectives.

(c) Prepare Child Care Design Guidelines which articulate the City's expectations for the design and development of City-owned or leased child care facilities, whether they are built as City capital projects or by developers as community amenity contributions.

(d) Make the Child Care Design Guidelines available to members of the public as a resource, and to City staff, developers, and architects as a guide for planning child care spaces in City-owned or leased facilities or developer-built community amenities being contributed to the City.

6.2 The City will further facilitate the establishment of child care facilities by:

(a) Encouraging adequate child care centre facilities throughout the City where needed, particularly in each new community.

(b) Providing City land and facilities for child care programs in locations throughout the City.

(c) Encouraging child care program expansion through the enhancement of existing community facilities.

7. CHILD CARE GRANTS POLICY

7.1 Through City child care grants, support child care:

(a) Facilities.

(b) Spaces.

(c) Programming.

(d) Equipment and furnishings.

(e) Professional and program development support.

8. PROFESSIONAL CHILD CARE SUPPORT RESOURCES

8.1 Support resources for child care providers as advised by the Child Care Development Advisory Committee and as the need requires and budgets become available.

9. POLICY REVIEWS

9.1 From time to time, the City will:

(a) Review child care policies, regulations and procedures to ensure that no undue barriers exist to the development of child care.

(b) As appropriate, develop targets for the required number, type and location of child care services in Richmond.

10. INFORMATION

10.1 The City will, with advice from the Child Care Development Advisory Committee:

(a) Generate, consolidate and analyze information to facilitate the development of child care facilities, programs and non-profit child care agencies;

(b) Determine if any City land holdings are appropriate to be made available for immediate use as child care facilities;

(c) Review, update and distribute City produced public information material to the public on child care.

11. PROMOTION

11.1 The City will:

(a) Promote and support child care initiatives and awareness activities.

Child Care Grants
Program Guidelines

Child Care Grant Information Session

September 23, 2025

4:00 – 5:00 p.m.

This event will be held virtually.

RSVP to ChildCare@richmond.ca

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Child Care Grants – Program Guidelines

Introduction

The City of Richmond provides grants to non-profit societies providing child care services within the City's geographic boundaries. Child care grants are funded by voluntary community amenity contributions from land developers. These funds are held in the City's Child Care Development Reserve or the Child Care Operating Reserve. The City's ability to provide grants is subject to available funding and there may be years when the grant program(s) are not offered.

For more information about the City of Richmond's approach to supporting child care services, please see the City of Richmond's Child Care Development Policy and the Richmond Child Care Strategy 2024-2034.

Purpose

Child care grants are available for both: a) capital and b) professional and program development expenses. These purposes are outlined below.

a) Capital Grants

Capital grants are provided to acquire or upgrade physical assets in licensed child care facilities such as property, buildings and equipment. Funding is available for a **one-time capital expense** that will improve the quality, availability and accessibility of licensed child care in Richmond, such as: large equipment, furnishings, building renovations or playground improvements. For equipment to qualify as a capital expenditure, it must be for long-term use (e.g. an easel would qualify; art supplies would not).

b) Professional and Program Development Grants

Non-profit societies developing or providing professional and program development opportunities in Richmond (e.g. training, workshops) are eligible to apply for funding. The initiatives must be available and of benefit to the broader child care community in Richmond, rather than to a few specific individuals or centres. The necessity and benefits of the initiative to the child care community must be demonstrated. Funding for individual staff to register for or attend courses or workshops is not eligible under this grant program.

***NOTE**: The City of Richmond recognizes the need for both capital and operating funding to support child care programs. Funds are available to support child care operators through the Provincial ChildCareBC Program, including:*

- *Child Care Operating Funding - to assist with the day-to-day costs of running a licensed child care facility: To learn more about operating funding opportunities, visit the Provincial Government's* Child Care Operating Funding *website.*
- *Training and Professional Development Funding – to assist with professional development and upgrading: To learn more about these funding opportunities, view the Province's* Child Care Recruitment and Retention Strategy*; or*
- *Visit Westcoast Child Care Resource Centre's* funding webpage*.*

Eligibility

Non-profit societies that either (1) provide child care services or (2) support the provision of child care services are eligible for Child Care Grants.

Applicants may be either:

- Non-profit child care providers delivering licensed child care in Richmond and seeking to improve the quality or capacity of care in their facility; or

- Non-profit societies supporting quality programming and/or providing professional development opportunities for the broader child care community in Richmond.

Ineligible Activities or Services:

- Political activities including, but not limited to:
    - Promoting or serving a political party or organization; or
    - Lobbying of a political party, or for a political cause.

- Programs and services delivered in partnership with political parties and organizations. For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding provided by the Province of British Columbia and the Government of Canada.

Priorities

Priority will be given to applications for facilities or programs that:

- Support the vision, priorities and actions in the Richmond Child Care Strategy 2024-2034;
- Demonstrate diverse funding sources or funding partnerships, including an organizational contribution from the applicant, Child Care Operating Funding, ChildCareBC Maintenance Fund, ChildCareBC Relocation Fund, or ChildCareBC New Spaces Grant funding; and
- Enrol families who are receiving the Affordable Child Care Benefit and, if eligible, participate in the Child Care Fee Reduction Initiative;
- Deliver inclusive programming and enrol children who require extra support; and
- Align with current priorities for the community based on the most recent EDI data for Richmond, as identified by the Child Care Development Advisory Committee.

Grant Application Process

1) Review the Program Guidelines
   This document is critical in ensuring the application is complete, contains the required elements and does not contain ineligible projects or expenses.

2) Attend the Information Session
   This is an opportunity to confirm the organization's understanding of the grant program, eligible and ineligible expenses, required documents or elements to include and to ask any questions that may arise. The Information Session will also be used to highlight any changes to the questions or process from the prior year.

3) Submit Grant Use Report for any prior grants received from the City
   If the Society previously received a child care grant, the organization will need to submit a Grant Use Report to explain how the funds were used. This information must be submitted to be considered for a new grant in a future intake year.

4) Prepare the application well in advance
   In preparation for submitting an application, please have electronic documents ready to attach as requested. The Grant Applicant User Guide lists the preferred file formats for documents, spreadsheets and pictures. There are also forms posted on the City's website that should be used to provide information on licensed capacity, project budgets and project timelines.

   The following electronic documents will be needed for the application:
   - Certificate of Incorporation for the Society;
   - Society's Constitution and Bylaws;
   - Contact list for the Society's Board of Directors, Officers and Executive Director;
   - Most recent Annual General Meeting minutes;
   - Provincial Child Care License(s), if applicable;
   - Last year's financial statements or audited statement;

- Current year operating budget;
- Itemized project budget, including two quotes for each item (details included in *Proposed Project Budget* form available on the City's grant website);
- Project timeline; and
- Licensed capacity and current enrolment by program.

5) Enter the application into the City's grant system.
   The City of Richmond uses an **online** grant application process. Only electronic applications will be accepted. Please refer to the *City of Richmond Child Care Grant Program - **Grant Applicant User Guide*** which is posted on the City's website for instructions on using the system. The guide provides tips and illustrations for all sections of the grant application.

6) Submit your application PRIOR to the deadline
   Late applications will not be accepted. In order to avoid last minute issues, all applicants are encouraged to submit their application before the deadline to allow time to address any issues that may arise.

Application Requirements

The following information about the APPLICANT must be included:

Step 1 – Applicant Contacts

a) Society name
b) Society number issued by the BC Registry Services at the time of incorporation
c) Society website if applicable
d) Contact names for the Society, e.g. an executive director, program manager or Board member and authorized signing officers
e) Contact members' role in the Society
f) Society's address, postal code, phone number and e-mail address

Step 2 – Applicant Information

a) Briefly outline the Society's history, mandate, goals and objectives.
b) Describe the programs and services provided in the last five years.
c) If the Society delivers licensed child care programs, provide the licensed capacity and current enrolment by type for each program offered, referred to in the Society's Provincial Child Care License(s).
d) Attach a copy of the Society's Provincial Child Care License(s) as issued by Vancouver Coastal Health - Community Care Facilities Licensing.
e) Attach a list of the Society's Board of Directors, Officers and Executive Director, including their addresses and contact information.
f) Attach minutes of the Society's most recent annual general meeting.
g) Attach Last Year's Financial Statements or Audited Statement including balance sheet for the recently completed fiscal year, including the auditor's report signed by 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; or
- If none of the above are available, financial statements for the most recently completed fiscal year endorsed by two signing officers of the Board of Directors; and
- A detailed explanation of why audited statements are not available must be provided.

h) Describe how this request aligns with Richmond Child Care Strategy 2024-2034 and the current City Child Care priorities.
i) Attach an operating budget for the program for the current year including all sources of revenue (e.g. Child Care Operating Funding, Fee Reduction, other grants, fundraising).
j) Provide information on signing officers to represent the Society's endorsement of the grant application and attach a completed signature form.

Step 3 – Grant Request Details – Proposal Information

The following items are required for the GRANT PROPOSAL:

Capital Grant Requests

a) Proposal title
b) Purpose of the grant – what is the intent of the proposed grant (e.g. for equipment, furnishings, playground improvements, other)? If you select "other", please provide a description of what capital project you wish to undertake.
c) Provide a detailed description of how the funds would be used to meet the identified City priorities, and/or to enhance the delivery of licensed child care in Richmond (e.g. improve quality, availability, accessibility).
d) Describe who will benefit from the grant if received (e.g. the number and age groups of children who will benefit).
e) List any partners who will be assisting with the project (e.g. any other funders, volunteers, or companies who will provide money, services, in-kind assistance or other contributions).
f) Provide a detailed budget for the proposal (using the *Project Budget* form available on the City grant website) including:
    - Dollar figure for the total requested grant amount;
    - Two quotes for each outlined expense including source of the quote; and
    - All other sources of revenue or funding approved or requested for this project, the date of application, amount of funding requested and the status of the application.

Professional and Program Development Grant Requests

a) Proposal title
b) Purpose of the grant – describe how the project meets the identified City priorities, how funds will be used to enhance the child care service delivery, support skill development of early childhood educators, and benefit the broader Richmond child care community.
c) Describe who will benefit from the grant, if received, including the anticipated number of people directly participating.
d) Describe the expected outcomes for this project and how this project will be evaluated.
e) List any partners who will be assisting with the project (e.g. any other funders, volunteers or companies who will provide money, services, in-kind assistance or other contributions).
f) Provide a detailed budget for the proposal (using the *Project Budget* form available on the City grant website) including:
    - Dollar figure for the total requested grant amount;
    - Two quotes for each outlined expense including source of the quote; and
    - All sources of revenue for this event (e.g. participant fees, organizational contributions, fundraising, grants), the amount and the status (e.g. secured, anticipated, unconfirmed).

Supporting Documents for All Grant Applications

a) Attach copies of the following:
    - An itemized budget identifying two quotes for how grant funds will be used (using the *Project Budget* form available on the City grant website);
    - Additional supporting information for the projected costs (e.g. workshop presenters quotes or 2 quotes from suppliers/trades); and
    - A timeline for completing the project and using the grant funds.

Additional Documentation to Support All Grant Applications

a) Documentation to demonstrate the need for funds (Examples include: a letter from the Board, a letter from a building consultant/inspector or an inspection report from Child Care Facilities Licensing, photographs of an item needing repair or replacement).
b) Two letters of support from parents, community partners or others are required. Please note letters from Board members or staff will not be accepted.

Terms and Conditions

The Terms and Conditions section of the grant application discusses the following expectations for grant applicants:

- Successful applicants must use the funds for the stated, approved purpose as outlined in the approval letter and within one year of approval. Should items change in price, or function, prior City approval is required.

- All grant recipients must provide a report documenting the use of the funds and the benefits received (at the latest, one year following receipt) through a Grant-Use Report on the online City grant system. Capital Grant Use reports must also include a photo of capital items and itemized receipts for all expenses.
- The grant received should be mentioned in any newsletter or related publicity published by the organization.
- Any grant applicant who is applying for new funding must submit a report documenting use of previously awarded funds before their current application can be considered.

Consent to these terms will be requested as part of the application process.

Review Process and Approval Process

Grant submissions are first reviewed by City staff to determine eligibility and completeness. The City of Richmond's Child Care Development Advisory Committee also reviews grant applications and makes recommendations to City Council. These are summarized into a report that is presented to Council for their consideration. All decisions concerning the approval of Child Care grants are made by Council. These decisions are final and there is no appeal process.

Application Deadlines and Decisions

The deadline for submitting a grant application will be determined annually. Late applications are not accepted. Please visit the City's grants website for more information on the grant program and important application deadlines:
www.richmond.ca/culture/citygrant

If you have questions or wish clarification on any aspect of the Child Care Grant Program Guidelines or the grant application, please contact Chris Duggan, (Manager, Community Social Development).

Chris Duggan
Manager, Community Social Development
City of Richmond – Community Social Development
Phone: 604-204-8621
E-mail: cduggan@richmond.ca

Appendix A: Grant Writing Tips and Frequently Asked Questions

Ensure the proposed project aligns with the information outlined in the Program Guidelines

- Read the Grant Program Guidelines carefully to make sure your organization and proposed grant purpose are eligible for a grant. Pay attention to what items are not eligible for funding. If you have questions or are unsure, reach out to the Grant Administrator early in the process.
- Attend the Grant Information Session and ask questions.

Writing Tips

- Think about the core purpose of your organization, program or project. Talk about what is unique about it, and how it impacts the community.
- Does your proposed grant align with the City's principles and objectives for the grant program? Find ways to highlight this in your application.
- Assume that whoever is reviewing your application is not familiar with your organization, program, service or project. The Grant Review Committees are comprised of staff from a variety of different departments, many of which are not involved with your field. Advisory Committee members, who are appointed from the community, may also be involved in the review and not be familiar with your work.
- Make sure your budget makes sense and supports the objective you are proposing to accomplish. Often, a realistic budget is more convincing than a disconnected one.
- Don't send unnecessary attachments. If an application contains a lot of unrelated or unconnected information, your relevant, important points will often get lost in the crowd.

Application Tips

- Write out your application answers and save them in a separate document or file. That way, if you lose internet connection or have issues with the online grant system, your work is saved.
- Save your work often!
- Do not open the submitted application from a previous year and the current application at the same time to copy information over. The system can behave unpredictably and may overwrite your data.
- Give yourself adequate time. If you can, start planning early. Rushing to complete an application right before the deadline can often lead to incomplete applications, mistakes or missed documents.
- Gather your supporting documents ahead of time, including budget, quotes (where needed) and required signatures.

Appendix B: City and Community Priorities

What is the Richmond Child Care Strategy 2024-2034?

The Richmond Child Care Strategy 2024–2034 is intended to identify, analyze and provide valuable insights into the current and future needs for child care in Richmond. Extensive engagement with the community, including online surveys, interviews, focus groups, committee presentations and outreach sessions, has helped to identify the key strengths, challenges and opportunities for the child care sector in Richmond and for the City.

The vision of this Child Care Strategy is that 'the community has access to a range of affordable, accessible, inclusive and quality child care options, that support and enhance child development, learning and growth and meets the needs of families who work or live in Richmond.' To address this vision, the Strategy prioritizes five strategic directions:

- Create and maintain child care spaces;
- Promote high quality, diversity, inclusivity and accessibility within the child care sector;
- Advocate for a universal and affordable child care system;
- Collaborate with stakeholders to address child care needs; and
- Increase education and information-sharing between the City of Richmond and child care stakeholders.

What is the Early Development Instrument?

The Early Development Instrument (EDI) is a population level monitoring tool that enables the community to understand the vulnerabilities of children in their kindergarten year at the community level. The questionnaire has 103 questions and measures five core areas of early child development that are known to be good predictors of adult health, education and social outcomes: social and emotional development, health and well-being, language and cognitive development and communication skills. In British Columbia, the Ministries of Children and Family Development, Education and Child Care and Health have funded the collection and use of the EDI for over 19 years.

EDI questionnaires are completed by kindergarten teachers from across British Columbia for all children in their classes. They are filled out in

February, after teachers have had the chance to get to know their students. This ensures that teachers are able to answer the questions knowledgeably.

The EDI is a population-level research tool. It measures developmental change or trends in populations of children at varied geographies: provincial, regional and neighbourhood. This allows us to see variations in children's vulnerability across time and location. Understanding how populations of children are doing allows program delivery organizations and policy makers to make informed decisions about investments in new or adapted programs and in broad policies that support children and families.

EDI data can provide insight into how Kindergarten children are doing and encourage discussions about the factors affecting children's early development in neighbourhoods across the province. The information from the EDI is used to increase awareness of the ways in which we can create environments in which all children can thrive and develop.

EDI data are collected in groups called waves. Each wave is comprised of data collected from several consecutive school years. Data is reported based on children's home postal codes and represents children attending public schools and participating independent and on-reserve schools. To access EDI Reports for Richmond, visit http://earlylearning.ubc.ca/maps/edi/sd/38/.

The EDI Wave 8 (2019–2022) data for Richmond shows that 39.7% of kindergarten children were on track in their overall development, 39.3 % were vulnerable on one or more EDI scales and 21.1% were in flux (neither vulnerable on any scale, nor on track on all).

The EDI found that Richmond had higher rates of vulnerability than the province overall on 2 critical EDI scales: Social Competence and Emotional Maturity.

What are Community Priorities?

The City will prioritize initiatives that support and respond to the opportunities, challenges and needs identified in both the Richmond Child Care Strategy 2024–2034 and the EDI Report for School District 38 (Richmond). This approach reflects the vision, principles and actions outlined in the Strategy and considers the most recent Early Development Instrument (EDI) data shared by the Human Early Learning Partnership (HELP) at UBC.

In relation to the EDI Report, current projects that support children's social competence and emotional maturity will be prioritized. These areas have been identified as the most significant vulnerabilities among children in Richmond and are recognized as key priorities for the community.

> **Social Competence** refers to children's overall social competencies, capacity for respect and responsibility, approaches to learning and readiness to explore new things. Children who are identified as vulnerable on this scale of the EDI are

more likely to have challenges getting along with other children on a regular basis and/or have difficulty following rules and class routines.

As with the rest of the province, the Social Competence vulnerability rate in Richmond increased significantly from 2004 (13%) to 2019 (16%). Vulnerability on this scale was highest in the Bridgeport - East Cambie (20%) and Blundell (17%) neighbourhoods. Although, both neighbourhoods saw a decrease in vulnerability from 2016 (26% and 21% respectively).

Emotional Maturity refers to children's prosocial and helping behaviours, as well as hyperactivity and inattention, and aggressive, anxious and fearful behaviours. Children who are vulnerable on this scale may experience challenges related to emotional regulation. They may have problems managing aggressive behaviour, be inattentive and impulsive, and/or be worried or anxious.

Provincially and locally, there was a significant and steady increase in the vulnerability rate for Emotional Maturity. The increase in vulnerability on this scale was the largest among all the EDI scales and, at a provincial level, constitutes a 49% increase since Wave 2 (2004–2007) (Human Early Learning Partnership, 2019). In Richmond, the Emotional Maturity vulnerability rate increased from 11% in 2004 to 17% in 2019. As with Social Competence, vulnerability on this scale was highest in the Bridgeport - East Cambie neighbourhood (22% in 2019).

*(Human Early Learning Partnership, 2020).

2026 Child Care Capital Grants Requests and Recommendations

APPLICANT NAME	2026 REQUEST	2026 RECOMMENDATION	APPLICATION SUMMARY	ATT. 4 PAGE #
Aspire Richmond	$7,500.00	$0.00	**Furnishings** This request is for additional dedicated storage cubbies for seasonal weather gear, such as rainwear and snow clothing to help with transitions to outdoor activities and promote organization. As a complete set of cubbies for the same purpose is already located in the room, this request duplicates existing equipment and is not required for compliance with the Child Care Licensing Regulation. Funding is not recommended.	1
Atira Women's Resource Society (River Run Early Care and Learning Centre)	$9,290.29	$9,049.34	**Furnishings** This request is for an infant and toddler loft/climber and a loft for children aged three to five to create safe, engaging and developmentally appropriate play and learning spaces in their child care program. Funding is recommended at the lowest quoted amount.	3
Atira Women's Resource Society (Willow Early Care and Learning Centre)	$9,290.29	$0.00	**Furnishings** This request is for an infant and toddler loft/climber and a loft for children aged three to five to create safe, engaging and developmentally appropriate play and learning spaces in their child care program. Funding is recommended for the organization to purchase one set of this equipment as outlined above that can ideally be rotated across the two sites. Funding is not recommended for a second set of identical equipment for Atira.	5
Connections Community Services Society	$12,926.44	$10,658.32	**Furnishings** Connections Community Services Society is requesting funding for new equipment and furnishings for their recently opened child care centre at Spul'u'Kwuks as well as their other three programs at Tait, Blundell and Cook Elementary. This request is to replace aging and damaged furniture, purchase child-friendly tables, chairs and storage units, and to purchase and upgrade program equipment. Connections Community Services Society is contributing $500.00 to this project. Funding is recommended for eligible items at the lowest quoted amount.	7
Little Wings Day Care Centre Society	$3,958.84	$3,908.88	**Furnishings** Little Wings is requesting furnishings for their infant and toddler programs including an indoor play kitchen, storage shelves, chairs and an outdoor easel for their playground. Funding is recommended at the lowest quoted amount.	9

APPLICANT NAME	2026 REQUEST	2026 RECOMMENDATION	APPLICATION SUMMARY	ATT. 4 PAGE #
Richmond City Centre Community Association	$9,055.32	$6,775.26	**Equipment** This request is for new furnishings to replace old, broken and no longer functioning equipment. This includes an easel, play kitchen, light table, water table, carpet, bike and vinyl blocks. Richmond City Centre Community Association is contributing $500.00 to this project. Funding is recommended for eligible items at the lowest quoted amount.	10
Richmond Jewish Day School Society of British Columbia	$5,080.00	$5,080.00	**Playground Improvements** Richmond Jewish Day School's Early Learning Centre is requesting a new washer and dryer set, and a fridge/freezer. Their current appliances, which were donations and already aging, are no longer functioning properly. Richmond Jewish Day School is contributing $250.00 to this project. Funding is recommended.	12
Steveston Community Society	$4,788.98	$4,023.25	**Equipment** Steveston Community Society is requesting new equipment to replace old furniture including a new mobile cabinet and block set, acrylic mirror and carpet. Steveston Community Society is contributing $200.00 to this project. Funding is recommended for eligible items at the lowest quoted amount.	14
Thompson Community Association	$6,800.00	$6,800.00	**Furnishings** Thompson Community Association is requesting the installation of cubbies inside their preschool classroom. Having cubbies inside the classroom will support supervision of children, as their storage space for personal belongings is currently located outside the classroom. Funding is recommended for the required amount.	16
Total	**$68,690.16**	**$46,295.05**		

Total 2026 Child Care Grants Requests and Recommended Totals				
	Amount Available	**Requested**	**Recommended**	**Balance remaining**
Capital Grants	$50,000.00	$68,690.16	$46,295.05	$3,704.95
Professional & Program Development Grants	$10,000.00	$0.00	$0.00	$10,000.00
Total	**$60,000.00**	**$68,690.16**	**$46,295.05**	**$13,704.95**

Richmond
City of Richmond, British Columbia, Canada

Society: Aspire Richmond

Title: Storage space project

Amount: $7,500.00

Purpose: Furnishings

Seedlings Early Childhood Hub, established in 2022, offers an inclusive daycare program with 25 child care spaces. The children enrolled at Seedlings Daycare represent a range of abilities, with some requiring mobility equipment to support their daily activities. The daycare occupies the full length of the south-facing side of the building. Children access the outdoor play area through east-facing doors, while their personal cubbies used to store belongings are located across the room near the main entrance of the classroom. To better support both children and educators, the addition of dedicated storage for seasonal weather gear, such as rainwear and snow clothing, would be highly beneficial. This enhancement would promote greater organization and accessibility, particularly during transitions to outdoor activities.

Service Delivery Benefits:

This storage enhancement in the Daycare classroom will directly improve child care service delivery by, creating organized and accessible storage that will streamline transitions, reduce clutter, and support a more efficient and nurturing learning environment. Educators will spend less time managing gear and more time engaging with children. All children will benefit from clearly designated, reachable storage areas that accommodate clothing and equipment, promoting independence and dignity. By ensuring all children have equal access to appropriate outdoor gear, regardless of ability, the program reinforces its commitment to inclusive practices and equitable participation in outdoor activities. Efficient storage will help maintain the integrity and longevity of shared gear, allowing the educators to support more children with appropriate clothing resources during inclement weather. This storage will strengthen Seedlings' ability to deliver high-quality, inclusive child care and ensure that all children can safely and comfortably participate in outdoor learning experiences year-round.

Beneficiaries:

The grant funding will benefit a wide range of people connected to Seedlings Daycare, both now and in the future. Specifically: • All currently enrolled children (25 in total), who will experience improved accessibility, organization, during daily transitions and outdoor activities. • Educators working at Seedlings Daycare, who will gain practical support through enhanced storage solutions, allowing them to focus more on quality interactions and inclusive programming. • Practicum students, who will benefit from a well-equipped and thoughtfully organized learning environment that models best practices in early childhood education. • Future children, educators, and practicum students, as the improvements funded by the grant will have lasting impact on the quality and inclusivity of the daycare space.

Partners (if applicable):

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$12,500.00	Health, Social & Safety
2025	$4,700.00	Child Care Capital Grant
2024	$14,262.00	Child Care Capital Grant
2023	$10,000.00	Child Care Capital Grant
2023	$1,606.88	Child Care Professional & Program Development Grant

Richmond
City of Richmond, British Columbia, Canada

Society: Atira Women's Resource Society

Title: River Run ECLC Loft Additions

Amount: $9,290.29

Purpose: Furnishings

The purpose of this grant is to enhance the quality, accessibility, and inclusivity of our childcare program by purchasing an infant and toddler loft and a loft for children ages three to five. These resources will be used to create safe, engaging, and developmentally appropriate play and learning spaces that foster exploration, imaginative play, social interaction, and cognitive development. Specifically, the infant and toddler loft will support the needs of children under three, providing a secure environment for physical activity, problem-solving, and early social skills. The loft for ages three to five will offer preschool-aged children opportunities for cooperative play, creativity, and confidence-building. The funds will directly enhance program delivery by improving classroom infrastructure, supporting staff in providing high-quality care, and creating inclusive environments that accommodate diverse learning needs and abilities. Ultimately, this investment strengthens the overall quality of care, supports children's development and learning, and aligns with the City of Richmond's priorities to provide safe, inclusive, and high-quality childcare options for families.

Service Delivery Benefits:

The grant funds will be used to purchase an infant and toddler loft and a loft for children ages three to five, which will directly enhance the quality of our childcare services. These lofts create safe, engaging, and developmentally appropriate play and learning spaces that encourage exploration, imaginative play, and social interaction. By enriching the classroom environment, the lofts support children's cognitive, social, and emotional development, while also improving inclusion by providing varied learning opportunities that meet the needs of children with different abilities and learning styles. This investment strengthens the overall quality of care and ensures our program continues to offer accessible, nurturing, and stimulating experiences for all children.

Beneficiaries:

If received, this grant will benefit the children enrolled in our childcare program, their families, and the staff who support them. The infant and toddler loft will serve 12 children under three, while the loft for ages three to five will benefit 17 preschool-aged children. In total, the investment will enhance 2 classrooms, supporting 15 early childhood educators in delivering high-quality care. Families will also benefit from the enriched learning environment, knowing their children are engaging in safe, developmentally appropriate play that supports school readiness and overall well-being.

Partners (if applicable):

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,232.22	Child Care Capital Grant
2025	$9,777.86	Child Care Capital Grant
2023	$3,911.79	Child Care Capital Grant

Society: Atira Women's Resource Society

Title: Willow ECLC Loft Installation

Amount: $9,290.29

Purpose: Furnishings

The purpose of this grant is to enhance the quality, accessibility, and inclusivity of our childcare program by purchasing an infant and toddler loft and a loft for children ages three to five. These resources will be used to create safe, engaging, and developmentally appropriate play and learning spaces that foster exploration, imaginative play, social interaction, and cognitive development. Specifically, the infant and toddler loft will support the needs of children under three, providing a secure environment for physical activity, problem-solving, and early social skills. The loft for ages three to five will offer preschool-aged children opportunities for cooperative play, creativity, and confidence-building. The funds will directly enhance program delivery by improving classroom infrastructure, supporting staff in providing high-quality care, and creating inclusive environments that accommodate diverse learning needs and abilities. Ultimately, this investment strengthens the overall quality of care, supports children's development and learning, and aligns with the City of Richmond's priorities to provide safe, inclusive, and high-quality child care options for families.

Service Delivery Benefits:

The grant funds will be used to purchase an infant and toddler loft and a loft for children ages three to five, which will directly enhance the quality of our childcare services. These lofts create safe, engaging, and developmentally appropriate play and learning spaces that encourage exploration, imaginative play, and social interaction. By enriching the classroom environment, the lofts support children's cognitive, social, and emotional development, while also improving inclusion by providing varied learning opportunities that meet the needs of children with different abilities and learning styles. This investment strengthens the overall quality of care and ensures our program continues to offer accessible, nurturing, and stimulating experiences for all children.

Beneficiaries:

If received, this grant will benefit the children enrolled in our childcare program, their families, and the staff who support them. The infant and toddler loft will serve 12 children under three, while the loft for ages three to five will benefit 12 preschool-aged children. In total, the investment will enhance 2 classrooms, supporting 12 early childhood educators in delivering high-quality care. Families will also benefit from the enriched learning environment, knowing their children are engaging in safe, developmentally appropriate play that supports school readiness and overall well-being.

Partners (if applicable):

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,232.22	Child Care Capital Grant
2025	$9,777.86	Child Care Capital Grant
2023	$3,911.79	Child Care Capital Grant

Society: Connections Community Services Society

Title: Connections Kids Club

Amount: $12,926.44

Purpose: Furnishings

The purpose of this grant is to enhance the quality, safety, and overall environment of our Connections Kids Club – Before and After School Care Program and Childcare Centre. The funding will be used to update furnishings, replace damaged or worn equipment, and purchase essential program materials and supplies that support both safety standards and the developmental needs of children in our care. With our program sites now operating at full capacity (24 children per location) and the recent opening of a new Childcare Centre at Spul'u'kwuks Elementary, there is a growing need for additional equipment and furnishings to ensure a safe, comfortable, and engaging learning environment. Specifically, the funds will be allocated toward: • Replacing aging and damaged furniture to meet current safety standards. • Purchasing child-friendly tables, chairs, and storage units to create a more functional and organized space. • Acquiring new educational and recreational materials to enhance play-based learning. • Upgrading program equipment to support both indoor and outdoor activities. These improvements will directly benefit the children by creating a safe, welcoming, and developmentally appropriate environment, supporting their physical, social, and emotional well-being, while also enhancing the overall quality and sustainability of the program.

Service Delivery Benefits:

The grant will be used to enhance childcare service delivery across all four licensed Connections Kids Club sites by improving the quality, safety, comfort, and inclusiveness of our childcare environments. The funding will allow us to replace aging or damaged equipment, upgrade furnishings, and purchase essential materials that promote a safe, hygienic, and engaging learning space for children. These upgrades will help ensure that all program areas meet the highest standards of safety, cleanliness, and functionality, in line with childcare licensing requirements. By improving the physical environment, we will enhance the overall quality of care—providing children with well-maintained spaces that encourage creativity, learning, and positive social interactions. The improvements will also increase accessibility and inclusion by creating welcoming, comfortable spaces that support children of all backgrounds, including those from vulnerable or low-income families. Furthermore, upgraded resources will allow staff to deliver more diverse, developmentally appropriate activities, ensuring that every child feels safe, supported, and engaged. Ultimately, this project will strengthen our ability to provide high-quality, equitable childcare services that foster belonging and well-being for all children and families we serve.

Beneficiaries:

The primary beneficiaries of this grant will be the children and families served through our four licensed Connections Kids Club sites and the newly opened Childcare Centre at Spul'u'kwuks Elementary. Collectively, these programs support more than 90 children and their families each year, providing essential before- and after-school care for working parents. The funding will directly improve the safety, comfort, and cleanliness of our childcare environments—ensuring that every child enjoys a nurturing, stimulating space where they can learn, play, and grow. A safe and welcoming environment is especially crucial for children from vulnerable or low-income families, who may face additional barriers to accessing high-quality childcare. Beyond benefiting the children, the improvements will also support our dedicated team of our childcare staff by giving them access to better equipment, ergonomically designed furniture, and more efficient workspaces. This will enable them to perform their duties more effectively and comfortably, ensuring that each child receives the highest standard of care. In turn, families will experience greater peace of mind knowing that their children are cared for in a safe, well-equipped, and professionally managed environment—allowing parents to focus on work and other responsibilities with confidence. Ultimately, this grant will strengthen the entire childcare ecosystem at Connections Kids Club by enhancing program quality, supporting staff well-being, and improving outcomes for children and families across the Richmond community.

Partners (if applicable):

At this stage, we are actively seeking additional funding and in-kind sponsorship from local businesses, private merchants, and community partners to further support this initiative. These potential partners may contribute through donations of furniture, equipment, or program materials, as well as financial sponsorships to enhance the quality and safety of our childcare environments.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$14,334.00	Health, Social & Safety
2024	$3,015.44	Child Care Capital Grant
2024	$14,039.20	Health, Social & Safety

Society: Little Wings Day Care Centre Society

Title: Little Wings Infant Toddler Furnishings

Amount: $3,958.84

Purpose: Furnishings

The purpose of this grant is to use the funds to purchase furnishings for our infant and toddler programs that include a play kitchen along with some storage units and an outdoor easel for our playground.

Service Delivery Benefits:

The benefits of playing with an indoor kitchen and outdoor easel include social/emotional intelligence, cognitive/language skills, as well as fine motor/gross motor skills. We believe these two play structures will enhance quality learning opportunities for the children at Little Wings by allowing them to participate in role playing and using their imagination. They will be able to engage in social interactions and sensory experiences while using their fine motor skills. The requested new storage units will assist the teachers with being able to have toys easily accessible to the play areas while not creating visual clutter that could be overly stimulating for some of our children who require extra support.

Beneficiaries:

This grant will directly benefit 49 children on a daily basis along with 13 teachers. These funds will allow us to purchase quality items that will last for many years to be enjoyed by many families.

Partners (if applicable):

We have many fundraisers throughout the year that our families and community members participate in. We also receive generous donations from companies on Sea Island, along with many individual families.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$4,294.02	Child Care Capital Grant
2024	$3,243.09	Child Care Capital Grant
2023	$4,226.41	Child Care Capital Grant

Richmond
City of Richmond, British Columbia, Canada

Society: Richmond City Centre Community Association

Title: Lang Centre - Grant Application

Amount: $9,055.32

Purpose: Furnishings

Reasons for Grant Request Easel: Our current easel has been heavily used over the years and is now covered in layers of paint. The clips are outdated and broken, making it difficult for children to secure their artwork properly. A new easel would provide a clean, functional, and safe space for children to express their creativity and engage in art-based learning experiences. Kitchen Area: The kitchen cabinet is broken and unstable, often falling apart after only a few uses—even after being repaired. For safety, it now remains taped up as a temporary measure. This poses a safety concern for both staff and children. Replacing it would create a safer, more organized environment and allow us to properly store materials to support cooking and food-preparation activities that build important life skills. Light Table: Our current light table is outdated and no longer functioning. Even after repairs and a cord replacement, it continues to break easily. A new, reliable light table would enhance sensory and exploratory play, allowing children to engage in hands-on learning experiences that explore light, color, and shadow in creative ways. Water Table: The wood on our water table has swollen and warped over time, and the attached hose has become dirty and difficult to clean. Although it remains one of the most loved and frequently used items, its current condition gives an unpleasant appearance to families because of the “rotting” wood. Water play is an essential sensory activity that supports science learning, social interaction, and fine motor development. A new water table would ensure that children can safely explore and learn through play in a clean, durable, and hygienic environment. Carpet: Our current carpet has served our classroom for many years and has been through countless preschool activities and accidents—including spills, dirt, and playdough. We would like to replace it with a new, nature-inspired rug that creates a calm, welcoming, and aesthetically pleasing environment for the children, contributing to both comfort and classroom atmosphere. Bikes: Many of our children enjoy biking together outdoors, but with limited bikes available, not everyone gets a turn. Adding another bike would promote inclusion and ensure that more children can participate at once. It would also support physical activity, coordination, and cooperative play, helping children develop gross motor and social skills through shared outdoor experiences. Soft Blocks: We would like to add more soft blocks so that our children have access to the same variety of materials available at other center locations. Soft blocks encourage imaginative play, problem-solving, and teamwork while providing a safe option for building and gross motor exploration.

Service Delivery Benefits:

The funds will be used to enhance the quality, accessibility, and inclusion of our preschool program by adding new equipment that supports children's growth and development. An easel, light table, and water table will provide opportunities for creative expression, sensory exploration, and STEM-based play. A new carpet will create a safe, welcoming gathering space that fosters group learning and inclusion. The upgraded play kitchen will encourage imaginative play, collaboration, and social-emotional skill building. Finally, the addition of a bike will promote physical activity, gross motor development, and outdoor play, ensuring children have a well-rounded and engaging learning experience. Together, these improvements will strengthen the preschool environment, making it more dynamic, inclusive, and responsive to children's diverse needs.

Beneficiaries:

Children, staff and families who attend programs at Lang Centre will benefit from these upgrades to our furnishings. This includes 5 staff, approximately 30 children and their families. In addition, preschoolers who attend our licensed preschool day camps during winter, spring and summer breaks will also benefit and use these resources.

Partners (if applicable):

Richmond City Centre Community Association-contributing $500

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	$1,000.00	Parks, Recreation & Community Events

Richmond
City of Richmond, British Columbia, Canada

Society: Richmond Jewish Day School Society of British Columbia

Title: Large Appliance Replacements

Amount: $5,080.00

Purpose: Equipment

The purpose of this grant application is to enhance the RJDS Early Learning Centre by replacing aging, donated appliances that are essential to the daily operation of our programs. The funds will be used to purchase a new washer and dryer set, as well as two new refrigerator/freezer units. These upgrades will ensure that our child care programs continue to run safely, efficiently, and reliably.

Service Delivery Benefits:

Our current washer and dryer were donated when the centre opened and were already used and aging at that time. The dryer's timer no longer functions, which requires staff to monitor and manually shut it off before closing each day, even if loads are not fully dry. Parts have already been replaced due to wear and age. Since both appliances are used daily, exclusively by the child care programs, their reliability is essential for maintaining hygiene and meeting licensing and health standards. Each of the early learning classrooms also depends on a fridge/freezer for safe food storage. One unit was donated at opening and is of unknown age, while the other was donated many years ago and used for decades by the school before the ELC opened, and now leaks water regularly. Replacing these with new, energy-efficient models will reduce the risk of food spoilage, increase safety, and improve overall reliability and functionality. Together, these upgrades will allow educators to focus on programming and child engagement rather than managing equipment issues, strengthening the consistency and quality of care provided each day.

Beneficiaries:

The grant funds and the replacement of these aging appliances would directly benefit the children, educators, and families in our child care programs, particularly in our "Under 36 Months" and "30 Months to School-Age" programs. The improvements will support cleaner, safer, and more efficient operations, ensuring that important supplies and food items are handled in sanitary and reliable conditions.

Partners (if applicable):

If unexpected additional costs arise, we will rely on the support of our parent community to assist with delivery or installation tasks and may organize a small fundraiser to help cover any shortfall. We are committed to completing this necessary project, as the reliability of these appliances is essential to maintaining daily operations. However, with limited flexibility in our operating budget, additional costs would present a challenge, and community support would be critical in ensuring the project's

completion. We will attempt to sell the old appliances for some additional revenue, if any of them are still functional.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$5,053.05	Child Care Capital Grant
2024	$4,693.16	Child Care Capital Grant
2023	$4,810.55	Child Care Capital Grant

Richmond
City of Richmond, British Columbia, Canada

Society: Steveston Community Society

Title: Steveston Preschool Transition

Amount: $4,788.98

Purpose: Equipment

The purpose of our grant application is to obtain funds that can be used to purchase high quality, safe and sturdy equipment. This will improve and enhance the delivery of our licensed preschool programs and serve the community at hand in Steveston. The existing Steveston Community Centre building is set to close on December 1, 2025. The new Steveston Community Centre building is to be completed in the Fall of 2026. Our Preschool programs will relocate to a portable building in the East Hope Parking Lot in the interim until the new community centre is ready for occupancy. This school year is a transition year for our programs where we will be transitioning from the old building to the new building. In this transition year, we are running one licensed preschool program called Steveston Preschool and one Time for Twos program. A significant portion of the old furniture will not be relocated to either the temporary portable building or the new facility - highlighting the need to purchase new equipment that can serve us during the transition and that we can take to the new facility. Due to the COVID-19 pandemic and many centres in our area offering full-day child care, registration in our preschool programs in the past five years has been lower than normal. We reduced our preschool offerings from two to one licensed preschool this school year. This led to budget constraints that affected our ability to purchase new equipment. Through the City of Richmond Child Care Grant, if received, we will be able to purchase new equipment to use in our licensed preschool programs. This can ensure that the children in our program have access to quality, safe and sturdy equipment. This will improve and enhance the quality of our programs and hopefully attract more families to join our programs and boost our enrollment.

Service Delivery Benefits:

These funds will help us purchase high quality, sturdy and safe equipment, which will in turn, enrich our community's experience in our licensed preschool program. The requested equipment: Carpets for Kids, Childcraft mobile cabinet and block set and the Childcraft 2-position Acrylic Mirror will improve the quality of materials being offered in the preschool program. The new equipment will be replacing the existing well-loved but worn equipment that has been in the program for many years. The Carpet for Kids is a versatile gathering space for all children in the program. A safe space for all abilities to rest, recharge, create, brainstorm or just be. The carpet increases warmth, comfort and is a soft spot in the classroom. Carpets also reduce noise in the room by absorbing noise and brightening up the room at the same time through its design and print. The Childcraft 2-position acrylic mirror is a durable material that is used by everyone in the program for imaginative play, emotional regulation and self-awareness.

A game called “Mirror Mirror” for imitation and “Emotions Detective” are some games that can be played for emotion recognition and awareness. The Childcraft mobile cabinet and block set is readily available in the program by simply rolling it to the desired location and children can engage with it. Block sets improve hand-eye coordination, fine motor skills and spatial reasoning of where and why objects are placed, how shapes and sizes fit or do not fit together while building. The requested equipment will provide more opportunities for our preschoolers to learn through play. The children in our care benefit greatly from imaginative play and are learning to use open-ended materials. All the equipment mentioned would be used on a daily basis throughout the current school year and years to come. These pieces of equipment will enhance our participants’ learning and experience in our programs through countless open-ended play experiences.

Beneficiaries:

Approximately 20 to 35 preschoolers aged 3 to 5 years old in our community who attend our licensed school year preschool program will benefit from this grant, if received. Another approximately 50 to 60 preschoolers aged 3 to 5 years old who attend our licensed daycamp programs offered in winter, spring and summer will also benefit from this grant, if received. The future participants of the Preschool programs will benefit from this high quality and sturdy equipment as well.

Partners (if applicable):

Steveston Community Society budgets for, funds and operates the Steveston Community Centre - Preschool. The Society will be responsible for any additional costs or purchases related to the project.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,264.53	Child Care Capital Grant
2024	$3,629.65	Child Care Capital Grant
2023	$5,673.58	Child Care Capital Grant

Richmond
City of Richmond, British Columbia, Canada

Society: Thompson Community Association

Title: Preschool Cubbies

Amount: $6,800.00

Purpose: Furnishings

The purpose of this grant is to enhance the learning environment and daily routines within our preschool classroom by installing secure, developmentally appropriate cubbies inside the classroom. This project is designed to improve safety (reduce flight risk / ease of monitoring children), organization, and the overall quality of the preschool experience for our students. Currently, storage space for personal belongings is located outside the classroom, which can lead to several challenges, including crowded hallways, decreased supervision during transitions, and disruptions to the flow of the day. By relocating storage into the classroom, we aim to create a more structured, secure, and student-centered environment that supports both learning and independence. In addition, the current cubbies are the original ones installed since the preschool opened, and are experiencing considerable wear and tear (water damage, cracks, etc). Grant funds will be used to: - Purchase high-quality, child-sized cubbies: Each child will have an individual cubby promoting personal responsibility and organization. - Cover installation and setup costs: To ensure the cubbies meet licensing requirements and are fully integrated into the classroom space. - Enhance classroom SAFETY and supervision: With cubbies inside the room, teachers can maintain direct oversight of students during arrival, transitions, and dismissal, reducing hallway congestion and ensuring a safer environment.

Service Delivery Benefits:

In a preschool environment, having cubbies located inside the classroom—rather than in the hallway—supports safety, organization, and the development of important early learning skills. Cubbies provide each child with a clearly defined personal space for belongings such as backpacks, coats, and comfort items. When these storage spaces are inside the classroom, teachers can closely supervise children during arrival, transitions, and dismissal, ensuring that personal items are secure and that children remain safe and accounted for. Having cubbies in the classroom also helps create smooth and calm daily routines. Preschoolers can unpack and pack up their belongings independently with gentle guidance, building early self-help skills, responsibility, and confidence. Because the cubbies are nearby, children can easily access needed items (such as change of clothing, snack or water bottle) without leaving the learning environment, reducing disruptions and maximizing instructional and play time. Additionally, in-class cubbies contribute to a warm, welcoming atmosphere. Personal spaces help children feel a sense of belonging and ownership in the classroom, which is essential for their emotional security and readiness to learn. By keeping the hallway clear, this design also reduces congestion and noise, creating a calmer, safer school environment overall. In short, in-class cubbies

support preschoolers' independence, strengthen classroom routines, enhance safety, and foster a nurturing, organized learning space.

Beneficiaries:

This grant will directly benefit our entire preschool community, including students, families, and staff. - Students: The children enrolled in our program will benefit from having individual, accessible cubbies inside the classroom. These cubbies will support students' growing independence, organizational skills, and sense of belonging. Children will experience smoother daily transitions and increased safety as personal belongings are stored within the supervised classroom environment. - Families: Having clearly designated storage for each child creates a more organized and predictable arrival and dismissal process, reducing confusion and lost items. Families can trust that their child's personal items are safe and easily accessible throughout the day. - Staff: Teachers and support staff working in the preschool program will experience more efficient classroom management and improved supervision during daily routines. With cubbies inside the classroom, educators can maintain better oversight of students, spend less time managing hallway congestion, and focus more on the program and student engagement. This grant will be a long-term investment that positively impacts the entire preschool community by improving safety, organization, and daily routines, creating a more nurturing and effective learning environment for both current and future students.

Partners (if applicable):

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$14,263.57	Child Care Capital Grant

City of Richmond

Report to Committee

To:	Finance and Audit Committee	**Date:**	January 8, 2026
From:	Mike Ching, CPA, CMA Director, Finance	**File:**	03-0900-01/2025-Vol 01
Re:	**Revenue Anticipation Borrowing (2026) Bylaw No. 10738**		

Staff Recommendation

That Revenue Anticipation Borrowing (2026) Bylaw No. 10738 be introduced and given first, second and third readings.

Mike Ching, CPA, CMA
Director, Finance
(604-276-4137)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Law	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	

8267465

Staff Report

Origin

The City of Richmond (the City) maintains a credit facility agreement with its bank, which includes: (i) $15,000,000 in standby letters of credit, demand promissory notes or bank overdraft; (ii) $4,500,000 in leasing lines of credit; and (iii) $2,000,000 in commercial card credit facility. The purpose of this report is to seek Council's approval and authorization of the proposed Revenue Anticipation Borrowing (2026) Bylaw No. 10738.

This bylaw requires annual review and adoption in accordance with Section 177 of the *Community Charter*.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*
>
> *4.1 Ensure effective financial planning to support a sustainable future for the City.*

Analysis

The City continues to maintain a sound financial position with access to cash and liquid investments to meet its financial obligations. Consistent with ongoing practice, it is prudent for the City to maintain an adequate level of credit facility as a contingency plan in the event that the City requires bridge funding to meet current lawful expenditures and obligations.

The credit facilities were created only as safety measures and have never been utilized, except for the commercial credit card facility that is always repaid monthly without any interests.

The City's Credit Facility Agreement

$15,000,000 Standby Letters of Credits/Demand Promissory Notes/Bank Overdraft

- The purpose of the operating line of credit is to ensure that the City has a secondary source of credit in place to protect its bank accounts from the unlikely event of going into an overdraft position.
- Staff regularly monitor the City's cash flow position to prevent the possibility of having to draw down on the credit facility. The credit facility has never been utilized by the City since the original credit facility agreement was established in year 2000.

$4,500,000 Leasing Lines of Credit

- The purpose of the leasing lines of credit is to ensure that a leasing facility is available in the event it is required.

$2,000,000 Commercial Credit Card Facility

- The purpose of the commercial credit card facility is to provide a convenient and cost-effective method of procuring and paying for low value goods and services.

The credit facilities are offered to the City by its bank at no charge unless they are being drawn upon. The following table summarizes the interest rates under the City's existing credit facility agreement:

	Operating Lines of Credit	Leasing Lines of Credit	Commercial Credit Card
Interest Rate	Scotiabank's prime lending rate minus 0.50%	Scotiabank's leasing base rate plus 0.60%	Scotiabank's prime lending rate plus 12% on overdue balance

The current bank's prime lending rate at the time of this report is 4.45%.

Proposed Revenue Anticipation Borrowing (2026) Bylaw No.10738

The proposed Revenue Anticipation Borrowing (2026) Bylaw No.10738 does not automatically result in any borrowing upon adoption.

The purpose of maintaining these credit facilities is to ensure that they will be available in the event that funds are required to meet short-term operational cash flow needs. Should any of these credit facilities be utilized resulting in the City incurring interest charges for a consecutive period of more than two weeks, staff will inform Council of such financial activity.

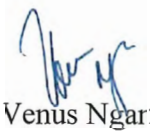
The Revenue Anticipation Borrowing Bylaw is required to be adopted annually by Council. Annually, the bank reviews the credit facility agreement with the City to evaluate the optimal level of credit facility balances to maintain. There was no change made to the credit facility agreement during the recent annual review process.

Financial Impact

None.

Conclusion

Staff recommend that the Revenue Anticipation Borrowing (2026) Bylaw No. 10738 be introduced and given first, second and third readings.



Venus Ngan, CPA, CA
Manager, Treasury and Financial Services
(604-276-4217)

8267465

City of Richmond

Bylaw 10738

REVENUE ANTICIPATION BORROWING (2026) BYLAW NO. 10738

The Council of the City of Richmond enacts as follows:

1. Council shall be and is hereby empowered and authorized to borrow upon the credit of the City, from a financial institution, a sum not exceeding $21,500,000 at such times as may be required.

2. The form of obligation to be given as acknowledgement of the liability shall be $15,000,000 in the form of standby letters of credit, demand promissory notes or bank overdraft, $4,500,000 in the form of leasing lines of credit, and $2,000,000 in the form of commercial credit card facility.

3. All unpaid taxes and the taxes of the current year (2026) when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

4. Revenue Anticipation Borrowing (2025) Bylaw No. 10632 is hereby repealed.

5. This Bylaw is cited as **"Revenue Anticipation Borrowing (2026) Bylaw No. 10738".**

FIRST READING _____

SECOND READING _____

THIRD READING _____

ADOPTED _____

CITY OF RICHMOND
APPROVED for content by originating dept.
VN
APPROVED for legality by Solicitor
BRB

_____
MAYOR

_____
CORPORATE OFFICER

8267455

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	January 15, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	08-4055-01/2025-Vol 01
Re:	**Richmond Seniors Advisory Committee 2025 Annual Report and 2026 Work Program**		

Staff Recommendations

1. That the Richmond Seniors Advisory Committee's 2025 Annual Report, as outlined in the report titled, "Richmond Seniors Advisory Committee 2025 Annual Report and 2026 Work Program", dated January 15, 2026, from the Director, Community Social Development, be received for information; and

2. That the Richmond Seniors Advisory Committee's 2026 Work Program be approved.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Recreation and Sport Services	☑	Wayne Craig
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	Serena.

8255327

Staff Report

Origin

The Richmond Seniors Advisory Committee (RSAC) was formed in 1991 to act as a resource, provide advice to Council and support and enhance the health and well-being of the seniors population living in Richmond. This report presents the committee's 2025 Annual Report for information and 2026 Work Program for approval.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

This report supports the City of Richmond's Building Our Future Together: Social Development Strategy (2025–2035) Strategic Direction #4 Strengthen Community Voice and Engagement:

> *4.3 Encourage and support people with different and relevant experiences, skills and backgrounds to participate in City advisory committees and collaborative tables.*

This report also supports the Seniors Strategy (2022–2032) Strategic Direction #4 Education and Understanding about Healthy Aging:

> *4.3 Facilitate ongoing dialogue and engagement opportunities with seniors through accessible platforms and communication methods to seek feedback on issues and opportunities related to healthy aging.*

Analysis

The RSAC provides advice to the City on matters that support the health and well-being of seniors in Richmond. The committee also provides input on the implementation of the City's Seniors Strategy (2022–2032).

2025 Annual Report

Activities undertaken by the RSAC are outlined in the 2025 Annual Report (Attachment 1). Highlights of these activities are as follows:

- Supporting the Richmond Seniors Strategy (2022–2032) implementation by reviewing the Seniors Strategy Highlights Report 2023–2024 and providing input on priorities, as well as a RSAC member participating on the Seniors Strategy Working Group;

- Approving the motion recommending that the City apply for membership in the WHO Global Network for Age-Friendly Cities and Communities and providing a letter of support for inclusion in a staff report recommending the same, which was endorsed by City Council on November 24, 2025;

- Learning about and providing feedback on seniors programs and services delivered by the City and Community Associations and Societies through the monthly reports presented by the Minoru Centre for Active Living liaison; and

- Providing input to inform City policy development through engagement opportunities for the Building Our Future Together: Social Development Strategy (2025–2035), the Official Community Plan Targeted Update, the Community Wayfinding Strategy and the Economic Development Strategy.

2026 Work Program

The 2026 Work Program (Attachment 2) was discussed at the RSAC meeting held on December 10, 2025. The proposed priorities for 2026 include:

- Acting as a resource to the City by providing recommendations and perspectives on issues related to seniors in Richmond;

- Inviting guest speakers to present on emerging seniors-related trends as well as programs, services and initiatives that support the health and well-being of seniors in order to build RSAC members' capacity to provide advice to the City;

- Supporting the implementation of the Richmond Seniors Strategy (2022–2032); and

- Participating in and promoting opportunities that focus on issues impacting Richmond seniors and encouraging seniors to participate in engagement opportunities led by the City.

In 2026, the RSAC will continue to meet to discuss seniors-related matters, advise Council and staff as necessary and provide a seniors' perspective on City policies, plans and initiatives that impact seniors' health and well-being, as requested.

Financial Impact

None.

Conclusion

The 2025 Annual Report highlights the committee's activities that were undertaken by the RSAC in 2025. The proposed 2026 Work Program outlines key priorities for the coming year to provide advice to the City on matters that impact the health and well-being of seniors in Richmond and continue to support the implementation of the City's Seniors Strategy (2022–2032). It is recommended that the RSAC 2025 Annual Report be received for information and the 2026 Work Program be approved.

Niloofar Hedayati
Planner 1 (Seniors)
(604-276-4175)

Att. 1: Richmond Seniors Advisory Committee 2025 Annual Report
2: Richmond Seniors Advisory Committee 2026 Work Program

Richmond Seniors Advisory Committee
2025 Annual Report

Purpose

The Richmond Seniors Advisory Committee (RSAC) serves as a resource and provides advice to Council and City departments to support and enhance the health, well-being and quality of life of Richmond residents 55 years and over. The RSAC shares the Richmond Seniors Strategy (2022–2032) vision that seniors living in Richmond are safe, respected, healthy and engaged in their community.

This Annual Report serves as a summary of the RSAC's key activities from the 2025 calendar year.

2025 Membership

In 2025, RSAC consisted of 11 citizens and five organizational representatives.

Citizen Appointees

- Arnold Abramson, Citizen Member
- Penny Chan, Citizen Member
- Zarina Chan, Citizen Member
- Frank Deyell, Vice-Chair
- Nina Graham, Citizen Member
- Diana Leung, Chair
- Ihsan Malik, Citizen Member
- Sheilah Marcelino, Citizen Member
- Christopher Mok, Citizen Member
- David Richardson, Citizen Member
- Kanwarjit Sandhu, Citizen Member

Organizational Representatives

- Munjeet Booton, Minoru Seniors Society
- Queenie Choo, S.U.C.C.E.S.S.
- Monique Davidson, Vancouver Coastal Health
- Carol Dickson, Richmond Cares, Richmond Gives
- Tom Tang, Richmond Centre of Disability

Non-voting City of Richmond Representatives:

- Councillor Carol Day, Council Liaison
- Niloofar Hedayati, Planner 1 (Seniors), Staff Liaison
- Sean Davies, Coordinator, Leisure Services - Seniors, Minoru Centre for Active Living

Meetings

The RSAC held ten in-person meetings in 2025. These sessions featured presentations from City staff and community organizations on topics relevant to Richmond's seniors, including City and community programs and support services. Members discussed emerging seniors' issues and provided advice on initiatives affecting seniors.

2025 Highlights

In 2025, the RSAC continued to align its work program and discussions with the Council-adopted City's Seniors Strategy (2022–2032), supporting initiatives that promote inclusion, accessibility and aging well in place. To further support this alignment, a representative from RSAC participated as a member of the Seniors Strategy Working Group.

Highlights of the RSAC's work and participation in seniors-related initiatives in 2025 included:

- **Guest Presentations:** The RSAC invited presentations from a variety of speakers in 2025, including:
    - Sherry Baumgardner, Economic Development Office, City of Richmond, on Draft Community Wayfinding Strategy;
    - Habib Chaudhury and Kishore Seetharaman, from the Gerontology Department at Simon Fraser University, on Dementia-Inclusive Streets and Community Access, Participation and Engagement (DemSCAPE) Research Project, exploring how neighbourhood design affects outdoor mobility for people with dementia;
    - Diana Nikolic, Land Use Policy Planning and Development, City of Richmond, on Small-Scale Multi-Unit Housing, policy updates supporting increasing housing supply and aging in place;
    - Niloofar Hedayati, Community Social Development, City of Richmond, gave an overview of the Seniors Strategy Highlights Report 2023–2024;
    - Jennifer Hayes, Emergency Programs, City of Richmond, on emergency preparedness for extreme weather and earthquakes with practical guidance for seniors;
    - Angie Martinez, Vancouver Coastal Health, provided an overview of community-based Adult Day Programs;
    - Sean Canasa, Richmond Division of Family Practice, on Richmond Primary Care Network (PCN) and Social Prescribing Program, linking seniors to local community supports;
    - Jyotika Dangwal, Community Social Development, City of Richmond, on Draft Social Development Strategy consultation; and
    - Carol Dickson, from Richmond Cares, Richmond Gives, provided an overview of senior's program and services.

- **Seniors Strategy Highlights Report 2023–2024:** The RSAC reviewed the Richmond Seniors Strategy Highlights 2023–2024 report, which outlined the progress achieved during the first two years of the 10-year plan to meet the needs of Richmond's growing seniors population. The RSAC also identified ongoing priorities for 2025.

- **Age-Friendly Neighbourhood Group Projects:** RSAC discussed final report findings from the Broadmoor, Cambie/East Richmond and Hamilton Age-Friendly Neighbourhood Groups implemented in 2024. The RSAC endorsed the project's expansion to the Blundell and Gilmore-Shellmont neighbourhoods and supported the City with promotions.

- **Activate! Wellness Fair 55+:** RSAC members participated in the Activate! Wellness Fair 55+, held at the Minoru Centre for Active Living. Six RSAC members engaged with attendees and welcomed feedback on seniors' services and programs in Richmond. Feedback collected will inform future committee planning.

- **The Seniors Aging Well In Place (SAWIP) Subcommittee:** The SAWIP subcommittee's Terms of Reference was adopted by the RSAC. The SAWIP subcommittee gathered information about and discussed issues impacting Richmond seniors' ability to age well in place. The SAWIP subcommittee also researched the World Health Organization (WHO) Global Network for Age-Friendly Cities and Communities, as requested by City staff.

- **World Health Organization's Global Network of Age-Friendly Cities and Communities:** Based on the SAWIP subcommittee's research, the RSAC approved the motion recommending that the City apply for membership in the World Health Organization (WHO) Global Network of Age-Friendly Cities and Communities. RSAC provided a letter of support to Council for inclusion in a staff report recommending the same, which was endorsed by City Council on November 24, 2025.

- **Monitoring seniors-related trends:** RSAC members monitored provincial and national reports, attended local and regional events, and discussed emerging trends related to seniors' programs, policies and services, to deepen their understanding of seniors' needs. This included attending sessions hosted by the Office of Seniors Advocate and conferences hosted locally, such as the Council of Senior Citizens' Organizations of BC (COSCO) 75th Anniversary Conference and the National Pensioner Federation Biennial Forum.

Acknowledgements

This committee is honored to serve the seniors of Richmond. RSAC extends sincere appreciation to Council Liaison Carol Day for her support and advocacy. Special thanks are also extended to outgoing citizen representatives who served on RSAC in 2025: Arnold Abramson, Nina Graham, Ihsan Malik and Sheilah Marcelino.

RSAC also acknowledges the support of City staff, including Claire Adamson, Donna Lee, Niloofar Hedayati and Sean Davies.

Respectfully submitted by:
Diana Leung,
Chair, Richmond Seniors Advisory Committee

Richmond Seniors Advisory Committee
2026 Work Program

The Richmond Seniors Advisory Committee (RSAC) 2026 Work Program outlines several initiatives with associated actions that support the RSAC's mandate to act as a resource, provide advice to Council, and support and enhance the health and well-being of the seniors (55+) population living in Richmond.

RSAC Proposed 2026 Work Program		
Initiative	**Actions**	**Expected Outcome**
1. Participate in an RSAC orientation.	1.1 Members participate in an orientation to the RSAC to learn about the roles and responsibilities of advisory committee members, the RSAC Terms of Reference and the City's current strategies and initiatives related to seniors. 1.2 Members may indicate an interest in participating in the RSAC subcommittees and taking on additional related roles within the scope of the RSAC Terms of Reference.	Members are aware of and understand the following: • RSAC Terms of Reference • Their role as an appointed member of the RSAC • The RSAC 2026 Work Program • Current City strategies and initiatives related to seniors • Additional opportunities for involvement as part of RSAC
2. Build on and improve the RSAC's knowledge of seniors' issues through information sharing, guest speakers and educational opportunities.	2.1 Invite guest speakers to present on issues and trends that impact or benefit seniors in the community at regular RSAC meetings. 2.2 Identify internal and external seniors-related educational opportunities for members to learn about issues and trends impacting seniors that can inform the City's policies or practices. 2.3 Monitor seniors' issues and emerging trends.	The RSAC is informed of issues and trends raised by Richmond seniors. The RSAC is informed and equipped to provide seniors' perspectives and recommendations to City staff and Council.

RSAC Proposed 2026 Work Program		
Initiative	**Actions**	**Expected Outcome**
3. Act as a resource to the City by providing recommendations and perspectives on issues relating to seniors in Richmond.	3.1 Respond to Council requests and provide advice on issues related to seniors in Richmond. 3.2 Consult and provide input on City plans, strategies, projects and policies that impact seniors. 3.3 Provide input and feedback to City staff on programs and services for seniors.	The RSAC is informed and equipped to provide seniors' perspectives and recommendations to City staff and Council. The RSAC will provide ongoing feedback on City strategies, policies and initiatives related to seniors.
4. Support the implementation of the Richmond Seniors Strategy (2022–2032).	4.1 Provide input and feedback on initiatives led and supported by the City that address actions identified in the Seniors Strategy (2022–2032), as requested. 4.2 Participate in initiatives related to the implementation of the Seniors Strategy (2022–2032), as appropriate.	Members of the RSAC are involved in the implementation of actions identified within the Seniors Strategy (2022–2032), as appropriate.
5. Encourage public awareness and community engagement related to the needs and concerns of seniors in Richmond.	5.1 Discuss seniors-related matters arising at RSAC meetings and when possible, provide feedback to those who raised concern(s). 5.2 Participate in information sessions, educational activities and special events that focus on issues impacting Richmond seniors. 5.3 Promote opportunities for seniors to participate in public engagement opportunities led and supported by the City, including providing input to the update of the OCP to ensure it reflects the evolving needs and priorities of seniors.	The RSAC is informed of issues and trends that impact Richmond seniors. The RSAC helps to increase awareness of opportunities for Richmond seniors to provide input on initiatives that impact them.

RSAC Proposed 2026 Work Program		
Initiative	**Actions**	**Expected Outcome**
6. Support seniors-related City initiatives through the RSAC agenda discussion topics.	6.1 Review current and upcoming City initiatives related to seniors and determine where the RSAC's participation will be most effective within the scope of the committee's advisory role.	The RSAC's focus is aligned with City priorities related to seniors in Richmond. The RSAC's work informs current policy updates and initiatives from various City departments related to seniors.

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	January 15, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	07-3300-01/2025-Vol 01
Re:	**Richmond Intercultural Advisory Committee 2025 Annual Report and 2026 Work Program**		

Staff Recommendations

1. That the Richmond Intercultural Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Intercultural Advisory Committee 2025 Annual Report and 2026 Work Program", dated January 15, 2026, from the Director, Community Social Development, be received for information; and

2. That the Richmond Intercultural Advisory Committee's 2026 Work Program be approved.

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

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS: CJ
APPROVED BY CAO	

8244991

Staff Report

Origin

The Richmond Intercultural Advisory Committee (RIAC) was established in 2002 to act as a resource and provide advice to Council in support of enhancing intercultural relations and understanding in Richmond. Since the adoption of the City's Cultural Harmony Plan in 2019, the RIAC has also supported the advancement of the strategic actions outlined in the Plan by providing an intercultural lens on City strategies, projects and initiatives. This report provides an update on the RIAC's achievements in 2025 and presents priorities and actions for 2026.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1: Proactive in Stakeholder and Civic Engagement:

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

This report supports the City of Richmond's Building Our Future Together: Social Development Strategy (2025–2035) Strategic Direction #2: Enhance Inclusion and Belonging:

> *Celebrate Richmond's diversity by building cross-cultural understanding and fostering mutual respect.*

This report also supports the Cultural Harmony Plan 2019–2029 Strategic Direction #2: Collaboration and Partnerships:

> *Action 2.1 Continue to work with Richmond Intercultural Advisory Committee (RIAC) members to implement the RIAC Intercultural Strategic Plan and Work Program.*

Analysis

The RIAC acts as a resource and provides advice to Council regarding issues and opportunities related to intercultural harmony and co-operation in Richmond. The RIAC also provides input on the implementation of the City's Cultural Harmony Plan.

2025 Annual Report

Activities undertaken by the RIAC are outlined in the 2025 Annual Report (Attachment 1). Highlights of the Committee's work included:

- Staying informed on intercultural issues and providing an intercultural lens on City and community initiatives by inviting City staff and partners to present on projects and programs that impact the Richmond community, such as:
    - Providing input on the development of the City's Wayfinding Strategy, the Richmond Tourism Master Plan and the Richmond Memorial Garden public engagement process; and

  - Learning about initiatives such as Richmond Multicultural Community Services' BIPOC Inclusion and Capacity Building Anti-Racism Series and the City's Richmond Accessibility Plan, identifying community needs and opportunities from an intercultural perspective.

- Sharing information about community resources, programs and events available to newcomers, racialized groups and cultural- and faith-based communities, including services provided by organizations represented on the RIAC: Richmond School District No. 38, Richmond RCMP, Vancouver Coastal Health, S.U.C.C.E.S.S., Richmond Multicultural Community Services and Chimo Community Services.
- Supporting implementation of the strategic actions identified in the Cultural Harmony Plan, such as:
  - Learning and sharing best practices in diversity, equity and inclusion (DEI) with staff and community partners through participation in the City's annual Diversity Symposium as facilitators and Steering Committee members; and
  - Exploring opportunities to advance reconciliation with Indigenous Peoples by identifying Truth and Reconciliation initiatives and best practices that may be applied in Richmond.

2026 Work Program

The proposed 2026 Work Program (Attachment 2) outlines the RIAC's priorities in the coming year, which include:

- Supporting the ongoing implementation of initiatives to advance actions in the Cultural Harmony Plan;
- Increasing RIAC members' awareness of intercultural issues and trends through guest speakers, presentations and professional development opportunities; and
- Acting as a resource to the City on issues related to cultural harmony by providing feedback on the development of City strategies and initiatives.

Guided by the Work Program, the RIAC will continue to advise City Council and staff on current and emerging issues related to cultural harmony, drawing on the Committee's expertise and lived experiences as service providers and residents.

Financial Impact

None.

Conclusion

The RIAC 2025 Annual Report provides a summary of the Committee's key activities and contributions over the past year in advancing intercultural understanding and supporting the implementation of the Cultural Harmony Plan. The proposed RIAC 2026 Work Program outlines the Committee's priorities for the upcoming year to continue strengthening cultural harmony and intercultural connections across Richmond. It is recommended that the RIAC 2025 Annual Report be received for information and that the 2026 Work Program be approved.

Peggy Chen
Planner 2 (Inclusion)
(604-276-4104)

Att. 1: Richmond Intercultural Advisory Committee 2025 Annual Report
2: Richmond Intercultural Advisory Committee 2026 Work Program

Richmond Intercultural Advisory Committee
2025 Annual Report

Introduction

The purpose of the Richmond Intercultural Advisory Committee (RIAC) is to act as a resource and provide advice to Council in support of enhancing intercultural relations and cross-cultural understanding in Richmond. Through its role, the RIAC supports the implementation of the Council-adopted Cultural Harmony Plan (2019–2029). The 2025 RIAC Annual Report is prepared for Council in accordance with the Terms of Reference. This report serves as a summary of the RIAC's highlights and accomplishments during the 2025 calendar year and is based on input from the RIAC members with support from the Staff Liaison.

2025 Membership

From January to June 2025, the RIAC was comprised of up to 17 Council-appointed members, consisting of citizen appointees and organizational representatives. On May 26, 2025, Council endorsed a new Terms of Reference for the RIAC, which resulted in membership composition changes to the Committee to better align organizational representative mandates with appropriate City advisory bodies. These changes include the removal of organizational representative seats from the Richmond Community Services Advisory Committee, Richmond Centre for Disability (RCD) and the Richmond Seniors Advisory Committee, and the addition of an organizational representative seat for Chimo Community Services.

Since June 2025, the RIAC has been comprised of up to 14 Council-appointed members – eight citizen appointees, including one youth, and six organizational representatives. These organizations include: Chimo Community Services, Richmond Multicultural Community Services, Richmond RCMP, Richmond School District No. 38, S.U.C.C.E.S.S. and Vancouver Coastal Health. By year end, the RIAC had a full contingent of 14 voting members.

Citizen Appointees

- Yun-Jou Chang, Chair
- Mikaela Nuval, Vice-Chair
- Tahzi Ali, Citizen Member
- Vladimir Choi, Citizen Member
- Amanda Farias, Citizen Member
- Hala Helmy, Citizen Member
- Emmett Mark, Citizen Member
- Randy Sandhu, Citizen Member

Organizational Representatives

- Athena Estremadura, Richmond Community Services Advisory Committee *(January–June)*
- Parm Grewal, Richmond Multicultural Community Services *(September–December)*
- Bimla Kannangara, Vancouver Coastal Health
- Dina McInnes, Richmond Centre for Disability *(January–June)*
- Ashok Rattan, Richmond Multicultural Community Services *(January–May)*
- Daniel Remedios, Richmond Community Services Advisory Committee *(January–June)*
- Taylor Ruan, Chimo Community Services *(September–December)*
- Sissi Su, S.U.C.C.E.S.S.
- Baren Tsui, Richmond School District No. 38
- Roy Wong, RCMP

The RIAC also included three non-voting City of Richmond representatives:

- Councillor Bill McNulty, Council Liaison
- Peggy Chen, Planner 2 (Inclusion), Staff Liaison
- Shelley Iwata, Recording Secretary

2025 Meeting Highlights

The RIAC held nine meetings in 2025, with no meetings scheduled in July, August and December. RIAC members and guests shared information, provided input on City projects and strategies and took part in discussions related to cultural harmony. Highlights of the RIAC's 2025 meetings include:

Guest Speakers and Presenters

Throughout 2025, guest speakers consulted the RIAC on projects and strategic plans and discussed opportunities to strengthen cultural harmony in the Richmond. Invited guests included:

- Sherry Baumgardner, Tourism Development Liaison with the City's Economic Development Office, provided an overview of the draft Wayfinding Strategy and sought the RIAC's input on inclusive and accessible community navigation.
- Naaz Sidhu, Inclusive Communities Coordinator at Richmond Multicultural Community Services (RMCS), presented findings from RMCS' BIPOC Inclusion and Capacity Building Anti-Racism Series, a one-year project which aimed to address social exclusion, racism and hate.
- Paul Clark and Susan Rybar, consultants for the City's Tourism Masterplan, sought the RIAC's input on tourism assets in Richmond and ways to highlight local culture and heritage that accurately represents the community.

- RIAC member Emmett Mark presented on his work at Dignity Network Canada and facilitated a discussion on how groups like the RIAC can better elevate 2SLGBTQIA+ issues in multicultural communities like Richmond.
- Claire Adamson and Niloofar Hedayati from the City's Community Social Development department presented the 2023–2024 highlights from the Youth Strategy and Seniors Strategy. A discussion ensued on the importance of intercultural and intergenerational collaboration in fostering cultural harmony.
- Rojan Nasiri, Accessibility Planner with the City's Community Social Development department presented on the BC Accessibility Act, highlighting the City's response to the Act's requirements and the implementation of the Richmond Accessibility Plan.
- Jyotika Dangwal, Research Planner with the City's Community Social Development department presented highlights of the draft Social Development Strategy, sharing opportunities for RIAC members to offer feedback to ensure the draft reflects the community's priorities.

Cultural Harmony Plan

The RIAC plays a key role in advancing the City's Cultural Harmony Plan by providing community input and applying an intercultural lens in response to requests from City staff. In 2025, through ongoing discussions and environmental scans, the RIAC helped shape the City's approach to serving Richmond's diverse population. For example, when federally-funded services for newcomers and settlement agencies shifted, RIAC members identified gaps in local programs and service delivery. Their insights supported the City's advocacy for sustained investment in settlement services in Richmond. The RIAC also supports the Cultural Harmony Plan by sharing information and identifying opportunities to improve City programs. Throughout 2025, RIAC members discussed best practices to advance reconciliation with Indigenous peoples, promoted programs and events that reduce barriers to participation for newcomers, and reflected on community festivals such as Culture Days, which showcased arts, culture and heritage through a series of interactive events in Richmond and across Canada.

2025 Consultations and Projects

RIAC members also actively offer intercultural perspectives and expertise outside of meeting times by participating in focus groups and working with City staff to advance projects and initiatives.

Applying an Intercultural Lens on City Initiatives

RIAC members participated in several focus group discussions to offer intercultural perspectives on City initiatives. This included participating in a focus group on the Minoru Precinct Directional Wayfinding Project and providing feedback on the Memorial Garden Public Engagement process. By providing an intercultural lens to City initiatives, the RIAC helps ensure that diverse community voices are heard in decision-making processes.

2025 Diversity Symposium

Several RIAC members contributed to the planning of the 2025 Diversity Symposium at City Hall by volunteering as Steering Committee members alongside City staff. This year's Symposium, *Finding Common Ground: Building Shared Understanding for Inclusion*, brought together community members and professionals to exchange ideas and explore inclusive practices that advance social equity and belonging. This year's steering committee included RIAC members Tahzi Ali, Amanda Farias, Bimla Kannangara and Emmett Mark. RIAC members also facilitated and participated in sessions at the Diversity Symposium, sharing learnings from the event with the Committee.

Conclusion and Acknowledgements

In 2025, the RIAC continued its commitment to fostering intercultural understanding and advancing the goals of the Cultural Harmony Plan. We look forward to building on this work in 2026 to strengthen inclusion and belonging in Richmond as the community continues to diversify and grow.

We acknowledge the contributions of outgoing members in 2025: Athena Estremadura, Dina McInnes, Daniel Remedios, Ashok Rattan, Randy Sidhu and Sissi Su, and the involvement of the Richmond Centre for Disability, Richmond Community Services Advisory Committee and Richmond Seniors Advisory Committee on the RIAC over the years. We thank our Council Liaison Bill McNulty for keeping the RIAC informed on Council issues, and Peggy Chen, Staff Liaison and Shelley Iwata, Recording Secretary, for supporting the committee.

In closing, I would like to add a personal note. After serving on the RIAC for six years, three of which as Chair, I will be completing my final term in December 2025. First, I wish to offer my heartfelt thanks to Peggy Chen and Dorothy Jo for their steadfast care and support as Staff Liaisons for the RIAC. My tenure on the committee has been enriched by the members' passion and dedication to helping the city to foster deeper engagement with and amongst the diverse cultural, linguistic and religious communities that call Richmond home. I am continually inspired by my colleagues' insights, from calling for greater diversity amongst the RIAC membership, to identifying a need for measurable indicators of cultural harmony over time, to naming the necessity of bringing an anti-racist and anti-oppressive lens to this work. As a long time Richmond resident, I feel exceptionally fortunate that this group of engaged citizens and service providers have chosen to volunteer their time to share their knowledge, expertise and lived experience with our Mayor and Councillors so that we can move toward the vision of a city where "residents recognize and respect diversity in the community and enable each individual's contributions in all aspects of community life." Thank you for the opportunity to serve.

Respectfully submitted by:

Yun-Jou Chang
Chair, Richmond Intercultural Advisory Committee

Richmond Intercultural Advisory Committee
2026 Work Program

The Richmond Intercultural Advisory Committee's (RIAC) proposed 2026 Work Program outlines initiatives intended to advance the RIAC's mandate to serve as a resource and provide advice to Council on enhancing intercultural harmony and cooperation in Richmond and support the implementation of the Council-adopted Cultural Harmony Plan.

RIAC Proposed 2026 Work Program		
Initiative	**RIAC Actions**	**Expected Outcome**
1. Participate in a RIAC orientation.	1.1 Members participate in an orientation to the RIAC to learn about the roles and responsibilities of advisory committee members, the RIAC Terms of Reference and the City's current strategies and initiatives related to cultural harmony. 1.2 Members participate in a mentorship initiative between new and returning RIAC members to foster peer relationships and learning.	Members are aware of and understand the following: • The RIAC Terms of Reference • Their role as a Council-appointed member of the RIAC • The City's Respectful Workplace Policy 6800 • The RIAC 2026 Work Program • Current City strategies and initiatives related to intercultural harmony, including the 2019–2029 Cultural Harmony Plan
2. Act as a resource to the City on issues related to intercultural harmony in Richmond.	2.1 Participate in consultation of City plans, updates, strategies, projects and new policies related to cultural harmony. 2.2 Provide an intercultural lens to City events and initiatives, as they arise. 2.3 Respond to Council requests and provide advice on issues related to cultural harmony in Richmond.	RIAC members will provide feedback through an intercultural lens to City strategies, policies and initiatives, and advise Council and staff, as requested.

RIAC Proposed 2026 Work Program		
Initiative	**RIAC Actions**	**Expected Outcome**
3. Build on and improve RIAC members' knowledge of intercultural issues through information sharing, guest speakers and educational opportunities.	3.1 Invite guest speakers and facilitators to present on intercultural issues facing the community, including professional development opportunities. 3.2 Present on intercultural initiatives from member organizations and/or other groups that may inform the City's policies or practices. 3.3 Monitor intercultural issues and emerging trends for discussion as a standing item on the RIAC agenda.	RIAC members are informed of intercultural issues and trends affecting the Richmond community. RIAC members are well equipped to provide an intercultural lens to City strategies and initiatives, as requested.
4. Support the implementation of the Council-adopted Cultural Harmony Plan in Richmond.	4.1 Provide advice and feedback on initiatives that support actions related to the Cultural Harmony Plan, as requested. 4.2 Participate in initiatives related to the implementation of the Cultural Harmony Plan, including: • Assisting with the planning and implementation of the 2026 Diversity Symposium; • Identifying Truth and Reconciliation initiatives and sharing best practices; and • Identifying and participating in initiatives that address incidents of racism and discrimination.	RIAC members are involved in the implementation of actions listed in the Cultural Harmony Plan, as appropriate. RIAC members share opportunities and information on best practices from other organizations and/or municipalities that may be applied in Richmond.

RIAC Proposed 2026 Work Program		
Initiative	**RIAC Actions**	**Expected Outcome**
5. Foster public awareness and promote meaningful community engagement to address the needs and concerns of newcomers, racialized communities and cultural- and faith-based groups in Richmond.	5.1 Participate in external committees and networks that align with the RIAC's mandate and provide updates to the RIAC. 5.2 Promote the RIAC's role as an advisory body to Council and the City's contributions to fostering intercultural harmony in the community. 5.3 Promote opportunities for newcomers, racialized groups, cultural- and faith-based groups to participate in community engagement opportunities led and supported by the City.	Community partners are aware of the RIAC's role in fostering cultural harmony in Richmond. RIAC members are informed of other committees and initiatives that align with the RIAC's mandate. RIAC members promote opportunities for underrepresented groups to provide input on City initiatives and plans.

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	January 16, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	07-3300-01/2025-Vol 01
Re:	**Cultural Harmony Plan 2024–2025 Highlights Report**		

Staff Recommendations

1. That the Cultural Harmony Plan 2024–2025 Highlights Report as outlined in the report titled, "Cultural Harmony Plan 2024–2025 Highlights Report", dated January 16, 2026, from the Director Community Social Development, be received for information; and

2. That the Cultural Harmony Plan 2024–2025 Highlights Report be posted on the City website and distributed to key partners, local Members of Parliament and the Legislative Assembly, and federal and provincial ministries related to multiculturalism, immigration and anti-racism.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Arts, Culture & Heritage	☑	
Communications	☑	
Economic Development	☑	
Human Resources	☑	
Intergovernmental Relations & Protocol Unit	☑	
Parks Services	☑	
PRC Planning & Strategic Initiatives	☑	
RCMP	☑	
Recreation & Sport Services	☑	
Richmond Public Library	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

8241610

Staff Report

Origin

Since its adoption in 2019, the Cultural Harmony Plan (the Plan) has provided a guiding framework for strengthening intercultural connections in Richmond. The Plan has helped shape City policies, programs and community partnerships to foster intercultural understanding and better serve the needs and priorities of newcomers, racialized groups and the broader community.

The purpose of this report is to provide a summary of the accomplishments that the City, in partnership with the community, has achieved in 2024 and 2025 to advance the Cultural Harmony Plan. As part of the City's ongoing implementation and regular reporting on Council-approved plans and strategies, this report also serves as a midpoint review of the Plan, highlighting key milestones since 2019.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6: A Vibrant, Resilient and Active Community:

> *6.1 Advance a variety of programs, services and community amenities to support diverse needs and interests and activate the community.*
>
> *6.3 Foster intercultural harmony, community belonging and social connections.*

This report supports the City of Richmond's Building Our Future Together: Social Development Strategy (2025–2035) Strategic Direction #2: Enhance Inclusion and Belonging:

> *2.1 Advance initiatives that promote dialogue, foster understanding and support harmonious living in collaboration with community members, including equity-deserving groups and community partners.*

This report also supports the Cultural Harmony Plan 2019–2029:

> *1.1 Continue to recognize and celebrate Richmond's diverse cultures and unique heritage through intercultural celebrations and events.*
>
> *3.4 Explore and implement mentorship and internship opportunities targeted to recent immigrants within the City.*

Analysis

Richmond's population continues to be shaped by immigration patterns, cultural and religious diversity, and broader social and economic forces. Although the city remains highly diverse, the 2021 Census showed a 10 per cent decline in recent immigrant arrivals. This mirrors a wider slowdown across Canada's three largest metropolitan areas—Toronto, Vancouver and Montreal—which historically attracted the majority of newcomers. Settlement patterns have also been shifting in Greater Vancouver. For example, immigrant-serving agencies in Richmond note that many newcomers are choosing neighbouring cities such as Surrey and New Westminster, which saw increases of nine per cent and 44 per cent respectively in their recent immigrant populations during the same Census period.

In addition, recent policy changes from Immigration, Refugees and Citizenship Canada (IRCC) have had significant impacts on Richmond's newcomer population and the local settlement sector. The IRCC Immigration Levels Plans signaled a 21 per cent reduction in permanent resident admissions for 2025 and a 50 per cent reduction in the temporary foreign worker cap in 2024. These shifts resulted in more than $1.4 million in funding cuts to Richmond settlement agencies in 2025, leading to staff layoffs, program closures and reduced services at organizations such as Chimo Community Services and Richmond Multicultural Community Services. In response, the City has advocated to senior levels of government to reinstate funding for settlement service providers, including letters to the Prime Minister and Minister of IRCC, as well as a resolution submitted at the Union of British Columbia Municipalities (UBCM) Convention in 2025. The status of the resolution is anticipated to be shared by UBCM in spring 2026. Despite fewer recent immigrants, demand for newcomer supports remains high. In 2024, the Richmond Food Bank reported that newcomers accounted for 44 per cent of the individuals it served, underscoring the critical role of settlement supports in the community.

These demographic and policy changes reinforce the importance of the Cultural Harmony Plan as a guiding framework for fostering inclusion and belonging in Richmond. The Plan's vision of "recognizing and respecting diversity in the community and enabling each individual's contributions in all aspects of community life" remains highly relevant as the City and its partners navigate evolving community needs. With 27 actions across five strategic directions—intercultural connections; collaboration and partnerships; targeted training and professional development; communication and community engagement; and programs and services—the Cultural Harmony Plan provides a comprehensive roadmap for strengthening intercultural understanding and supporting a cohesive, welcoming community.

2024–2025 Highlights

The City and its partners have made notable strides over the past two years in advancing priority actions under the Cultural Harmony Plan. Key highlights include:

- The names of Private Hikotaro Koyanagi and Private Kazuo Harada were added to the Cenotaph at City Hall, marking the first time men of Japanese descent were formally recognized on Richmond's Cenotaph for their service in World War I. This initiative acknowledges the contributions and sacrifices of Japanese-Canadian soldiers that had previously been overlooked, ensuring a more inclusive historical narrative and promoting greater recognition of Japanese communities in Richmond.
- A temporary City staff position, Communications Coordinator (Chinese Media) was created to strengthen engagement and proactive outreach with Richmond's Chinese-speaking community. With over 44 per cent of residents reporting a Chinese language as their mother tongue, this role has been pivotal in building partnerships with local Chinese media and expanding translation of City communications.
- The City upgraded its *Let's Talk Richmond* online engagement platform to enable one-click translation into Richmond's 11 most widely spoken languages, along with customizable on-screen options such as adjustable text size, contrast and readability tools. By removing technological barriers and improving language accessibility and overall user experience, the City makes it easier for residents to share their perspectives and participate in shaping City initiatives.
- The Community Services Pop Ups, originally launched by the City in partnership with Richmond Public Library in 2023, continues to assist residents in navigating government benefits, employment and volunteer supports, and settlement services. Now led by the Library,

22 pop ups were hosted in 2024 and 2025, offering residents access to vital community and government services. In recognition of the Pop Ups' success and impact, the City received an Honourable Mention at the 2024 Union of British Columbia Municipalities Community Excellence Awards for excellence in service delivery, and the Library was awarded the 2025 British Columbia Library Association's Building Better Communities Award.

- A new Indigenous Resource Library in the Archives Public Reference Room of the Richmond Cultural Centre was developed in partnership with Richmond Public Library. This addition supports truth and reconciliation by promoting cultural awareness and understanding of Canada's history, making information about Indigenous cultures more accessible to staff and community researchers.
- The City partnered with the Immigrant Employment Council of BC to launch the Immigrant Mentorship Program, designed to support professional growth and workplace connections for newcomers. Through the program, 20 City staff from a wide range of departments and roles were paired with newcomer mentees, creating opportunities for knowledge exchange, career exploration and leadership development. The initiative has helped newcomers better navigate the Canadian employment landscape and foster professional relationships.

The Cultural Harmony Plan 2024–2025 Highlights Report (Attachment 1) outlines additional achievements across the Plan's five strategic directions and includes midpoint milestones accomplished since the Plan's adoption in 2019. Attachment 2 provides a comprehensive list of the status of Cultural Harmony Plan actions.

Upon Council approval, the Cultural Harmony Plan 2024–2025 Highlights Report will be posted on the City's website and distributed to key partners, local Members of Parliament and the Legislative Assembly, and federal and provincial ministries related to multiculturalism, immigration and anti-racism.

Financial Impact

None.

Conclusion

The Cultural Harmony Plan demonstrates the City's ongoing commitment to advancing inclusion, intercultural understanding and equitable access to programs and services for all residents. The City will continue working closely with social service partners, Community Associations and Societies, Richmond Public Library and community members to implement the Plan's actions and respond to the evolving needs of Richmond's diverse population.

Peggy Chen
Planner 2 (Inclusion)
(604-276-4104)

Att. 1: Cultural Harmony Plan 2024–2025 Highlights Report
2: 2019–2029 Cultural Harmony Plan: Status of Actions

Attachment 1

CITY OF RICHMOND

Cultural Harmony Plan 2024–2025 Highlights Report

Community Social Development Department

Richmond

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INTRODUCTION

The *2019–2029 Cultural Harmony Plan* (the Plan) provides the City of Richmond with a long-term, adaptable framework for strengthening intercultural connections and fostering an inclusive community where residents of all backgrounds can participate fully in community life. Since its adoption in November 2019, the Plan has guided the City's efforts to advance intercultural understanding through policy development, program and service delivery, community engagement and collaboration with key partners. As Richmond continues to welcome citizens from diverse cultural and linguistic backgrounds, the Plan remains a vital tool to ensure that Richmond is welcoming, inclusive and supportive of opportunities for residents to contribute to the community.

Developed in collaboration with key social service partners, Community Associations and Societies and community members, the Plan identifies five strategic directions to enhance cultural harmony in Richmond:

1. Intercultural Connections
2. Collaboration and Partnerships
3. Targeted Training and Professional Development
4. Communication and Community Engagement
5. Programs and Services

These directions provide a framework for actions that respond to the unique needs and experiences of Richmond's diverse communities, while building staff and community capacity through professional development and training, strengthening community partnerships by convening resource networks and supporting residents with grants that foster cultural understanding and inclusion. In total, 27 actions support the Plan's vision of "recognizing and respecting diversity in the community and enabling each individual's contributions in all aspects of community life."

This highlights report provides an update on the progress made during 2024 and 2025 in implementing the Cultural Harmony Plan. It offers a high-level overview of initiatives and programs led by the City and its partners, including settlement agencies, Community Associations and Societies and Richmond Public Library, that have strengthened intercultural connections, improved access to services and promoted equity and inclusion. This report also serves as the midpoint review of the Plan, highlighting how the City and its partners have responded to community needs since the Plan's adoption by Council in 2019.

EVOLVING COMMUNITY LANDSCAPE

Population and Social Trends Since 2019

Since City Council's adoption of the Cultural Harmony Plan in 2019, Richmond's community has continued to evolve, shaped by shifts in immigration patterns, language use, racial and cultural composition, and other social trends. These developments highlight emerging needs and opportunities for diverse cultural- and faith-based groups as well as newcomer communities, providing important context for the City's ongoing efforts to foster cultural harmony during the remaining years of the Plan. This section outlines key demographic and social trends since 2019, offering insights into how the City and its partners can remain responsive to Richmond's changing landscape.

Changing Immigration Patterns in Richmond

Richmond is recognized as one of the most diverse cities in Canada, with 60% of its population born outside the country. However, both Census data and local settlement agencies indicate that immigration to Richmond has declined. Between 2016 and 2021, the city experienced a 10% decrease in recent immigrants[1], compared to an 8% increase across Greater Vancouver. According to immigrant-serving agencies in Richmond, newcomers are settling in neighbouring cities such as Surrey and New Westminster, which saw increases of 9% and 44% in their recent immigrant population during the same Census period.[2]

1 Recent immigrant refers to a person who obtained landed immigrant or permanent resident status in the five years preceding a given census. In the 2021 Census, this refers to the period from January 1, 2016 to May 11, 2021. In comparison, immigrant refers to a person who is, or who has ever been, a landed immigrant or permanent resident. Such a person has been granted the right to live in Canada permanently by immigration authorities. In the 2021 Census, this includes immigrants who were admitted to Canada on or before May 11, 2021.

2 NewToBC (2025). Immigrant Demographics by Community.

The decline in recent immigrants between 2016 to 2021 primarily reflects fewer newcomers arriving from China, whose share of recent immigrants to Richmond dropped from 59% in 2016 to 52% in 2021. This trend is consistent with patterns observed across Greater Vancouver and is likely due to tightened immigration restrictions during the height of the COVID-19 pandemic.[3] Conversely, immigration from Hong Kong and India in the same period has increased, reflecting new immigration pathways, developments in the international landscape and Canada's appeal to highly skilled professionals and international students:

- **Hong Kong:** In response to heightened political complexity in Hong Kong following national security law changes in 2020, the federal government implemented a special immigration pathway for Hongkongers in 2021.[4] As a result, the number of recent immigrants in Richmond from Hong Kong rose from 490 in 2016 to 820 in 2021, a trend that continues today as observed by Richmond's settlement agencies. This policy remains in effect until 2026 and further increases are expected to be reflected in the 2026 Census of Population.[5]
- **India:** Recent immigrants from India grew from 565 to 950 over the same period and continued to grow in 2022 and 2023. Across Canada, immigration from India has quadrupled in the past decade, resulting in an increase in Indian professionals and international students.[6] Settlement providers in Richmond report that this is due to Canada's favourable immigration policies for professionals and strong education and economic opportunities, with cost of accessing higher education being lower than countries like the United Kingdom or United States.

3 Think Global Health (2020). Travel Restrictions on China due to COVID-19.

4 Government of Canada (2021). Temporary public policy creating pathways to permanent residence to facilitate the immigration of Hong Kong residents.

5 Government of Canada (2024). Hong Kong Permanent Residence Pathways.

6 National Foundation for American Policy (2024). International Students in Canada and the United States.

Another growing newcomer group in Richmond is refugees and asylum seekers. Between 2016 and 2021, the total number of refugees in the city rose by nearly 19% while asylum claims across British Columbia have continued to increase steadily from 2019 to 2024.[7] Since 2019, complex global shifts have contributed to rising numbers of refugees and humanitarian arrivals in Canada, particularly from Ukraine, Afghanistan and Palestine. While federal initiatives such as the Canada-Ukraine Authorization for Emergency Travel (CUAET) program facilitated some of these arrivals between 2022–2024, refugees continued to enter through established federal refugee and asylum pathways. While the CUAET program has concluded and less Ukrainians are settling in Richmond, settlement providers are still observing an overall rise in refugees and asylum seekers, resulting in higher demand for specialized programs and services that require coordinated, wrap-around support from multiple agencies.

7 BC Refugee Hub (2025). Asylum Claims in British Columbia: Yearly Comparison.

In response, the Province of British Columbia's Ministry of Municipal Affairs launched the BC Services and Assistance for Humanitarian and Vulnerable Newcomers (BC Safe Haven) Program in 2024. Delivered by settlement service providers across the province, including Chimo Community Services in Richmond, the program provides specialized wrap-around support services to refugee claimants and asylum seekers, including access to food, housing and community orientation. Since its launch in May 2024, Chimo has supported over 300 refugee claimants in Richmond through this program, with most arriving from Latin America and the Middle East.

While the City and its partners play an important role in supporting newcomers, the federal government holds primary responsibility for immigration policy, planning and funding – factors that directly shape Richmond's newcomer population and the settlement supports available locally. Federal policy changes announced in 2024 have begun to influence demographic trends in Richmond, with further overall immigration decreases expected in coming years and implications for both newcomers and the broader community:

- **Immigration Levels Plan (ILP):** In 2024, Immigration, Refugees and Citizenship Canada (IRCC) announced the 2025–2027 ILP, reducing permanent resident admissions from 500,000 to 395,000 in 2025 with further reductions in subsequent years.[8] The 2026–2028 ILP, announced in late 2025, further lowered targets for permanent residents to 380,000 admissions annually, as well as temporary residents, including temporary foreign workers and international students.[9] These 2026–2028 changes are expected to further slow the growth of newcomer populations in Richmond.
- **Temporary Foreign Worker Program (TFWP):** In 2024, the federal government reduced the cap on low-wage foreign workers from 20% to 10%.[10] Under the 2026–2028 ILP, the overall TFWP cap is set at 60,000 new entries in 2026 and 50,000 annually in 2027 and 2028. The reduction of the overall temporary resident population to 5% of Canada's population by the end of 2027 will present challenges for industries in Richmond that rely on temporary foreign workers.

In Richmond, the effects of these policy changes are becoming apparent. Settlement service providers have reported IRCC funding reductions exceeding $1.4 million as of March 2025, the start of the federal fiscal year, resulting in program cuts, staffing reductions and diminished supports for newcomers. This included the discontinuation of Settlement Programs at Chimo Community Services and Richmond Multicultural Community Services, and the Early Years Refugee Program at Richmond Family Place. In response, the City has actively advocated to senior levels of government to reinstate funding for settlement service providers, including letters to the Prime Minister and Minister of IRCC and a resolution submitted at the Union of British Columbia Municipalities (UBCM) Convention in 2025. The status of the resolution is anticipated to be shared by UBCM in Spring 2026.

8 Government of Canada (2024). Supplementary information for the 2025-2027 Immigration Levels Plan.

9 Government of Canada (2025). Supplementary Information for the 2026-2028 Immigration Levels Plan.

10 Government of Canada (2024). Temporary Foreign Worker Program – November 25, 2024.

While these shifts in Richmond's newcomer population reflect the city's evolving cultural and linguistic diversity, they also underscore the ongoing need for comprehensive newcomer supports. In 2024, the Richmond Food Bank reported that newcomers accounted for 44% of the individuals it served. This demonstrates the critical role of settlement supports and indicates that continued funding cuts would have significant impacts on newcomers, some of whom are already relying on food banks to make ends meet.

The City and its partners continue to respond to these changing needs by maintaining strong local networks that support newcomer settlement and integration, including active participation in the Local Immigration Partnership (LIP) network, a community planning table that brings together settlement agencies and immigrant-serving organizations to foster a welcoming and inclusive environment for newcomers in Richmond. Through the City's Richmond Intercultural Advisory Committee and the Richmond Employment Resources Network, co-led with Back in Motion and Pacific Autism Family Network, the City also facilitates collaboration between social service providers and residents to identify emerging social needs and come up with effective community-led solutions. In addition, the City's Economic Development Office works with local businesses on workforce challenges and opportunities to support Richmond's vitality as a competitive and attractive economic hub.

The City also delivers programming for newcomers in collaboration with settlement agencies to help build meaningful connections and access to essential resources. Since its relaunch in January 2024, the City's Newcomers Bus Tour has conducted more than 20 tours of City facilities, enhancing civic knowledge for over 450 newcomers and increasing awareness of municipal processes, programs and services. Community Associations and Richmond Public Library collaborate with settlement agencies to deliver tailored programs that reflect the needs of recent immigrants, including programs offered in languages other than English. These coordinated efforts enable the City to better respond to demographic changes, strengthen the capacity of organizations serving Richmond's diverse population by convening community tables and partnerships, and advocate for policy change and sustainable funding from senior levels of government to support the newcomer community. By remaining attentive to demographic and social changes, the City, together with its partners, works to ensure newcomers can fully participate in Richmond's social and civic life.

Addressing Racism and Hate

In 2021, 80% of Richmond's population identified as racialized, up from 76% in 2016, representing an increase of 17,380 individuals. This increase is consistent with broader trends across Greater Vancouver and gives Richmond the distinction of having the highest proportion of racialized groups of any municipality in British Columbia. The largest racialized populations in Richmond are Chinese (67.5%), South Asian (9.2%) and Filipino (9.0%). While smaller in number, some racialized populations are growing rapidly. For example, the Southeast Asian population increased by 69%, the Korean population by 58% and the Arab population by 48% between 2016 and 2021. Local settlement agencies observed a notable increase in Spanish-speaking clients from Latin America in 2024 and 2025. These trends reflect the evolving makeup of Richmond and the diverse needs of these growing communities, including language accessibility and culturally relevant engagement strategies to ensure equitable access to programs and services.

Richmond's cultural diversity underscores the need for sustained anti-racism and anti-hate initiatives. Since 2019 and particularly throughout the COVID-19 pandemic, incidents of anti-Asian sentiments, Islamophobia and antisemitism have steadily increased.[11] In response, the federal government created the position of Special Envoy on Preserving Holocaust Remembrance and Combatting Antisemitism in 2020 and the position of Special Representative on Combatting Islamophobia in 2023, to strengthen efforts against racial discrimination and religious intolerance. This has also led to the development of federal, provincial and local anti-racism strategies, which provide important resources to enhance the City's capacity to advance racial equity and enable Richmond to respond proactively to incidents of racism and hate.

- The Government of Canada released its first anti-racism strategy in 2019, *Building a Foundation for Change: Canada's Anti-Racism Strategy 2019–2022*, followed by a second strategy in 2024, *Changing Systems, Transforming Lives: Canada's Anti-Racism Strategy 2024–2028*. In 2024, Canada also introduced its first federal *Action Plan on Combatting Hate*. Together, these strategies support the implementation of federal programs such as the *Multiculturalism and Anti-Racism Program*, providing funding to help reduce barriers to employment, justice and social participation among Indigenous Peoples, racialized communities and religious minorities.[12] The City has benefited from federal anti-racism funding in 2022, receiving a $92,000 contribution from the Government of Canada to implement an anti-racism art project for youth and seniors from multicultural backgrounds to raise awareness of racism and strengthen community capacity to respond to discrimination. City partners such as Richmond Multicultural Community Services have also benefited from these funding opportunities to address racism in Richmond by facilitating community dialogues and conducting an anti-racism needs assessment, which led to the development of the Richmond Community Protocol, a framework for organizations and individuals to respond to racism and hate.
- In 2022, the Province of British Columbia introduced the Anti-Racism Data Act, establishing a whole-of-government action plan to address systemic racism and inequities in public services. As part of the Act, a Racist Incident Helpline was launched in 2024 for victims and witnesses of racism to receive trauma-informed, culturally appropriate support in more than 240 languages. Operated by organizations across the province, including City partners such as S.U.C.C.E.S.S. and Multicultural Helping House Society, the helpline received 807 calls across the province in its first year with 93% of callers reporting their needs were met.[13] The anonymized and aggregated data collected through the helpline will inform provincial efforts to better understand and address racist incidents across BC. While Richmond-specific data from the helpline is not currently available, local social service providers report referring clients who have experienced racism to the helpline, and where appropriate, encouraging them to also report to the Richmond RCMP.

11 Government of Canada (2025): Memory, Truth, and Responsibility: Canada's Role in Confronting Antisemitism and Holocaust Distortion After October 7th.

12 The Multiculturalism and Anti Racism Program was renewed and relaunched in 2023 to include past funding streams, including the Community Support, Multiculturalism, and Anti-Racism Initiatives (CSMARI) program and Anti-Racism Action Program (ARAP).

13 Province of BC (2025). Racist incident helpline making a difference.

- As part of its commitment to anti-racism, the City has expanded partnerships with community organizations to prevent and address racism and hate. In 2023, the City endorsed the *Richmond Community Protocol: Responding to Racism and Hate*, joining 17 other Richmond organizations in a commitment to act promptly and effectively when incidents of racism or hate occur. These organizations include the Richmond RCMP, Richmond Family Place and Richmond Addiction Services Society. The Protocol continues to be updated by Richmond Multicultural Community Services in collaboration with community partners, with a new update expected to be released in 2026. In addition, the City's annual Diversity Symposium has invited community leaders to facilitate workshops on anti-racism response training and anti-racist writing to equip staff and partners with cultural competency and racial awareness.

By leveraging provincial and federal resources, the City and its partners strengthen Richmond's racial equity and anti-racism initiatives. Race-based data and research present an opportunity to address both systemic and individual racism by offering programs that allow for intercultural engagement and understanding, and professional development opportunities to build capacity on standing up against incidents of racism. Through these efforts, the City fosters a culture of inclusion and belonging to create a community where all residents feel safe and respected.

Racial and Economic Disparities in Richmond

The COVID-19 pandemic disproportionately affected some groups more than others, while also exposing underlying social and economic inequities that existed long before the global health crisis. Across Canada, Indigenous Peoples, racialized Canadians and newcomers were more likely to experience job losses and financial insecurity throughout the pandemic, and these populations continue to face challenges in the post-pandemic labour market.[14] While employment has grown, overall rates of low-wage employment among racialized workers are rising and many immigrants from racialized backgrounds report lower overall income, a gap linked not only to wage disparities, but also to fewer hours, insecure work and overrepresentation in lower-paid sectors in 2024 and 2025.[15] [16]

14 The Centre for Addiction and Mental Health (2022): COVID-19 and its Influence on the Mental Health of Newcomers in Canada.

15 Canadian Centre for Policy Alternatives (2025). Still struggling: Racialized workers in the post-pandemic labour market.

16 Government of Canada (2024). 2024 Annual Report to Parliament on Immigration.

The pandemic also exacerbated experiences of discrimination and hate incidents targeting racialized residents. Findings from the 2023 inquiry by the BC Office of the Human Rights Commissioner confirmed a rise in anti-Asian hate and gender-based violence during the pandemic, highlighting the need for community-level strategies that advance safety, belonging and accountability. The Commissioner's recommendations—understanding hate and acknowledging its harm, building safety and belonging, and fostering accountability and repairing harm—offer valuable direction for local governments and community partners.[17]

Census data from 2021 further highlights disparities in employment and income in Richmond. Recent immigrants who have worked in Canada for less than five years, regardless of racial background, experience higher unemployment rates and lower median employment incomes than Canadian-born residents with comparable education levels. Length of time in Canada and race also influence labour-force participation: recent immigrants, both white and racialized, earn less than their Canadian-born peers, while racialized Canadian-born residents earn less than white Canadian-born residents with similar educational attainment. This data is consistent with what is observed by social service providers from 2022 to 2025.

Contributing factors to these disparities include English fluency, foreign credential recognition and systemic barriers in hiring practices.[18] Richmond service providers report that such barriers often manifest as bias in recruitment, including favouring jobseekers without an accent or not considering applicants with ethnic-sounding names. The Province of BC's International Credentials Recognition Act (The Act), introduced in 2024 and implemented in 2025, is intended to improve the integration of internationally trained professionals by phasing out Canadian work-experience requirements in designated professions and accelerating credential recognition.[19] While the Act is expected to reduce income disparities among internationally trained workers, settlement agencies in Richmond have yet to observe improvements in their clients' employment outcomes, noting that many employers continue to place high value on Canadian work experience.

17 British Columbia's Office of the Human Rights Commissioner (2023). Inquiry into hate in the pandemic.

18 Institute for Canadian Citizenship (2022). A Review of Immigrant Labour Market Barriers, Outcomes and the Role of Employers in Canada.

19 Province of BC (2024). New regulations streamline pathway for international credentials.

These disparities affect a significant portion of Richmond's population—80% of whom identify as racialized and 60% of whom were born outside Canada. In partnership with the Immigrant Employment Council of BC, the City delivers the Immigrant Mentorship Program, helping newcomers overcome employment barriers and connect to opportunities aligned with their skills and qualifications through mentorship with City staff (see page 27 for details). Settlement agencies in Richmond also continue to offer employment services and English-language learning opportunities to help improve the employability of newcomer clients. Many of these agencies, such as S.U.C.C.E.S.S. and ISS*of*BC, further participate in community resource fairs to raise awareness of their employment and settlement services.

Richmond has made meaningful contributions in supporting newcomers and racialized residents; however, economic and social disparities persist, demonstrating that there is still more work to be done. The City continues to collaborate with community organizations, immigrant-serving agencies and partners through networks such as the Local Immigration Partnership Table and the City's Richmond Intercultural Advisory Committee to strengthen connections and build community capacity to ensure equitable access to opportunities. By combining targeted measures, such as expanding employment opportunities and anti-racism initiatives, with programs that foster understanding, trust and belonging, the City reaffirms its commitment to ensuring that all residents can fully participate in and contribute to Richmond's diverse and evolving community.

MIDPOINT MILESTONES

Since the adoption of the Cultural Harmony Plan in 2019, the City and its community partners have achieved significant milestones that advance intercultural understanding and belonging in Richmond. The milestones highlighted in this section showcase initiatives and projects implemented up to the midpoint of the Plan to date. They directly support the Plan's goals of increasing awareness of Richmond's rich and diverse communities, enhancing the skills and cultural competency of City staff and community members, and expanding opportunities for residents of different cultural backgrounds to build relationships with one another. Through these accomplishments, the City continues to advance its vision of an inclusive and culturally harmonious community.

Aspire, Build, Celebrate Project

Increasing community awareness of racism and fostering intercultural connections

From 2022 to 2024, the City of Richmond collaborated with Richmond Multicultural Community Services, Minoru Seniors Society and City Centre Community Association to deliver *Aspire, Build, Celebrate (ABC)*, an intergenerational and intercultural arts project that deepened community understanding of multiculturalism, diversity and anti-racism. Funded through a $92,000 contribution from the Department of Canadian Heritage's Community Support, Multiculturalism and Anti-Racism Initiatives Program, the project created opportunities for youth and seniors to explore their cultural identities and lived experiences through dialogue, creative expression and performance.

Through a series of over 20 workshops and intergenerational forums, participants worked with an artist team from Presentation House Theatre and Vancouver Asian Canadian Theatre to develop skills in storytelling and theatre. These collaborative sessions encouraged learning across generations, strengthened cultural connections among participants and fostered greater awareness of Richmond's cultural diversity and shared histories. The project culminated in *Mosaic Firefly: Richmond Edition*, a theatrical performance featuring the personal migration stories of youth and seniors presented at the Richmond Cultural Centre during the 2023 Culture Days and Diversity Symposium events.

By fostering cultural understanding, learning and connection through the arts, the ABC project advanced the Cultural Harmony Plan's goals of recognizing Richmond's diverse cultures, building community capacity to respond to racism and strengthening civic participation across generations and multicultural communities. Close to 90% of ABC project participants reported having increased knowledge and awareness of Canada's cultural diversity and close to 80% shared they have increased capacity within communities to address racism and discrimination. The project's collaborative workshops and performances showcased Richmond's diverse voices and strengthened connections across generations and communities, providing a vivid example of how partnerships among the City, senior levels of government and community partners can generate collective impact.

Testimonials

"This program really equipped us with important tools to tackle racism head-on. The power of playacting was surprising because it changed our perspectives."

"This program taught [me that] embracing and proudly owning our identity, regardless of the circumstance, is a way to combat racism and discrimination."

Program Outcomes

Since 2022, the Community Celebration Grant program has distributed over $250,000 to support over 200 projects, building local capacity to deliver community-driven events.

Community and Neighbourhood Celebrations

Supporting community-led events that promote intercultural interaction and understanding

The City provides funding for not-for-profit organizations, neighbourhoods and residents to host free, public gatherings that connect people and build community through the Richmond Community Celebration Grant Program and Richmond Neighbourhood Block Party Program. The Community Celebration Grant Program offers funding for non-profit organizations, faith-based groups and Parent Advisory Committees to host community-wide celebrations that emphasize collaboration and connection. The Neighbourhood Block Party Program offers funding for residents living in the same neighbourhood or strata to host local block parties that build relationships at the neighbourhood level. Together, these initiatives activate local neighbourhoods, parks and public spaces with activities that celebrate Richmond's diversity and foster meaningful connections, reflecting the City's commitment to increasing opportunities for residents to build intercultural relationships.

In 2022, the Community Celebration Grant Program advanced a key Cultural Harmony Plan action by introducing new criteria that prioritize projects fostering intercultural interaction and promoting intercultural understanding. One supported event, Intercultural Celebrations in the Plaza, exemplified these goals in action. Led by the Minoru Seniors Society, the event connected seniors and community members through music, dance and cultural exchange at the Minoru Centre for Active Living outdoor plaza. The 2025 event featured performances representing Japanese, Scottish, Austrian and Filipino cultures, with 42 performers and 121 attendees coming together to celebrate Richmond's vibrant multiculturalism. Participants learned about the origins of traditional dances, took part in instructed demonstrations and sampled foods representing each featured culture. These shared experiences created spaces for learning and cultural appreciation, where performers felt recognized for their heritage and participants deepened their understanding of others' traditions.

Alongside building community capacity to lead local initiatives, the City also partners with local community groups to deliver annual signature events, including the Steveston Salmon Festival and Cherry Blossom Festival, providing larger-scale opportunities for residents and visitors to come together and celebrate Richmond's diverse cultural traditions. These events strengthen intercultural connections by creating inclusive, shared spaces where cultural expression, learning and participation are accessible to the broader community.

By supporting community-led celebrations that bring people together, the City increases awareness of Richmond's diverse populations, expand opportunities for residents to participate in community life and strengthen relationships across neighbourhoods. Through sustained investment in community-led events, the City continues to strengthen social cohesion and empower residents and partners to bring cultural harmony to life at both neighbourhood and city-wide levels.

Program Outcomes

Since its relaunch in January 2024, the City's Newcomers Bus Tour has offered over 20 tours at City facilities, increasing the civic knowledge of over 450 newcomers to learn more about civic processes, programs and services.

Programs and Services for Newcomers

Welcoming newcomers to Richmond and reducing barriers to participation in civic life

The City is committed to creating opportunities that help newcomers connect with the community and access City programs and services. The City's Newcomers Bus Tour program, which was put on pause in 2020 due to the COVID-19 pandemic, relaunched in 2024 and introduces newcomers to a variety of locations, including City Hall, community centres, Britannia Shipyards and the Richmond Olympic Oval. The City's *Newcomers Guide to Richmond*, which includes resources and services available to help newcomers settle into life in Richmond, is available in eight languages (English, Simplified Chinese, Traditional Chinese, Ukrainian, Punjabi, Arabic, Farsi and Korean) and was updated in 2025. In 2022, the City also developed a Newcomers Video Series, a five-part series which features stories of newcomers who have settled in Richmond and the resources provided to them to access services in the community.

Partnerships with settlement agencies play a vital role in delivering culturally relevant programs that support newcomer integration. In 2024, the Minoru Seniors Society partnered with S.U.C.C.E.S.S. to deliver a *Wellness Walk & Tour for Newcomers* at the Minoru Centre for Active Living and London Farms. The program included transportation, guided aquatic activities and facility tours with language interpretation, increasing awareness of City programs and services among newcomers. The Richmond Public Library's *Library Champions* program, delivered in collaboration with NewToBC, continues to train newcomer volunteers in outreach and advocacy for library services. Since its inception in 2013, the program has trained over 300 newcomer volunteers in Richmond, who have collectively reached over 15,000 community members. Although federal funding for the program concluded in late 2024, the program continued in 2025 with Provincial Enhancement Grant funding to support a two-year pilot project with InterLINK, the federation of public library systems in British Columbia, demonstrating the Library's ongoing commitment to connect newcomers to services and strengthen community networks.

Together, these initiatives demonstrate the City's commitment to meeting newcomer needs through partnerships, accessible resources and engagement opportunities. By connecting newcomers with City services, community organizations and peers, these programs advance the Cultural Harmony Plan by reducing barriers to participation in City facilities and fostering inclusion for those who have made Richmond their home.

Truth and Reconciliation

Advancing truth and reconciliation by enhancing community awareness and representation of Richmond's Indigenous communities

The City recognizes that the process of reconciliation requires a long-term commitment to renew and develop relationships with Indigenous Peoples and address the harms caused by colonization and systemic racism.

In 2022, the City conducted a comprehensive review of the Truth and Reconciliation Commission's 94 Calls to Action and identified areas the City could address as a municipality. The 94 Calls to Action is an appeal to all levels of government and organizations to redress the legacy of residential schools and advance the process of reconciliation. This review led to the creation of a Manager, Indigenous Relations position in 2023 to build relationships with local First Nations and guide a coordinated, City-wide approach to reconciliation.

The City has deepened its observance of key Indigenous days of significance, including Red Dress Day, National Indigenous History Month, National Indigenous Peoples Day and the National Day for Truth and Reconciliation through public communications that encourage community reflection, learning and commemoration:

- In 2023, the City displayed the Survivors' Flag at City Hall for the first time on the National Day for Truth and Reconciliation to honour Survivors of residential schools, as well as their families and communities. Since then, the Survivors' Flag continues to be displayed annually at City Hall.
- In 2025, the City launched a dedicated Indigenous Relations webpage on its website to share updates on the City's progress in advancing Truth and Reconciliation, including the development of the Indigenous Relations Strategy, highlights of Indigenous public art, programming and learning resources for the public.

Staff training has also expanded significantly. Since its introduction in 2021, more than 1,100 City employees have completed the *4 Seasons of Reconciliation* course, supplemented by Indigenous education and anti-Indigenous racism workshops offered through the City's corporate training program and events such as the annual Diversity Symposium.

Indigenous-led programs remain an important avenue for community learning. The City continues to collaborate with Indigenous Elders, knowledge keepers and artists to integrate Indigenous arts and cultural practices into programs and events. For National Indigenous Peoples Day in June 2025, the City offered an Indigenous wool dyeing workshop led by Musqueam Elder Rita Kompst-Point and a cedar rope bracelet-making workshop facilitated by Moon Tide Reconciliation. Together, these efforts demonstrate the City's ongoing commitment to advancing Truth and Reconciliation and increasing awareness of the histories, cultures and experiences of Indigenous peoples.

Diversity, Equity and Inclusion (DEI)

Applying an equity lens to enhance City programs and services while fostering belonging across the community

Strengthening programs and services through a diversity, equity and inclusion (DEI) perspective allows the City to recognize that residents experience community life differently based on intersecting identities such as culture, race, gender, age and migration experience. An intersectional approach is central to the Cultural Harmony Plan, enabling a deeper understanding of the diverse experiences of newcomers, racialized individuals and other equity-deserving groups.

A key milestone in this work was the fourth Community Needs Assessment study conducted in 2023. The study's methodology applied a DEI lens to develop a comprehensive understanding of community needs and support future planning for the City's Library, Parks, Recreation and Culture services, programs and facilities. The study engaged residents on their experiences and resulted in 14 recommendations, including recommendations that will improve program relevance, accessibility and inclusion. Implementation of these recommendations began in 2024, including initiatives to further support immigrants to build social connections and feel welcomed in City programs and facilities.

The City established a Manager, DEI position in 2023 to coordinate a City-wide approach to inclusion. This included launching a multi-year DEI Training Program for staff, with Gender Diversity Training introduced in 2025 to equip employees with tools to better support gender-diverse residents. Cultural recognition in the workplace was further expanded, with the introduction of Lunar New Year observances at City Hall in 2025, fostering greater cultural understanding among staff and visitors.

The annual Diversity Symposium continues to be a cornerstone of learning and capacity-building for City staff and community partners. Recent sessions have focused on decolonizing practices, anti-racism training, 2SLGBTQIA+ and disability inclusion, and equity in program design. From 2020 to 2023, the Symposium pivoted online due to COVID-19, enabling participation from across Canada. In 2024, the Symposium celebrated its 10th anniversary and returned to an in-person format, reaffirming its role as an important platform in the community for sharing best practices in DEI.

Together, these efforts advance the Cultural Harmony Plan goals of increasing awareness of Richmond's diverse communities and the barriers they face, while building staff and partner capacity to respond to community needs. By working through a DEI lens, the City builds the capacity of its workforce to design programs and services that are responsive to community needs, working towards a community where everyone belongs.

HIGHLIGHTED ACHIEVEMENTS

1 Strategic Direction #1: Intercultural Connections

The City promotes intercultural awareness among Richmond's diverse communities by supporting events and initiatives that foster cultural connections and strengthen community bonds. In addition, by recognizing community champions and the histories and cultural practices of diverse groups, including Indigenous peoples and Japanese-Canadians with deep roots in Richmond, the City raises awareness of those who shape the community's collective history and identity. These efforts contribute to a culture of respect and shared identity that enriches the overall quality of life among residents.

Highlighted Achievements

- In 2024, the Minoru Seniors Society, in collaboration with Richmond Multicultural Community Services and Richmond Cares, Richmond Gives, received funding from United Way BC's Social Meals Enhancement program to organize four Intercultural Meals. These gatherings took place at the Seniors Centre at Minoru Centre for Active Living, the Richmond Caring Place and Beth Tikvah Synagogue, each welcoming groups of 50 seniors. The initiative offered participants healthy, nutritious lunches while creating opportunities for social connection and intercultural exchange. By bringing together seniors from diverse backgrounds to share meals, the program created opportunities for social connections and shared experiences, strengthening social cohesion within Richmond's community.
- The City is committed to advancing reconciliation by recognizing and learning from Indigenous leaders, stories and practices, both past and present. Some highlights of the City's reconciliation efforts in 2024 and 2025 include:
  - City Centre Community Centre hosted a *Leadership Through a Reconciliation Lens* workshop which engaged 110 youth participants, exploring historical topics including Residential Schools and the Sixties Scoop, alongside broader concepts of colonization, decolonization and reconciliation. Through these learning experiences, youth deepened their understanding of Indigenous histories and enhanced their ability to engage respectfully and thoughtfully across cultures.
  - The Richmond RCMP has adopted the Eagle Feather Protocol, which was first introduced in Nova Scotia in 2017. This Protocol enables Indigenous and non-Indigenous individuals, such as witnesses and victims, to make sworn statements using a blessed eagle feather, offering an alternative to traditional oath-taking. Richmond RCMP's frontline officers have received training in its use, joining detachments across the country in providing emotional and spiritual support while honouring and respecting Indigenous traditions.

- A new Indigenous Resource Library in the Archives Public Reference Room of the Richmond Cultural Centre was developed in partnership with the Richmond Public Library. This addition supports truth and reconciliation by promoting cultural awareness and understanding of Canada's history, making information about Indigenous cultures more accessible to staff and community researchers.

- The City remains committed to recognizing and celebrating the arts and heritage of the diverse cultures that contribute to Richmond's unique identity. Through community-led exhibits and artist collaborations, these initiatives showcase the histories, resilience and creative expressions of Richmond's many cultural communities, deepening understanding and appreciation across generations. Key initiatives in 2024 and 2025 include:
  - A new Richmond Museum Extension space was launched to support community-led exhibits. The inaugural exhibit, *Canada, Here We Are!*, highlighted the stories and contributions of Ukrainian-Canadians to Richmond and Canada. This was followed by *From Then to Now: How Japanese-Canadians Contributed to Richmond Over 100 Years*, which explored the rich history of Japanese-Canadians in the community. Both exhibits were curated by members of the respective cultural groups, reflecting lived experiences and fostering intercultural understanding.
  - Richmond Art Gallery presented "xʷəṅiwən ce:p kʷθəθ nəẇeyəɬ *((((Remember your teachings)))),*" the first major multi-media exhibition by Musqueam artist Manuel Axel Strain. The exhibition highlighted Musqueam traditional knowledge and familial histories, offering insight into Indigenous ways of knowing and the enduring power of intergenerational teachings.
  - A new exhibit and set of interactive displays were completed in the Richmond Boat Builders building at Britannia Shipyards. The exhibit explores the history of wooden boat building practices in Richmond and highlights the significant contributions of local Japanese-Canadian boat builders. Descendants of Steveston's Japanese-Canadian boat builders played an active role in shaping the exhibit's content, ensuring that the stories were presented with authenticity and respect for their family legacies.

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- In recognition of National Indigenous Peoples Day and National Indigenous History Month, the City hosted a free bus tour led by Musqueam knowledge keeper Morgan Guerin. The tour featured public artworks by Musqueam artists Debra Sparrow, Susan Point and Thomas Cannell, offering participants an opportunity to learn about Musqueam culture and artistry while deepening community understanding of Indigenous histories and perspectives as expressed through public art in Richmond.
- Eight oral histories from Richmond's Indo-Canadian, Japanese-Canadian and Chinese-Canadian residents were recorded, capturing personal stories and lived experiences that are often underrepresented in mainstream historical narratives. These recordings will inform future exhibitions and research, ensuring that the voices and contributions of Richmond's diverse communities are recognized and celebrated. By preserving these stories, the City fosters deeper public understanding of Richmond's multicultural heritage.

- Since 2024, the Seniors Stronger Together monthly social at South Arm Community Centre has celebrated diversity by hosting cultural events that highlight performing arts from around the world. Celebrations have included Vaisakhi, Italian Heritage Month and World Indigenous Day featuring workshops that encouraged cultural knowledge sharing through song and dance. In 2024 and 2025, up to 65 seniors registered for this free monthly event, strengthening neighbourhood-level connections and facilitating intercultural exchange and understanding.
- In 2024, the names of Private Hikotaro Koyanagi and Private Kazuo Harada were added to the Cenotaph at City Hall alongside the names of other men who lost their lives during service in World War I, marking the first time men of Japanese descent were formally recognized on Richmond's Cenotaph. This initiative acknowledges the contributions and sacrifices of Japanese-Canadian soldiers that had previously been overlooked, ensuring a more inclusive historical narrative and promoting greater recognition of Japanese communities and their contributions in Richmond.

2 Strategic Direction #2: Collaboration and Partnerships

Strong partnerships are key to an inclusive Richmond community that supports all residents. Over the past two years, collaboration with settlement agencies, social service organizations, academic institutions and community groups has played a vital role in supporting newcomers, amplifying the histories of diverse cultural identities and creating spaces for dialogue on anti-racism and lived experiences. These partnerships help the City recognize emerging needs and ensure that programs and services are shaped by community voices and expertise. By working together across sectors, the City and its partners are better positioned to respond to social priorities and ensure that supports meaningfully reach those who need them most.

Highlighted Achievements

- Throughout 2024 and 2025, Richmond Public Library continued its longstanding partnership with NewToBC to deliver the Library Champions Project, a three-month volunteer program that helps newcomers develop outreach and communication skills while learning about library and community resources. After federal funding for the program ended in late 2024, the Library continued the program in 2025 with Provincial Enhancement Grant funding to support a two-year pilot project with InterLINK, the federation of public library systems in British Columbia. This ongoing collaboration continues to empower newcomers with confidence, skills and connections needed to actively participate in community life and navigate a successful settlement journey.
- In 2024, the City and the Library launched the Community Services Connectors Pilot Program at the Ironwood library with $50,000 in funding from a Union of BC Municipalities' Poverty Reduction Planning and Action Program Grant and an additional investment of $10,000 from the Government of BC's Public Library Enhancement Grant. The program connects Richmond residents living on low income with peer-to-peer assistance to find information about social service benefits, affordable housing supports, employment resources and other community programs. Participants from the Library Champions Project were recruited to become Connectors due to their lived experience as newcomers navigating services in Richmond. The program has since expanded to Cambie library to broaden its reach and improve access for Richmond's long-time residents and newcomers.
- The Richmond Museum continued to collaborate with the University of British Columbia's Centre for Asian Canadian Research and Engagement to develop a new exhibit and related programs that promote intercultural exchange and understanding through shared stories and lived experiences. In 2025, a community advisory group composed of Chinese-Canadian representatives from UBC and the Richmond community was established to help guide the exhibit's content. This partnership strengthens community connections and ensures that Richmond's local histories are represented through the voices of those who lived them.

- In 2025, the Richmond Youth Media Program, presented by the City and Richmond Addiction Services Society, partnered with Richmond Multicultural Community Services to host a Poetry Open Mic Night focused on anti-racism. This all-ages event brought together 20 youth and adults, including five performing poets, who shared personal reflections through spoken word. By creating a safe and inclusive space for dialogue and artistic expression, the event fostered greater understanding of cultural identity and the lived experiences of racism in Richmond.
- The City facilitates and participates in a range of networks and resource tables dedicated to building inclusive communities. In addition to the City's Council-appointed advisory bodies, the City co-leads Richmond's Employment Resources Network and Youth Network, convening service providers to address social issues and share resources. The City also engages in regional and national networks, including the Indigenous Municipal Connections Circle and Municipal DEI Learning Group. Through these collaborations, the City remains informed on best practices and emerging trends to advance cultural harmony, while supporting partner organizations in strengthening their approaches to diversity and inclusion.
- The City is an active member of the Richmond Local Immigration Partnership (LIP), a community planning network that brings together settlement agencies and immigrant-serving organizations to foster a welcoming and inclusive environment for newcomers in Richmond. Since 2025, the Richmond LIP has been co-chaired by S.U.C.C.E.S.S. and Chimo Community Services and includes members such as ISSofBC and the Richmond School District. Through coordinated action and shared leadership, the LIP strengthens local capacity and collaboration to address the evolving needs of newcomers and aims to be a source of expertise on immigration issues and trends for settlement agencies, social service organizations and government bodies in Richmond.
- The City's Richmond Intercultural Advisory Committee (RIAC), comprised of Council-appointed citizens and organizational representatives, offers an intercultural perspective to City engagement and planning processes, ensuring that diverse voices are reflected in municipal initiatives. RIAC provides input on the implementation of the Cultural Harmony Plan as well as feedback on other City strategies including the Signature and Community Events Plan in 2024 and the Tourism Master Plan in 2025. In 2025, Chimo Community Services was added as an organizational representative to the RIAC due to their work with newcomers, including the delivery of the BC Services and Assistance for Humanitarian and Vulnerable Newcomers (SAFE HAVEN) Program in Richmond. This addition helps the Committee stay informed on the experiences of refugee claimants and asylum seekers, strengthening the City's capacity to plan and respond to the needs of all residents.

- The City provides funding to non-profit community organizations to deliver newcomer and immigrant supports through the Health, Social and Safety Grant Program. In addition, the City provides funding to not-for-profit faith-based groups, Parent Advisory Committees and Student Councils to host free public events that facilitate intercultural interaction and promote intercultural understanding through its Community Celebration Grant Program. By offering funding support, the City builds the capacity of community partners to deliver programs that meet local needs and enhance the well-being and inclusion of residents across Richmond.

3 Strategic Direction #3: Targeted Training and Professional Development

Building the knowledge and capacity of staff and community partners is essential to designing inclusive programs and services. As Richmond's population and community needs evolve, the City invests in ongoing professional development for its workforce focused on diversity, equity and inclusion principles. At the same time, initiatives that recognize and develop the skills and experiences of newcomers, including mentorship and employment-focused programs, help residents participate meaningfully in the labour market. By staying attuned to community needs and equipping staff with relevant knowledge and skills, the City ensures its services remain responsive and relevant, while enabling all residents to fully contribute to Richmond's social and economic life.

Highlighted Achievements

- In 2025, the City partnered with the Immigrant Employment Council of BC to launch the Immigrant Mentorship Program, aimed at promoting professional growth and building workplace connections for newcomers. The program paired 20 City staff from a wide range of departments and roles with newcomer mentees, creating opportunities for knowledge exchange, career exploration and leadership development. By fostering professional relationships and skill development, the initiative helped newcomers navigate the Canadian employment landscape and integrate into Richmond's economic life.
- In 2024, the City and Richmond Public Library, in partnership with community partners, launched *Employment Connections*, a low-barrier, drop-in program designed to help jobseekers explore employment-related services available in Richmond. Two events were held between 2024 and 2025, drawing a total of 206 participants, including newcomers and people with disabilities. The program provided a welcoming space for participants to connect directly with community agencies and take part in mock interviews and resume clinics. By reducing barriers to employment resources, the initiative helped participants build skills, access opportunities and engage meaningfully with Richmond's employment service providers.
- Community Services Pop Ups, originally launched by the City in partnership with Richmond Public Library, connects residents with a wide range of resources and services. Now led by the Library, the event continues to assist residents in navigating government benefits, employment and volunteer supports, and settlement services. In 2024 and 2025, 22 pop ups were hosted at the Brighouse library, offering residents access to vital community and government services through organizations such as Chimo Community Services and S.U.C.C.E.S.S. In recognition of the program's success and impact, the City received an Honourable Mention at the 2024 Union of British Columbia Municipalities Community Excellence Awards – Excellence in Service Delivery, and the Library was awarded the 2025 British Columbia Library Association's Building Better Communities Award.

- The Richmond Public Library plays a vital role in supporting newcomers as they navigate life in the city and pursue employment opportunities. Through strong partnerships with social service providers, the Library helps newcomers build practical skills, expand professional networks and gain the knowledge needed to successfully integrate into the Richmond community. Key initiatives in 2024 and 2025 include:
  - In collaboration with groups like the Richmond School District's Settlement Workers in Schools team, Richmond Multicultural Community Services and WorkBC, the Library delivered 261 programs for newcomers in 2024 and 2025. Programs covered a wide range of topics, including local community resources, healthcare access, employment and career development, financial literacy, personal safety, taxes and government benefits, and reached 5,060 participants, marking a 38% increase over the previous two years.
  - To expand access to pre-employment learning opportunities, the Library partnered with S.U.C.C.E.S.S. to host monthly drop-in Resume Clinics at Brighouse Library. Between 2024 and 2025, 21 clinics were held, providing one-on-one resume support to 58 participants.
  - English language learning programs, including librarian-led conversation circles, book clubs and improv classes in partnership with the Improv Theatre Society, offered newcomers a welcoming environment to build language skills and social connections. In 2024 and 2025, the Library hosted 213 conversation circle sessions attended by 2,125 adults and teens and held 50 book club sessions with 314 English-language learners.
- In 2024, the City celebrated the 10th anniversary of the Diversity Symposium with its first in-person gathering since 2020. Over the past two years, more than 250 participants, speakers and volunteers from Richmond and across the Lower Mainland have engaged in meaningful discussions on topics including anti-oppressive writing, inclusive program design, belonging and public health, and engaging newcomers in Truth and Reconciliation. The symposium continues to deepen understanding of diversity, equity and inclusion principles among staff and community partners, enhancing their capacity to deliver inclusive programs and services through shared learning and collective impact.

4 Strategic Direction #4: Communication and Community Engagement

Effective communication and engagement are essential to ensuring all residents can access information, share their perspectives and participate meaningfully in civic life. With nearly 70% of Richmond's newcomer residents speaking a language other than English at home, the City reduces barriers to participation by providing translation and interpretation services for engagement opportunities and offering programs in languages other than English. These efforts ensure that residents from diverse backgrounds feel informed, represented and empowered to contribute to Richmond's shared future.

Highlighted Achievements

- In 2024, the City created a temporary staff position, Communications Coordinator (Chinese Media), to enhance engagement with Richmond's Chinese-speaking community. This role has led to proactive outreach, partnerships with local Chinese media and expanded translation of City communications, fostering increased awareness of City initiatives and strengthening relationships with residents. By fostering trust through improved language accessibility, the City ensures that Chinese-speaking residents can fully participate in civic life and access information in their preferred language.
- The City and its partners continued to respond to Richmond's language diversity by offering multilingual programs and engagements that help enhance cultural understanding and reduce barriers for non-English-speaking residents. Key highlights in 2024 and 2025 include:
  - To promote accessible health education for seniors, the Minoru Seniors Society partnered with groups such as the Alzheimer Society of British Columbia and S.U.C.C.E.S.S. to deliver wellness workshops in both English, Cantonese, Mandarin and Punjabi. A workshop with Dr. Roger Wong, a national leader in dementia and Alzheimer research, drew over 200 participants.
  - The Richmond RCMP collaborated with S.U.C.C.E.S.S. to offer outreach services and tours of the Richmond RCMP Detachment, helping newcomers build positive relationships and learn more about the role of police in Canada.
- In 2025, the City upgraded its *Let's Talk Richmond* online engagement platform to improve language accessibility and user experience. The platform now features one-click translation into Richmond's 11 most widely spoken languages, along with customizable on-screen options such as adjustable text size, contrast and readability tools to better serve residents with varying accessibility needs. These improvements reduce language and technological barriers, making it easier for residents of all backgrounds to share their perspectives and actively participate in shaping City initiatives.

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5 Strategic Direction #5: Programs and Services

Culturally appropriate programs and services are vital to fostering community, representation and a sense of belonging in Richmond. The City actively engages with cultural, ethnic and faith groups to understand community needs, ensuring that programs are relevant, inclusive and reflective of the city's rich cultural diversity. In addition, by partnering with cultural organizations and immigrant-serving agencies to identify and address barriers to participation such as cost, language or accessibility, the City provides opportunities for residents to participate meaningfully in social, recreational and cultural activities that strengthen intercultural connections and enhance community well-being.

Highlighted Achievements

- In 2024, the City partnered with S.U.C.C.E.S.S. and the Buddha Light International Association (BLIA) to host two community tree planting events in Richmond, including the creation of a Miyawaki mini forest and a planting at Terra Nova Rural Park. Over 500 trees and shrubs were planted with the help of more than 45 volunteers representing a wide range of ages and cultural backgrounds. These initiatives promoted biodiversity and climate resilience while offering newcomers and first-time volunteers inclusive opportunities to connect with nature, participate in community building and contribute to collective environmental stewardship.
- In 2025, the City partnered with the Richmond School District's Indigenous Success Program to offer a two-part leatherwork workshop led by knowledge keepers Bruce Baptiste and Mae Postel. Students learned to create medicine pouches using traditional techniques, engaging in hands-on cultural learning that deepened their appreciation for Indigenous knowledge and practice. The workshop also helped strengthen connections between Indigenous youth and knowledge keepers, fostering mutual respect and understanding.
- In 2025, the City partnered with Minoru Seniors Society to host a Public Art Bus Tour conducted in Mandarin, inviting seniors aged 55+ to explore Richmond's public art through a guided bus ride and walking tour in Steveston. Developed in response to previous English-only tours that were not accessible to all residents, this free program removed language barriers and enabled Mandarin-speaking seniors to meaningfully engage with and appreciate Richmond's arts and culture. Participants appreciated having the tour in Mandarin, underscoring the importance of delivering inclusive and language-accessible programs that reflect and serve community needs.
- Through its outreach and programs, Richmond Public Library (RPL) ensures all community members can access resources, participate in activities and engage in culturally meaningful ways. The Library offered a range of opportunities to celebrate heritage and promote intercultural learning in 2024 and 2025, including:

- In partnership with organizations such as KidsPlay Foundation and S.U.C.C.E.S.S., early literacy programs supported newcomer parents and children in developing language and learning skills. These included targeted initiatives for Arabic-speaking refugee families, helping build confidence, strengthen social connections and support children's success in school and the broader community.
- Culturally responsive outreach and programming strengthened connections with Jewish seniors and families. Sixteen visits to The Kehila Society's Seniors Program reached 245 participants, while support from the Ben and Esther Dayson Charitable Foundation enabled the expansion of the Library's Dayson Collection on Jewish culture, along with author visits and family programs celebrating Jewish holidays. These efforts improved access to library services for seniors and celebrated Jewish heritage and traditions in Richmond.
- The mobile *RPL To Go Van* service successfully launched in 2025, expanding access to resources, library collections, services and programs for Richmond residents. This mobile outreach initiative brings the library directly into many new locations across the community, removing barriers to access and increasing engagement with residents of all ages, including underserved and hard-to-reach populations. Each visit is thoughtfully planned with curated collections and tailored programs designed to meet the unique needs of each location and demographic. Since its launch, the *RPL To Go Van* has completed 19 outreach visits, engaging with more than 1,130 individuals across Richmond.

CONCLUSION

With four years remaining in the Cultural Harmony Plan, the City has made significant progress while continuing to respond to emerging needs and opportunities to foster cultural harmony. The achievements of 2024 and 2025 demonstrate the City and its partners' shared commitment to advancing intercultural connections, diversity and inclusion, newcomer support and reconciliation – collective efforts that are shaping a vibrant and connected Richmond community.

Looking ahead, the City will prioritize initiatives that deepen community engagement and foster intercultural understanding, ensuring that programs and services are inclusive and reflective of Richmond's diverse cultural groups. Upcoming efforts include a public awareness campaign to highlight the benefits of an inclusive community, reducing stereotypes and building empathy across different cultures, ethnicities and faiths. The City will also continue to pursue programs and funding opportunities from senior levels of government to sustain cultural harmony initiatives, particularly in light of evolving immigration trends and recent settlement funding cuts. Strong partnerships with immigrant-serving agencies will remain essential to this work.

Progress and outcomes will continue to be monitored, enabling the City to adjust actions and respond to evolving community needs while sustaining a welcoming, inclusive Richmond where all residents, regardless of their backgrounds and length of time in Canada, can thrive.

City of Richmond
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richmond.ca

2019–2029 Cultural Harmony Plan Status of Actions

Timeline

- Ongoing
- *Short-term* refers to 0-3 years.
- *Medium-term* refers to 4–6 years.
- *Long-term* refers to 7–10 years.

Status

- *Complete:* Identified work towards this Action is complete.
- *Ongoing:* Work to support this Action is ongoing. Due to the changing community context, some Short-term, Medium term or Long-term Actions are better suited as Ongoing as reflected in the Status.
- *In Progress:* There has been some progress towards addressing this Action, however more work remains.

Strategic Direction	Recommended Actions	Timeline	Status
#1 Intercultural Connections	1. Continue to recognize and celebrate Richmond's diverse cultures and unique heritage through intercultural celebrations and events.	**Ongoing**	**Ongoing**
	2. Develop and implement a neighbourhood approach to facilitating positive intercultural exchange and understanding between Richmond's diverse cultural communities, such as community-based dialogues, storytelling, and sharing of art, food and music.	**Short term**	**Ongoing**
	3. Review the calls to action from the Truth and Reconciliation Commission's (TRC) report and explore opportunities for Richmond to respond.	**Short term**	**Ongoing**
	4. Identify and recognize community champions who improve awareness, acceptance and positive relations among people of different cultural and ethnic backgrounds, and between long-time residents and recent immigrants.	**Medium term**	**Ongoing**
	5. Incorporate criteria into the City Grant program that supports programs and events that facilitate intercultural interaction and promotes intercultural understanding.	**Medium term**	**Completed**
#2 Collaboration and Partnerships	6. Continue to work with Richmond Intercultural Advisory Committee (RIAC) members to implement the RIAC Intercultural Strategic Plan and Work Program.	**Ongoing**	**Ongoing**

Strategic Direction	Recommended Actions	Timeline	Status
#2 Collaboration and Partnerships (continued)	7. Continue to support the capacity building of community service organizations that serve the needs of Richmond's diverse population.	**Ongoing**	**Ongoing**
	8. Pursue opportunities to participate in joint planning and networking with community service organizations in order to share information and identify gaps in program and service delivery.	**Short term**	**Ongoing**
	9. Participate in community initiatives that seek to develop mechanisms for responsive action against incidents of racism.	**Short term**	**Ongoing**
	10. Pursue programs and funding opportunities provided by senior levels of government regarding cultural harmony initiatives.	**Short term**	**Ongoing**
	11. Explore participation in networks that work towards building inclusive societies.	**Medium term**	**Ongoing**
#3 Targeted Training and Professional Development	12. Continue to learn and share best practices in diversity and inclusion with staff and volunteers from the City, Community Associations and Societies and community service organizations, through the City of Richmond Diversity Symposium and other training opportunities.	**Ongoing**	**Ongoing**
	13. Develop and implement a diversity and inclusion training program for City and Community Associations and Societies staff and volunteers to better serve Richmond's diverse population.	**Short term**	**Ongoing**
	14. Work with immigrant-serving agencies to identify and reduce barriers faced by immigrants in accessing volunteer and employment opportunities with the City of Richmond.	**Short term**	**Ongoing**
	15. Explore and implement mentorship and internship opportunities targeted to recent immigrants within the City.	**Medium term**	**Completed**
	16. Recruit and retain City and Community Associations and Societies staff and volunteers that reflect Richmond's diversity.	**Long term**	**Ongoing**

Strategic Direction	Recommended Actions	Timeline	Status
#4 Communication and Community Engagement	17. Review and pursue viable options of providing City-related information for newcomers, immigrants and refugees that would assist them in accessing services in the community (i.e. City website).	**Ongoing**	**Ongoing**
	18. Develop City-wide translation and interpretation guidelines to expand the engagement of multilingual communities.	**Short term**	**In Progress**
	19. Explore and implement the use of different communication methods, such as multilingual translation services on the City website and interpretive tools for frontline customer service staff, to engage different cultural segments of the population.	**Short term**	**Ongoing**
	20. Explore the creation of a corporate community engagement policy with input from under-represented and hard-to-reach communities.	**Long term**	**In progress**
	21. Develop and implement an awareness campaign about the benefits of an inclusive community and recognize the contributions long-time residents and recent immigrants have made to Richmond's vibrant community.	**Long term**	**In progress**
#5 Programs and Services	22. Undertake a comprehensive review of City and Community Associations and Societies programs and services from a diversity and inclusion perspective, identifying gaps and improvements, and implementing any actions that have been identified.	**Ongoing**	**Completed**
	23. Review and update the New Canadian Tour program to reflect the needs of the newcomer communities in Richmond.	**Short term**	**Completed**
	24. Develop and implement City and Community Associations and Societies programs and services that enhance positive social and intercultural connections, as appropriate, within and among Richmond's diverse cultural, ethnic and religious populations.	**Short term**	**Ongoing**
	25. Strengthen relationships with various cultural and ethnic communities in order to integrate their arts, cultural and heritage practices into the City's programs and events.	**Short term**	**Ongoing**

Strategic Direction	Recommended Actions	Timeline	Status
#5 Programs and Services (continued)	26. Work with immigrant-serving agencies and Community Associations and Societies to reduce barriers for new immigrants to participate in programs and services at City facilities.	**Short term**	**Ongoing**
	27. Consult and seek opportunities for collaboration with the diverse cultural, ethnic and faith organizations in Richmond to gain a better understanding of the needs of Richmond's population and ensure there are a variety of services available in the community.	**Medium term**	**Ongoing**

City of Richmond

Report to Committee

To:	Parks, Recreation and Cultural Services Committee	**Date:**	January 5, 2026
From:	Marie Fenwick Director, Arts, Culture and Heritage Services	**File:**	11-7000-01/2025-Vol 01
Re:	**First Nations Building Committee Terms of Reference and Referral Response**		

Staff Recommendation

That the First Nations Building Committee Terms of Reference, as detailed in the report titled "First Nations Building Committee Terms of Reference and Referral Response", dated January 5, 2026, from the Director, Arts, Culture and Heritage Services, be approved.

MFenwick

Marie Fenwick
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Intergovernmental Relations and Protocol Unit	☑	
Finance	☑	
Facilities and Project Development	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

8266114

Staff Report

Origin

At the January 30, 2024, Parks, Recreation and Cultural Services Committee staff received the following referral in regards to the First Nations Building:

> *(2) That staff investigate the historical use of the building as a smokehouse; (3) That a joint committee of Council and Britannia Heritage Society members be formed to oversee the restoration; and (4) That the National Historical Sites and Monuments Board should be consulted on the restoration process.*

At the July 22, 2024, Council meeting, Councillors Andy Hobbs, Chak Au and Carol Day were appointed to a joint advisory committee titled the First Nations Building Committee (the Committee).

The purpose of this report is to seek Council approval for the Terms of Reference for the First Nations Building Committee (the Terms of Reference) to confirm roles and responsibilities and allow for the involvement of the Musqueam Indian Band in this project, and to provide information in response to items 2 and 4 of the referral.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.5 Enhance and preserve arts and heritage assets in the community.*

Analysis

The First Nations Building – Background

The First Nations Building is one of the last buildings at Britannia Shipyards National Historic Site (Britannia Shipyards) to be made operational.

Council approved $6.5 million to restore and develop exhibits for the First Nations Building at Britannia Shipyards as part of the Consolidated 5 Year Financial Plan (2024–2028). On February 12, 2024, Council approved the interpretive program and level of service for the First Nations Building. The approved interpretive program includes:

- Museum-style displays and re-created historical displays, providing flexibility to tell Indigenous stories in a variety of methods;
- Climate-controlled washrooms, a kitchenette and storage;
- New landscaping elements, including native plantings, to support displays and programming related to Indigenous cultural heritage to the west of the First Nations Building; and

- In-person interpretative programming such as:
  - Curriculum-linked school programs;
  - Guided tours;
  - In-situ interpretation;
  - Demonstrations or workshops;
  - Storytelling or performances; and
  - Special/seasonal programs, including National Indigenous Peoples Day and National Day for Truth and Reconciliation.

Proposed First Nations Building Committee Terms of Reference

In follow up to Council's direction to create a committee to provide advice on this project, staff held several meetings with the Council-appointees and representatives from the Britannia Shipyards National Historic Site Society (the Society). This group guided the development of the proposed Terms of Reference found in Attachment 1.

Following discussions held at several meetings, the group endorsed the Terms of Reference for Council's consideration at a meeting on December 9, 2025.

As detailed in the Terms of Reference, the proposed purpose of the Committee is to provide staff advice and input at key milestones during the planning and restoration/construction process for the First Nations Building at Britannia Shipyards.

The Committee recommends that in addition to the voting representatives from Council and the Society, the Musqueam Indian Band (Musqueam) be invited to provide a non-voting advisor to provide input during the planning and restoration/construction process for the First Nations Building. Musqueam have expressed an interest in being involved with the First Nations Building project in recent discussions with City staff.

Working with Musqueam to ensure any future programming and interpretation is reflective of Musqueam and Indigenous perspectives is key to advancing Truth and Reconciliation in Richmond.

Historical Research on First Nations Building

Since the 1980s, there have been many historical research studies on Britannia Shipyards which included information about the First Nations Building. A comprehensive list can be found in Attachment 2.

Research on the historical use of the First Nations Building to date suggests it was originally built by the Phoenix Cannery company as a residence for Indigenous seasonal workers, due to its resemblance to Indigenous housing at other BC canneries. It was likely used by Indigenous groups from a variety of coastal communities in BC who came to the Steveston area to support cannery operations in the late 19th and early 20th centuries. Although the building may have been used in similar ways to a traditional longhouse (sometimes referred to as a smokehouse), there is no evidence the building was a traditional longhouse whose hallmarks are cedar post and beam construction, totemic carvings, and communal living areas.

The original location of the First Nations Building was on a slough farther inland in Steveston. In the late 1940s, the Anglo-British Columbia Packing Company relocated the First Nations Building to the Britannia Shipyards site, to support its Phoenix Cannery operations. After its relocation and during its remaining years of operation, the First Nations Building was used for gear and net storage.

Dendrochronology testing conducted in 1992 on a selection of the wood battens and posts from the First Nations Building dated the lumber to 1884–1885, four years earlier than the shipyard building. In 1988, archaeologist Leonard Ham undertook archaeological testing around the site and provided some historical information and descriptions of the existing buildings. Based on his analysis of the First Nations Building's structure, Ham stated, "The building may have been a cannery dwelling originally used to house Indian workers."

Because the First Nations Building was moved from its original location, now occupied by townhouses, archaeological investigation of the original location is not possible. However, the archaeological study conducted across the western side of the site in 1994 concluded that, "All cultural material observed and recovered to date at the Britannia Heritage Shipyard Site (DgRs 26/DgRt 6) has been historic. No evidence of precontact aboriginal material has been recovered during monitoring of these excavations."

In 2022, a research report titled, *Phoenix Cannery Building; Research Report and Conservation Options*, included a review of all previous research done and a new investigation of local archives. This report was shared with Council via memo on August 1, 2024. The research report concluded that, "…there has been no additional primary sources uncovered in the past three decades, or through an extensive search of historical records as part of this Research Report, which unequivocally demonstrates that this building served as an accommodation specifically for Indigenous workers. However, the peculiar form and scale of this structure is similar to other accommodations built by and for Indigenous people in resource extraction industries across British Columbia… While its original usage and date of construction have not been verified, its approximate age; construction method and material; known historical usage; and associations make it a significant heritage resource on its own…"

In June 2024, at the invitation of the Society, a group of archaeologists and anthropologists visited site and were invited to provide a professional opinion on the First Nations Building's historical connection to Indigenous people. Consensus among this group was that the First Nations Building may be representative of a transitional period in Indigenous culture between the time when communities lived in traditional longhouses and when families began to live in western style housing. The result of this investigation was a letter from Dr. Bruce Miller, Professor Emeritus in Anthropology at the University of British Columbia, giving his opinion of the First Nations Building's historical importance. In this letter, Dr. Miller states, "It is my opinion that the building in question was occupied and used by Indigenous people, Coast Salish, in the late 19th century and into the 20th century. This building should be understood as an early transitional building type, neither identical to historic longhouses or to the contemporary longhouses…" He continues to say, "I know of no other such transitional buildings in the Coast Salish area." (Attachment 3).

Historical Research on Building – Next Steps

While there has been some research on the history of the First Nations Building and its uses, to date, the City has not received any information specific to the First Nations Building from Musqueam or other Indigenous communities. The Council-approved funding for the project includes funding further research and engagement with Indigenous communities, including Musqueam, to inform future interpretative exhibits and programs to take place in this space. Future conversations with Indigenous peoples may shed new light on the First Nations Building and its use. With the addition of a Musqueam advisor to the Committee, the procurement process to hire an Indigenous researcher to undertake this work can begin.

Role of the Historic Sites and Monuments Board in Conservation Activities

The role of the Historic Sites and Monuments Board (HSMBC) is to provide advice to the Government of Canada on the designation of places, persons and events that have marked and shaped Canada. The HSMBC does not have a formal role in the care of designated historic places. Parks Canada is the federal agency that supports the HSMBC and leads conservation work at historic sites owned by the federal government.

Staff have had two communications with Parks Canada regarding conservation work on buildings at Britannia Shipyards. In 2022, subsequent to a grant application to Parks Canada to support the repair and restoration of the Richmond Boat Builders building, staff were informed that the national designation for the site does not include the buildings. This is specifically outlined in the Statement of Significance for the national designation of the site (Attachment 4). Because of this, conservation work on buildings at Britannia Shipyards is not currently eligible for Parks Canada funding or the accompanying conservation advice that may come with the funding.

In 2024, staff corresponded with a Senior Built Heritage Advisor at Parks Canada to inquire about the possibility of Parks Canada providing advice for the conservation of buildings at national historic sites, such as Britannia Shipyards. The response was, "When a national historic site is owned by a custodian who is not Parks Canada, we are not directly involved in conservation projects. We might provide some informal advice about best practices but it would be very limited. An NHS designation is honorific and does not come with specific obligations nor protection."

Parks Canada developed the *Standards and Guidelines for Conservation of Historic Places in Canada* (the Guidelines) to help custodians in caring for historic places. Application of these guidelines is a requirement of the City of Richmond Heritage Alteration Permit process. The Guidelines, as well as best practices in deconstruction and salvage of heritage buildings, will be used to inform future work on the First Nations Building including, ensuring character defining elements are reinstated; retaining as much original building materials as possible; and appropriate reuse of original materials.

Next Steps

Should Council approve the Terms of Reference, staff will invite the Musqueam Indian Band to appoint a representative to act as an advisor to the Committee. Committee meetings will continue to be held as the project progresses based on the work to be undertaken at the call of the City, in consultation with the Chair.

Council approved $6.5 million to restore and develop exhibits for the First Nations Building at Britannia Shipyards as part of the Consolidated 5 Year Financial Plan (2024–2028). The project is partially funded by the $3.4 million of the Province of BC's Growing Communities Fund grant received in 2023, which must be fully expended by March 2028. Design is scheduled to be completed by Q4 2026. Upon completion of detailed design, if required, staff will return to Council with updated project costing, as the original budget approved in December 2023 was based on a project construction start in 2025.

Financial Impact

None.

Conclusion

Approval of the Terms of Reference for the First Nations Building Committee confirm the roles and responsibilities of this committee and will allow for involvement of the Musqueam Indian Band in this project.

Extensive research has been conducted on the First Nations Building at Britannia Shipyards. It is one of the oldest original buildings in Richmond and is significant for its unique structure and use as part of the Phoenix Cannery. It is likely the First Nations Building was used as a residence for Indigenous peoples working in the early fishing industry in Steveston. Its transitional form (neither traditionally Indigenous nor Western) makes the First Nations Building unique in the area and possibly in Canada. Further investigations and conversations with Indigenous peoples may shed additional light on its past history.

Conservation work on historic buildings is the responsibility of the owner. Neither the Historic Sites and Monuments Board of Canada, nor their supporting agency (Parks Canada), play an active role in advising on the conservation of non-federal historic places. The *Standards and Guidelines for Conservation of Historic Places in Canada* were developed by Parks Canada to support custodians of historic places. These guidelines are actively used by the City to guide decisions about its designated heritage sites, including the First Nations Building.

MFenwick

Marie Fenwick
Director, Arts, Culture and Heritage Services
(604-276-4288)

8266114

Att. 1: Proposed Terms of Reference – First Nations Building Committee
Att. 2: Historical Research Related to the First Nations Building at Britannia Shipyards
Att. 3: Letter from Dr. Bruce Miller, dated February 22, 2025
Att. 4: Britannia Shipyard National Historic Site of Canada Statement of Significance

Proposed Terms of Reference – First Nations Building Committee

Purpose

The purpose of the First Nations Building Committee (the Committee) is to provide advice and input to staff at key milestones during the planning and restoration/construction process for the First Nations Building at Britannia Shipyards National Historic Site (Britannia Shipyards) in alignment with the Council-approved program. Should the Committee have recommendations outside the Council-approved program, these may be presented to Council for consideration.

Objective

In a collaborative manner, provide advice and input on the building, planning and restoration/construction and research related to the history of the First Nations Building.

Role of Committee

Committee members are to act within the Council-approved program for the First Nations Building.

Committee members are to act in the best interests of the community and the preservation of the Britannia Shipyards National Historic Site. Members are asked to refrain from personal opinions that do not reflect the interests of their respective group.

Members of the Committee are responsible for:

- Advising on building design and restoration/construction that considers the current and future needs of users of the First Nations Building and Britannia Shipyards;
- Communicating and liaising with their groups as required and in a timely manner; and
- Supporting decisions made by the Committee, even at times where consensus may not be attained but are supported by the majority of Committee members.

Members of the Committee are accountable for:

- Representing the interests of their respective groups while also considering that the interests of the broader community shall always supersede the interests of any one individual or group; and
- Adhering to all approved matters of scope, schedule and budget related to the project, as approved by Council.

Membership

There will be six (6) voting members. Membership shall consist of:

- Three (3) members of Richmond City Council; and
- Three (3) representatives from the Britannia Shipyards National Historic Site Society.

The Director, Arts, Culture and Heritage will be the designated staff liaison. Other City staff and subject matter experts will attend meetings and provide technical support when required.

Musqueam Advisor

The Musqueam Indian Band will be invited to provide a non-voting advisor to provide input during the project.

Procedures and Meetings

- The members of the Committee will choose a Chair and a Vice Chair.
- The term of the Committee will be for the duration of the planning and restoration/construction process of the First Nations Building.
- Meetings will be at the call of the City, in consultation with the Chair, based on the work to be undertaken.
- A quorum will be a majority of voting members.
- Copies of the agenda and record of the previous meeting will be circulated to the Committee members.
- The City will provide the Committee with staff support for the preparation of minutes and agendas.
- Community representatives are responsible for keeping other members of their group informed of the decisions of the Committee.

Member Conduct

Committee members are expected to be respectful towards each other and work cooperatively. Committee members will be expected to consider the best interests of the community in an effort to reach consensus.

Committee members are asked to identify any and all conflicts of interest prior to a discussion taking place. Where a conflict is not recognized, the City may exercise its prerogative to excuse the member from the meeting and/or restrict access to pertinent information.

Without the express consent of the City, members are not authorized to discuss with media identified confidential matters covered by the Committee or information provided in the course of carrying out their roles.

In addition to the conduct guidelines outlined above, all members of the Committee are required to comply with the *Richmond Council Code of Conduct – Policy No. 1500*. This policy applies to members of City Council and, where specified, to individuals appointed by City Council to boards, committees, commissions, panels, or task forces.

Committee members serve at the pleasure of Richmond City Council. Council may amend these Terms of Reference at its discretion.

Historical Research Related to the First Nations Building at Britannia Shipyards

Building History

The Britannia/Phoenix Heritage Study, Duncan Stacey, 1983, pp. 34–35

Final Report: Britannia Complex Phase II, Robert G. Lemon Architecture and Preservation, 1990, p. 3

Historic Sites and Monuments Boat Agenda Paper: Buildings on the Britannia Shipyard Property, David Lee, 1991, p. 591

First Nations Bunkhouse Statement of Significance, Luxton and Associates, 2016

Phoenix Cannery Building; Research Report and Conservation Options, Luxton and Associates, 2022

Phoenix Cannery Building; Research Report and Conservation Options, Addendum, Luxton and Associates, 2024

Letter of Opinion from Dr. Bruce Miller, RE: Indigenous longhouse located at the Britannia Shipyards National Historic Site, dated February 22, 2025.

Building Dendrochronology

Some Tree Ring Dates for Buildings at Britannia Heritage Shipyard, M.L. Parker, 1992

Site Archaeology

A Heritage Overview of "Area E" of the Britannia Waterfront, Being Part of the Cannery Row West Historic Archaeological Site; DgRt6, Leonard C. Ham, 1988

Archaeological Monitoring at Britannia Heritage Shipyard, Deva Heritage Consulting, 1994

Related History

Report on First Nations Involvement in the Fishing and Canning Industry in the Steveston Area, Gulf of Georgia Cannery Society, 2020

THE UNIVERSITY OF BRITISH COLUMBIA
Department of Anthropology
Faculty of Arts

RE: Indigenous longhouse located at the Britannia Shipyards National Historic Site

February 22, 2025

The Luxton Report (December 2022) and other documents, including, significantly the work of the late Dr. Leonard C. Ham, an archaeologist, offer opinions on the nature of the structure variously termed the smokehouse, big house, longhouse, bunkhouse, and rancheria. As noted in the Luxton report, Dr. Ham asserted that this structure "may have been . . . originally for Indigenous cannery workers. . . (ibid., 2), and he noted the typological similarities of the structure to a traditional Coast Salish "smokehouse." This position is supported by the extensive oral history program with people associated with the cannery complexes (ibid.). The Luxton report provides a discussion of the similarities of the structure to Coast Salish structures of the region. There is no need to reproduce that work here; however, I wish to add some comments. I should note that I have visited the structure in question three times recently but, as of yet, have not been in the interior.

First, I spent eight summers in the 1990s living in an earthen floor Coast Salish longhouse in Stó:lõ Nation territory at the invitation of the late Chief Frank Malloway. The structure I stayed in was a contemporary building but reproduced essential features of an historic longhouse and enabled the same activities as its' historic antecedents. Winter ritual/spiritual ceremonials were and are held in the longhouse; people resided temporarily on the wooden bleachers along the perimeter; community events were hosted there; ceremonial masks were housed in a separate compartment within the building. I witnessed all of these uses and features. As was done historically, the building was heated by a central fire and cooking was done in a separate space within the building. There are a number of other contemporary longhouses within the several Coast Salish communities and I have visited many of them. My conversations with Chief Malloway concerned how he and his father before him in an earlier iteration designed the longhouse to meet both cultural expectations and current building practices. From these talks I can conclude that their buildings had both historic and innovative features. Innovation does not preclude the buildings from being understood as Coast Salish longhouses, as they term them. In addition, these structures continue to be the site of important Indigenous ritual events---including *Seowyn* spirit dancing, ancestral namings, marriages, funerals, and others.

Despite restrictions imposed by Canadian law, many of the Coast Salish ritual practices continued right through the nineteenth century to the present. We know, for example, that

Coast Salish people continued to make masks used in ritual life at the time the longhouse in question here was constructed. I mention this to point out that in my opinion, when Coast Salish people occupied the building as part of early commercial fisheries, **there is no doubt that they were conducting ritual/ceremonial practices in the building**. These practices, some of which I named above, were and are essential to social cohesion, relationships with spirit beings, passing on family non-material possessions such as ancestral names, and so on.

Second, in a February 2025 visit to the longhouse with Harold Steves, Chief Jim Hornbrook, and my colleague, Dr. Michael Blake, an archaeologist and professor emeritus of the Department of Anthropology UBC, we examined the building and discussed the work of Dr. Ham. Blake, who knew Ham professionally for several decades, was able to confirm what we already knew, namely, the quality of Ham's work and the reliability of his conclusions. In brief, Dr. Ham is a credible and important source. Dr. Blake is a major scholar of Coast Salish archaeology. I have been a scholar of the Coast Salish world since 1976 and I am the author of several books and many journal articles concerning the Coast Salish. I have been accepted on a number of occasions as an expert on Indigenous and Coast Salish culture and history in local and national courts and tribunals in Canada and the United States.

It is my opinion that Dr. Ham was correct in his view that the building in question was occupied and used by Indigenous people, Coast Salish, in the late 19th century and in to the 20th century. *This building should be understood as an early transitional building type*, neither identical to historic longhouses or to the contemporary longhouses such as the one I lived in. The size of the structure is sufficient for Indigenous ritual activities to have taken place there. And note; the **longhouses in which Coast Salish lived were also the location of the activities I have mentioned; there were not separate buildings. *I know of no other such transitional buildings in the Coast Salish area.* The historic buildings are gone** (except in an archaeological sense of post holes and features in the ground). Because of this, the building has great importance in understanding the difficult period that Indigenous people faced in the 19th century with loss of control of much of their resource base, movement to reserves, population decline, entry into commercial fisheries, and so on. It is not significant whether Coast Salish people themselves constructed the building, but rather, what we can understand took place there and how Coast Salish people adapted to their changing circumstances.

This building should be protected and Coast Salish people along with city staff engaged in developing interpretations available to the general public.

Sincerely,

Bruce Granville Miller, PhD
Professor Emeritus

Designations of National Historic Signifigance

Britannia Shipyard National Historic Site of Canada

Richmond, British Columbia

(© Agence Parcs Canada/Parks Canada Agency,(NHS-images), 2004.)

Address : 5189 Westwater Drive, Richmond, British Columbia

Recognition Statute: Historic Sites and Monuments Act (R.S.C., 1985, c. H-4)

Designation Date: 1991-06-10

Dates: 1890 to 1955 (Construction)
1890 to 1980 (Significant)

Other Name(s): Britannia Shipyard (Designation Name)
Britannia Shipyard Property (Plaque name)

Research Report Number: 1991-030

Plaque(s)

Existing plaque: 5180 Dyke Road, Richmond, British Columbia
The buildings on this site are important components of a large complex of workshops and dwellings that served the shore-based salmon fishery during its boom years (1890-1913). The historic property included the Britannia Shipyard building itself and two boatworks operated by

Japanese-Canadians. Labourers and craftsmen of diverse cultural origins lived in houses on site, and worked in salmon canneries, on the fishing boats, and in the boatworks. They built and serviced wooden fishing vessels for British Columbia's coastal salmon fleet.

Description of Historic Place

The Britannia Shipyard Property National Historic Site of Canada is a historic park located along the south arm of the Fraser River in Richmond, British Columbia. The site relates to the area's long involvement with the salmon fishery. Built out over the water, the shipyard is part of Steveston's historic "Cannery Row" extending from Garry Point and the Gulf of Georgia Cannery National Historic Site of Canada on the west end to London Heritage Farm in the east. The designation refers to the 3.3-hectare site located along the Steveston Channel of the Fraser River. The historic park includes several wooden structures used for cannery and boat-building purposes between 1890 and the mid 1950s which are not included in the official recognition.

Heritage Value

Britannia Shipyard Property was designated a national historic site in 1991 because its extant boatworks and shipyard are representative of fishing boat construction and repair activities in Canada's Pacific Coast salmon fishery.

Originally, the Britannia Shipyard Property was constructed as a cannery (1890), a function it retained until 1918, after which it was adapted for use as a boat repair yard. This use persisted until 1980, with individual buildings within the complex functioning both as part of the cannery and the boatyard. The yard is representative of the once more numerous workshop complexes involved in the construction and repair of shore-based salmon fishery vessels. The heritage value of the national historic site resides in its historic association with the construction and repair of salmon fishery boats as illustrated by the 3.3-hectare site, its location and spatial relationship to the fisheries-related activities along the Fraser River.

Sources: Historic Sites and Monuments Board of Canada, Minutes, June 1991, July 1995.

Character-Defining Elements

Key elements contributing to the heritage value of this site include:
the site's location in the settlement of Steveston and its historic spatial relationship to the fisheries-related activities along the Fraser River; the siting of the shipyard, built out over the river on reclaimed land; the extensive site accommodating a complex of buildings associated with the production of fishing vessels; the typicality of the yard with its informally sited, vernacular buildings.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	January 12, 2026
From:	Mandeep Bains Director, PRC Planning and Strategic Initiatives	**File:**	03-1085-01/2025-Vol 01
	Todd Gross Director, Parks Services		
	Keith Miller Director, Recreation and Sport Services		
Re:	**2026 Parks, Recreation and Community Events Grants**		

Staff Recommendations

1. That the 2026 Parks, Recreation and Community Events Grants be awarded for the total recommended amount of $127,862, as identified in the report titled "2026 Parks, Recreation and Community Events Grants", dated January 12, 2026, from the Director, PRC Planning, Strategic Initiatives, Director, Parks Services, and the Director, Recreation and Sport Services; and

2. That the grant funds be disbursed accordingly, following Council approval.

Mandeep Bains
Director, PRC Planning and Strategic Initiatives
(604-247-4479)

Todd Gross
Director, Parks Services
(604-247-4942)

Keith Miller
Director, Recreation and Sport Services
(604-247-4475)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	

8141733

Staff Report

Origin

The City Grant Program was established to assist non-profit community organizations in the delivery of programs and services that primarily benefit Richmond residents. Richmond City Council has the authority to provide financial assistance to community organizations under the *Local Government Act*. Applicants must meet established grant eligibility and assessment criteria, at City Council's discretion.

The Parks, Recreation and Community Events (PRCE) Grants Program is administered under City Grant Program Policy 3712, which is currently under review. Proposed updates to the policy will be presented to Council for consideration at a future date. If approved, the PRCE Grants Program Guidelines will be revised accordingly and implemented in the 2027 grant cycle.

This report outlines the 2026 Parks, Recreation and Community Events Grants Program process, and provides grant recommendations.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*
>
> *1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*

Findings of Fact

The 2026 PRCE Grants application window opened on September 10, 2025. Information was posted on the City's website, communicated using social media channels, City and Parks, Recreation and Culture e-newsletters, and distributed through an information bulletin to community organizations, local partners and the general public. Previous grant applicants from the past five years were also directly notified that the online application system was open for submissions. To support applicants, an information session was hosted on September 25, 2025, for interested parties, providing an overview of the PRCE Grants application process and eligibility guidelines. The application window closed on October 15, 2025. Twenty-five applications were received with a total funding request of $303,307.

2026 Parks, Recreation and Community Events Grant Budget

The 2026 PRCE Grants budget is $127,862. This includes a cost-of-living increase over last year's budget, as per City Grant Program Policy 3712.

Application Review Process

The PRCE Grants Review Committee, consisting of City staff, reviewed the 2026 PRCE applications, assessing each application based on the criteria outlined in the PRCE Grant Program Guidelines (Attachment 1). A table outlining 2026 funding requests and recommended allocations is provided in Attachment 2. A summary of each application, generated directly from information submitted to the City Grants online system by applicants, is provided in Attachment 3. As the contents of these summary sheets are generated verbatim from the applicants' submissions, they replicate any errors or omissions made by the applicants.

Minor/Major Grant Requests

There are two application streams for the PRCE Grants: one for minor grant requests ($5,000 or less), and one for major grant requests (over $5,000). This year, 14 organizations applied for minor grants and 11 organizations applied for major grants.

Multi-Year Funding Requests

Applicants that have received a PRCE Grant, for the same purpose for the past five consecutive years, have the option of applying for a three-year funding cycle. In the first year of a cycle, a comprehensive application form is required, while only a short application form is required for the following two years. In the 2026 PRCE Grant intake, the Steveston Community Society meets the criteria for multi-year funding and is recommended for approval for the third year of a three-year cycle.

Analysis

2026 PRCE Grant Recommended Funding Allocations

Recommended grant allocations are based on the assessment criteria set out in the PRCE Grant Program Guidelines. Of the 25 applications received in 2026, 22 are recommended for funding and three are not. Table 1 summarizes the number and types of applications received, the number of grants approved in the previous two years, and the number of grants recommended for 2026.

Table 1: PRCE Grant Summary – 2024–2026

2024–2025 Applications, Requests, Grants Approved and Recommendations*			2026 Recommendations*
Year	2024	2025	2026
Total number of applications	**16**	**23**	**25**
New applicants	3	11	6
Minor requests received ($5,000 or less)	10	10	14
Major requests received (over $5,000)	6	13	11
Multi-year funding requests received	4	3	2
Grant not recommended (did not meet criteria)	3	8	3
Partial amount of request recommended	12	14	22
Full amount of request approved/recommended	1	1	0
Total amount requested	$245,895	$351,767	$308,307
Total budget	$123,017	$125,601	$127,862
Total Parks, Recreation and Community Events Grant funds approved/recommended	**$125,017†**	**$125,601**	**$127,862**

*Some categories overlap; numbers are not meant to be totalled.
†In addition to the $123,017 in grants funded from the Parks, Recreation and Community Events Grant budget, Council awarded Richmond Cosom Floor Hockey Association a $2,000 grant from the Council Contingency fund.

There were six new applicants in the PRCE Grants Program. A table of these applicants and a summary of their operations is provided in Attachment 4.

Interest in the PRCE Grant program remains strong, reflecting its value to the community. In 2026, applicants requested $308,307, exceeding the available budget of $127,862 by $180,445 (58.6 per cent), highlighting the continued demand and community engagement the program generates. As the total amount requested exceeds the 2026 City Grant budget, partial funding for multiple organizations is recommended rather than full funding for a limited number of applicants.

Reasons for recommending reduced or no funding include, but are not limited to, the following:

- Ineligible funding purpose;
- Insufficient community benefit demonstrated; and
- Quality and completeness of the application.

Applicants Not Recommended for Funding

Three applicants are not recommended for a PRCE Grant as outlined below:

1. Goan Oversees Association is not recommended for funding due to a vague and inconsistent application that includes programs and events in other municipalities, which made it difficult to assess the proposed events in Richmond and the organization's capacity to implement them.

2. Professional Development Association of Canada is not eligible for grant funding, as the request was to support expenses associated with hosting a fundraising gala.

3. Minoru Seniors Society is not recommended for funding, as they have also applied to, and are recommended to receive funding from, the Health, Social and Safety City Grant Program. This is in accordance with the City Grant Program Policy 3712, where applicants may receive only one grant per year (i.e., Health, Social and Safety; Arts and Culture; and PRCE), unless applying for Environmental Enhancement Grant funding for projects not utilizing other City Grants Program funding.

Financial Impact

The 2026 PRCE Grants budget of $127,862 was approved as part of the City's 2026 Operating Budget. A total of $127,862 is recommended to be allocated to eligible organizations through the 2026 PRCE Grants Program, subject to Council's approval.

Conclusion

The PRCE City Grant program contributes significantly to community vibrancy and livability. Staff recommend that the 2026 PRCE Grants be allocated as indicated in Attachment 2, for the benefit of Richmond residents.

Sheila Porlier.

Sheila Porlier
Manager, PRC Administration and Program Support
(604-233-3359)

Att. 1: City of Richmond 2026 Grant Program Guidelines for Parks, Recreation and Community Events
2: 2026 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations
3: 2026 Parks, Recreation and Community Events Grants – Application Summary Sheets
4: 2026 Parks, Recreation and Community Events Grants – Summary of New Applicants

City of Richmond

2026 Grant Program Guidelines

For

Parks, Recreation and Community Events

August 19, 2025

8141827

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1. Overview

(i) City Grant Policy

- City Grant Programs are governed by the City Grant Policy 3712, as attached.
- These guidelines pertain to the Parks, Recreation and Community Events Grant Program.
- Additional programs exist for Health, Social and Safety, Arts and Culture, Child Care, and Environmental Enhancement and Food Security Grant Programs. Please see the City's website (www.richmond.ca/citygrants) for information about these programs.

(ii) Purpose

The purpose of this Grant Program 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; and
- Innovation.

(iv) Goal

The goal of this Grant Program 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 Grant Program 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 the Grant Program.
- The cost of living increase will be based on the Vancouver consumer price index (CPI) annual average change, as determined by BC Statistics for the previous year.
- The City of Richmond's Finance Division 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 deposited into the City's Grant Provision 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 a 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;
- Political parties and organizations;
- Organizations that primarily fund other organizations (e.g., grants) or individuals (e.g., scholarships); and
- 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; and
- 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, but not limited to:
  - Promoting or serving a particular person, group, political party or organization.
  - Lobbying of a political party, or for a political cause or campaign.
- Programs and services delivered in partnership with political parties and organizations.*
- Activities that may result in a direct, indirect, or perceived conflict of interest for active members of City Council.
- 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.
- Child care purposes (the City has a separate Child Care Grant Program, see www.richmond.ca/citygrants).
- Food access, food security, and urban agriculture purposes, including farmers' markets and operating expenses for food security organizations (the City has a separate Environmental Enhancement and Food Security Grant Program, see www.richmond.ca/citygrants).
- Travel costs outside the Lower Mainland.
- Other.

*For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding provided by the Province of British Columbia and the Government of Canada.

(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 Grant 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, licences), 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 the 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; and
- 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's website for dates (www.richmond.ca/citygrants). The following grant review stages will be followed (see sections below for further information):

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

(ii) Grant Program Guidelines and Web-Based Application

Grant program guidelines and access to the web-based application system will be posted on the City's website (www.richmond.ca/citygrants).

- These guidelines apply to the Parks, Recreation and Community Events Grant Program.
- A simplified application is available for minor requests ($5,000 or less), or year two or three of a multi-year funding cycle (see Multi-Year Funding Criteria, page 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's website (www.richmond.ca/citygrants) 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 Parks, Recreation and Culture.
- 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 information will be provided to applicants or the public until the staff report is posted on the City's 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 the 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 five 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.

(vii) Declaration of Conflicts of Interest

- Any person involved in the review and approval of City Grant Program applications, including active members of City Council, must declare any direct or indirect benefit to themselves, relatives, business associates, or to anyone else who would advance their personal interests, and may be required to recuse themselves from such processes.

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 five 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 the grant award or denial, if applicable, and to contact staff if further information is required.

(iii) Grant Use Report and Acknowledgement of Grant Benefits

- Those receiving a grant must provide evaluation results in a Grant Use Report either at year-end or, if applying to the Grant Program again, prior to submitting a new application.
- 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, as applicants may apply again the following year.

8. Further Information

For further information regarding the Parks, Recreation and Community Events Grant Program, please see the City's website at www.richmond.ca/citygrants or contact Parks, Recreation and Culture at 604-276-4000.

Page 1 of 2	City Grant Program	Policy 3712
	Adopted by Council: July 25, 2011 Amended by Council: July 9, 2012 Amended by Council: April 11, 2022 Amended by Council: January 29, 2024	

POLICY 3712:

Please note that there is a separate Sport Hosting Incentive Grant Policy (3710); Child Care Development Policy, including Child Care Grants (4017); and Steveston Village Heritage Conservation Grant Program Policy (5900).

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)
   - Environmental Enhancement (Parks and Recreation).
2. Casino funding may be used to create four separate line items for these City Grant Programs in the annual City operating budget.
3. Each of the four City Grant Programs may receive an annual Cost of Living increase.
4. A City Grant Steering Committee consisting of a representative of Community Social Services, Arts and Culture, Parks and Recreation, and Environment 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 vision and adopted Council Strategic Plan. Information regarding assessment criteria and the review process will be provided in Program Guidelines.
6. City Grant Programs will consist of three streams of grant requests:

   (i) $5,000 or less;

   (ii) over $5,000, whereby application requirements may be streamlined for requests of $5,000 or less; and

   (iii) no more than $500 for individuals applying for the Environmental Enhancement Grant.
7. Only registered non-profit societies governed by a volunteer Board of Directors requesting funding to serve primarily Richmond residents, are eligible, except for individuals accessing the Environmental Enhancement Grant.
8. Applicants may receive only one grant per year unless applying for Environmental Enhancement Grant funding for projects not utilizing other City Grant Programs funding.

9. Community Partner documents submitted to fulfill annual funding agreements with the City will be considered as part of grant application requirements.
10. 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.
11. Funding provided under the City Grant Program cannot be utilized for activities that may result in a direct, indirect, or perceived conflict of interest for active members of City Council. Furthermore, activities cannot be used to promote a particular person or group for the purpose of political campaigning or political campaign messaging.
12. Any person involved in the review and approval of City Grant Program applications, including active members of City Council, must declare any direct or indirect benefit to themselves, relatives, business associates, or to anyone else that would advance their personal interests, and may be required to recuse themselves from such processes.

2026 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations

#	APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOM.	GRANT TYPE RECOM.	APPLICATION SUMMARY	SEE ATT. 3 PAGE NO.
1	Asian Canadian Basketball Association	$ 3,000	$ 10,000	$ 2,500	Single Year	Operating expenses (personnel, consultant services, volunteer support, rent and supplies) for an inclusive basketball program that aims to connect adults, youth, newcomers, low-income families, and individuals with mental health challenges to their community through coached basketball training, team games, toastmaster sessions, and group health and exercise sessions.	Pages 1–3
2	Buddhist Compassion Relief Tzu Chi Foundation of Canada	N/A	$ 4,000	$ 2,000	Single Year	Personnel expenses, program materials, and food and beverages for 10 free seniors wellness sessions at its Richmond community office, featuring singing, crafts, health exercises, games, free traditional Chinese medicine consultation, Chinese tea service demonstration, floral arrangement art, drumming, vegetarian cooking, drawing, and health care education.	Pages 4–6
3	East Richmond Community Association	$ 3,000	$ 5,000	$ 3,000	Single Year	Personnel expenses, volunteer support, supplies, equipment, program materials and entertainment expenses for free Summer Fun in the Park events, outreach pop-ups for families, and the Cambie Community Carnival at the King George/Cambie Community Park and Cambie Community Centre, geared towards families, targeted groups such as visible minority families and newcomers, and other low-income populations.	Pages 7–10
4	Goan Overseas Association	N/A	$ 20,000	$ -	N/A	Consultant services, volunteer support, utilities, program materials, and program support for the organization's 50th anniversary celebrations, featuring a New Year's Gala, Goan Carnival, Inter-City, Multi-Generational Musical, 50th Anniversary Gala, "Discover Vancouver" bus tour for guest from other provinces and countries, and a High Tea for Seniors to recognize the contributions of the organization's elders. Not recommended as they did not meet the eligibility requirements.	Pages 11–13
5	Hamilton Community Association	$ 3,000	$ 5,000	$ 3,000	Single Year	Volunteer support, supplies, and equipment expenses for an annual Hamilton Night Out at Hamilton Community Park, which will feature carnival games, activities, an outdoor movie, and community booths to engage with the community in a safe and inclusive setting.	Pages 14–16
6	Kajaks Track & Field Club	$ 2,500	$ 5,000	$ 2,500	Single Year	Expenses to increase the organization's Track Rascal program offerings, which is an introductory program for 6–8 year olds, and to engage the coach services of Michaela Colluney for Kajaks athletes.	Pages 17–19
7	KidSport - Richmond Chapter	$ 24,000	$ 30,000	$ 20,000	Single Year	Subsidized sport program fees for children and youth of low-income families, who may not otherwise be able to participate in Sport BC-affiliated sport programs.	Pages 20–22
8	Latincouver Cultural & Business Society	$ 3,000	$ 5,000	$ 3,000	Single Year	Personnel expenses, volunteer support, equipment, materials, promotional expenses, venue, referees, and other logistical expenses for a Chiquitzin Kids' Fiesta, featuring art making activities, storytelling events, talent shows, puppet and magic shows, yoga lessons, face painting and dress-up workshop, and a soccer tournament.	Pages 23–25
9	London Heritage Farm Society	N/A	$ 5,000	$ 3,000	Single Year	Volunteer support, supplies, equipment, program materials, and entertainment expenses for the annual Family Fun Day, which features heritage activities, live performances, and community engagement to showcase historic farm life and local culture.	Pages 26–28

2026 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations							
#	APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOM.	GRANT TYPE RECOM.	APPLICATION SUMMARY	SEE ATT. 3 PAGE NO.
10	Minoru Seniors Society	N/A	$ 5,000	$ -	N/A	Personnel expenses, volunteer support, program materials, local travel, and refreshment expenses for Nature's Canvas: A Park Ecology & Foliage Art Series, which features guided park walks with a naturalist, and art sessions with materials responsibly-collected fallen foliage and other organic materials. Not recommended for funding, as they have also applied to, and are recommended to receive funding from the Health, Social and Safety City Grant Program.	Pages 29–31
11	Nations Cup Soccer Society	$ 3,000	$ 5,000	$ 3,000	Single Year	Operating expenses (materials, supplies, volunteer support, and celebrations) for a soccer tournament to support multiculturalism and ethnic diversity through sport.	Pages 32–33
12	Operation Trackshoes Society (operating as OneAbility Games)	N/A	$ 15,000	$ 7,500	Single Year	Personnel expenses, volunteer support, supplies, equipment, program materials, marketing, and community engagement expenses for the public, inclusive May 2026 OneAbility Games at the Richmond Olympic Oval, which will bring together over 1,500 participants for inclusive sport experiences, wellness activities, and community showcases.	Pages 34–36
13	Pacific Wave Artistic Swim Club	$ 3,000	$ 23,057	$ 2,500	Single Year	Operating expenses (consultant services, rent, utilities, supplies, and equipment) for national and provincial stream shows at Watermania, promotional booths at Minoru Centre for Active Living and Oval Community Day, Steveston Salmon Festival float, coach support and training, overflow beginner swimming program, free try-it sessions, and a referral rebate program for members to refer new swimmers.	Pages 37–41
14	Professional Development Association in Canada	N/A	$ 10,000	$ -	N/A	Expenses for venue rental, event logistics, marketing, and charity initiatives for the Dreams & Deeds Festival & Let Love Soar Charity Gala, featuring family activities, networking opportunities, youth interactive workshops and activities, local entertainers, and a charity auction. Not recommended as they did not meet the eligibility requirements.	Pages 42–45
15	Richmond Athletic Foundation	N/A	$ 10,000	$ 2,500	Single Year	Expenses for facility rentals, equipment, and promotion, and developmental, tournament, and travel subsidies for the BWC Growth Initiative, a community-based wrestling development program to increase participation among inner-city youth and new Canadians aged 6–13.	Pages 46–48
16	Richmond City Centre Association	N/A	$ 5,000	$ 3,000	Single Year	Personnel expenses, supplies, equipment, marketing, and refreshments for the annual Winter Solstice: Invite the Night event, which highlights how Musqueam, Celtic, Ukrainian, Chinese, and other cultures celebrate the solstice, and features arts, crafts, education, and food.	Pages 49–51
17	Richmond Cosom Floor Hockey Association	$ 700	$ 2,000	$ 1,000	Single Year	Volunteer support, equipment, and program material expenses for a free, drop-in program to allow participants with developmental or intellectual delays to experience cosom floor hockey in a safe and appropriate setting.	Pages 52–54
18	Richmond Food Security Society (operating as Urban Bounty)	N/A	$ 18,000	$ 9,000	Single Year	Personnel expenses, consultant services, volunteer support, supplies, equipment, and local travel for Richmond Park & Garden Tours, which are free, guided walking tours on the local biodiversity and nearby organizations and support services of Terra Nova Rural Park, Paulik Park, Railway Greenway, Garden City Lands, Cook Neighbourhood School Park, Garratt Neighbourhood Park, King George/Cambie Community Park, and Hamilton Community Park.	Pages 55–57
19	Richmond Museum Society	$ 3,000	$ 5,000	$ 3,000	Single Year	Volunteer support, workshop presenter fees and supplies for heritage activity stations for the free, annual Richmond Regional Heritage Fair at the Richmond Public Library and Richmond Cultural Centre, which showcases local students' research projects on Richmond history and heritage to the local community.	Pages 58–61

2026 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations							
#	APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOM.	GRANT TYPE RECOM.	APPLICATION SUMMARY	SEE ATT. 3 PAGE NO.
20	Richmond Nature Park Society	$ 3,000	$ 5,000	$ 3,000	Single Year	Personnel expenses, volunteer support, and supplies for environmental shows for families, children, seniors, and local residents that feature interactive presentations, hands-on workshops, and guided nature walks that engage participants in environmental stewardship and awareness.	Pages 62–64
21	Richmond Winter Club	N/A	$ 2,000	$ 1,000	Single Year	Volunteer support, supplies, equipment, program materials and refreshments for a free, family-friendly Try Curling Open House to make curling accessible to people of all skill levels, ages, and backgrounds.	Pages 65–67
22	Sea Island Community Association	$ 1,000	$ 4,000	$ 2,000	Single Year	Volunteer support, supplies and contract services for fireworks for the Halloween fireworks and community event at Sea Island Community Centre.	Pages 68–70
23	Steveston Community Society - Richmond Summer Project	$ 35,901	$ 48,250	$ 31,362	Multi-Year – Year 3	Personnel expenses, volunteer support, and training for the coordination of the Richmond Summer Project, which helps 13 community associations and societies provide equitable summer day camp programs and services to residents, including the provision of additional staff support for children with special needs.	Pages 71–72
24	The Richmond Sports Council	$ 8,000	$ 20,000	$ 12,000	Single Year	Subsidized sport program fees to help children and youth of low-income families participate in active recreation and sports programs that may not have a provincial governing body or are located outside Richmond.	Pages 73–75
25	The Sharing Farm Society	$ 29,500	$ 42,000	$ 8,000	Single Year	Personnel expenses, consultant services, volunteer support, supplies, equipment, and program materials for the annual Richmond Garlic Fest at Terra Nova Rural Park, which features an artisan market, garlic-themed food vendors, kids' crafts and educational activities, live music, farm tours, local farmer and food producer booths, educational speakers to raise awareness on environmental and food security issues, and Richmond's heritage, and birds-of-prey demonstrations.	Pages 76–78
Totals			**$ 308,307**	**$ 127,862**			
2026 PRCE Grant Budget				**$ 127,862**			
Remaining Funds				**$ -**			

Richmond
City of Richmond, British Columbia, Canada

Society:	Asian Canadian Basketball Association
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$10,000.00
Proposal Title:	Health Sport and Community Growth Program
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	900
Richmond Residents:	500

Grant Request Summary

Our health sport and community growth program is designed to provide a series of non-exclusive, safe, and educational team sport activities for adult community members, including newcomers, low-income families, youth, adults, and mental health patience. Our goal is to utilize team sport tools to motivate individual health growth and promote community wellness. The activities include four components: 1. Coach lead team growth training - the sessions to introduce and teach team basketball to various levels of adult community members to motivate collaborate better; 2. Weekly organized team forming exercise game - the sessions to allow participants to form an exercise routine and network with local members through team forming journey; 3. Team forming and individual growth inspirational toastmaster sessions - the components to emphasize leadership and communication skill development, further removal of physical conditions barriers to allow residence connect through sport theme; 4. special group health improvement and team exercise sessions - we develop the special group training sessions for youth and mental health patience to improve their social connections and health status, the potential partners for these programs are Richmond School Board and Vancouver Coast Health. All four components integrate together to promote team sport to most active and in demand local residences and emphasize the collaboration and relationship building effort crossing all age groups which is the main difference for this program compared to other recreational program. The program motivates individuals to do better in the team sport environment, think more in growth perspective, and connect with others in a frequent manner, and build a routine to improve for better. The purpose is to generate a team sport environment to nurture people to not only do health exercise but also connect and establish a relationship with teammates. Furthermore, the program offers a one of a kind new immigrant service which allows members to connect with the local community through a sport channel without any constraints. The program is inspired by the church service which gather community members weekly to celebrate and

networking. Our program is built to allow anyone to gather for the purpose of health growth, help newcomers adapting to community easily, motivate members to nurture growth mindset and build lasting relationship, and gradually develop a connected tighter and stronger community. The Grant request will assist cover our continuous development of team communication toastmaster sessions, including program development marketing expense, event planning, guest speaker engagement, program supply, program staff salary, mentorship program creation, space rental, and other miscellaneous reimbursement.

Richmond Services Received by Your Organization

We're currently renting a secondary school basketball gym from City of Richmond School Board 38 rental department for an estimated value of $12,000 from Sep.2025 to Jun.2026. This is the fourth year we rent from school board. We have received the City of Richmond Neighborhood Celebration Grant for our annual Sunset Fraser Basketball Festival program. We have received the City of Richmond Grant (2024-2025) to support our communication toastmaster activity, the branch is established and the grant report has been completed.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$39,346.00	$1,782.00
Total Expenses	$39,362.00	$3,000.00
Annual Surplus or (Deficit)	($16.00)	($1,218.00)
Accumulated Surplus or (Deficit)	($250.00)	($1,468.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year We have secured three program grants and completed all them successfully. A minor deficit of $16 is made due to extra admin expense.

Current Year We have secured one grant (neighborhood celebration grant) and completed the program, the stakeholder donation and cashflow support contribute to support our routine operation while a deficit is accumulated. Many planning activities are happening for upcoming operation year, the deficits are expected to be recovered later upon full capacity operation in winter and more fund raising activities coming in. The current year amount is based on actual incurred amount.

Explanation for Accumulated Surplus or (Deficit)

Over last three years, we have a minor accumulated deficit of $250 which is a result of some uncontrollable admin charge (financial software, web site service, admin). The deficit value is relatively small and post no risk to our operation.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$4,000.00
Consultant Services	$3,000.00
Volunteer Support (e.g. expenses, recognition)	$1,000.00
Office Rent or Mortgage	$1,000.00
Utilities and Telephone	$0.00
Supplies	$1,000.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other:	$0.00
Total:	**$10,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Community Gaming Grant	$20,000.00
Richmond Foundation	$10,000.00
Stakeholder and donor	$5,000.00

Amount Your Society will Provide: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Buddhist Compassion Relief Tzu Chi Foundation of Canada
Grant Type:	$5,000 or Less Grant
Grant Request:	$4,000.00
Proposal Title:	2026 Seniors Wellness Program
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	40
Richmond Residents:	40

Grant Request Summary

The Foundation's Richmond Community Office and Education Office will be responsible for holding this program in the community office at 2160-8788 McKim Way in 2016. The Community Office will plan all the details and work with the partner company to run this program for 10 sessions in 2026 for the senior residents who are living in the City of Richmond. Before each session, the Office will invite every seniors to register. As for the activities this program proposes in 2026 will include singing, creative crafts, health exercise, games, free Traditional Chinese Medicine consultation, demonstration of Chinese tea service, floral arrangement art, drumming, simple vegetarian cooking, creative drawing, health care knowledge sharing, and so on. The Community Office will invite the experienced instructors or volunteers to deliver these proposed activities to the attendees. As the Foundation has run similar program in Vancouver for 3 years, we have accumulated much experiences to hold the senior social wellness program which aims to provide a chance for the seniors living in Richmond to have a chance to meet more people, make friends with different persons and learn more knowledge which will let them feel happiness and comfortable about life.

Richmond Services Received by Your Organization

none

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$3,626,436.00	$1,130,338.00
Total Expenses	$1,325,827.00	$1,201,930.00

Your Society's Budget	Last Complete Year	Current Year
Annual Surplus or (Deficit)	$2,517,606.00	($79,128.00)
Accumulated Surplus or (Deficit)	$38,430,061.00	$38,350,933.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Large donations from donors for specific project

Current Year Only calculated for seven months

Explanation for Accumulated Surplus or (Deficit)

Accumulated from the past 3 decades

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$2,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$1,000.00
Local Travel	$0.00
Other: food & beverage	$1,000.00
Total:	**$4,000.00**

Amount Your Society will Provide:	$0.00
Total Proposed Budget:	$4,000.00

Society:	East Richmond Community Association
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Cambie's Summer Event Series
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	June 27, 2026
End Date (if applicable):	August 31, 2026
Number To Be Served:	800
Richmond Residents:	750

Grant Request Summary

The East Richmond Community Association (ERCA) is seeking to continue to enhance and expand its free summer event series in 2026. By amplifying our summer special events, ERCA aims to engage a broader segment of Richmond residents, with a focus on the East Richmond community. Additional grant funding will enable us to scale beyond grassroots efforts and significantly increase access to low-cost or no-cost events for families, targeted groups, and other low-income populations. Founded in 1984, the East Richmond Community Association (ERCA) provides accessible programs and services to East Richmond residents with the goal of promoting community and enhancing quality of life. The catchment area of Cambie Community Centre is geographically the largest in comparison to other community centres in Richmond. Delivering consistent, high-quality summer programming while minimizing barriers to participation is central to connecting the Cambie Community Centre with the diverse communities we serve. Located in an industrial area, Cambie primarily serves low-income, visible minority families and newcomers to Canada. Our focus is on providing meaningful programming at little to no cost, ensuring all residents feel welcome, valued, and empowered to participate in community life. ERCA plans to continue welcoming the community to its summer events throughout 2026. This will continue to feature the Summer Fun in the Parks series, outreach pop-ups tailored for families, and the Cambie Community Carnival. Subject to funding availability, we would like to introduce a movie night either as a finale to the Carnival or as a standalone event. Should the movie night not be possible, ERCA will further enhance the Carnival by adding additional interactive elements such as performers, inflatables, and large-scale games. The Summer Fun in the Park series consists of themed events offering crafts, games, entertainment, and group activities in a relaxed, family-friendly environment. All events are free to the public and designed to encourage community connections. In 2025, the series continued to feature collaborations with community partners such as the Richmond

Public Library and the youth-led Art2Heart Foundation. This event series was made possible with grant funding in 2024 and 2025. This series also helps address a service gap at Cambie for children under three years old. Many families attending preschool day camps (ages 3–5) brought younger siblings to participate in concurrent park activities, highlighting the importance of inclusive programming for all ages. In 2025, Cambie hosted three Pop-Up Parks events at Mitchell School Park, Tait Riverfront Community Park, and King George Park. These mobile events remove geographic and transportation barriers, bringing programming directly into local spaces. These events are essential for reaching residents across our wide catchment area, especially those with limited mobility or transportation options. Cambie will once again present the Community Carnival as its signature summer event. This celebration features a variety of games and activities organized by the centre's diverse program areas, offering participants a hands-on way to explore and connect with the centre's offerings. By showcasing all program areas, the event appeals to people of all ages and interests. Local community organizations are invited to participate with interactive booths. This past 2025 Carnival included booths from Building Safer Communities Fund, the City's Environmental Programs and Youth Outreach, Richmond Addiction Services Society, Richmond Fire Rescue, Richmond RCMP, Richmond Sockeyes, Urban Bounty, and Art2Heart Foundation. Additional entertainers will provide engaging performances to delight families. ERCA will also operate a popular concession stand, providing an opportunity for members to connect with attendees and contribute back to the community they support. Volunteers play a vital role in delivering these events. In 2025, more than 60 volunteers, many from H.J. Cambie Secondary, contributed over 350 hours to support our programming. This collaboration strengthens ERCA's relationships with local schools and fosters leadership among youth. These events align with many of the City of Richmond's Sport and Recreation Strategy focus areas: o Awareness and Understanding: outreach and program education to participants o Engaged Community: reduction of barriers o Active People and Vibrant Places: use of park spaces and offsite facilities in outreach programs o Connectedness to Nature: outdoor, public events at various community parks Statistics Sources: https://www.richmond.ca/__shared/assets/Income_Hot_Facts6259.pdf; https://www.richmond.ca/__shared/assets/2006_Ethnicity20987.pdf; https://www.richmond.ca/__shared/assets/Population_Hot_Facts6248.pdf Sport and Rec Strategy Document: https://www.richmond.ca/__shared/assets/recreation_and_sport_strategy_2019_202460006.pdf

Richmond Services Received by Your Organization

Subsidized space, heat and light, community centre staffing, maintenance on a percentage basis with the City of Richmond and Richmond School District 38. Estimated value is $735,695.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$1,470,401.32	$1,515,327.00
Total Expenses	$1,322,076.50	$1,423,483.00

Your Society's Budget	Last Complete Year	Current Year
Annual Surplus or (Deficit)	$148,324.82	$91,845.00
Accumulated Surplus or (Deficit)	$606,518.72	$698,363.72

Explanation for Annual Surplus or (Deficit)

Last Complete Year Increase of program registrations as programs expand with new offerings and increased engagement. Additional grant funds received to support low-cost/no-cost programming.
Current Year Increase of program registrations as programs expand with new offerings and increased engagement. Additional grant funds received to support low-cost/no-cost programming.

Explanation for Accumulated Surplus or (Deficit)

For projects and community initiatives still in progress.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events
2025	$1,393.12	Child Care Capital Grant
2024	$1,613.44	Child Care Capital Grant
2024	$2,000.00	Parks, Recreation & Community Events
2023	$2,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$1,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$350.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$900.00
Equipment	$300.00

Item	Amount ($)
Photocopying	$0.00
Program Materials	$1,200.00
Local Travel	$0.00
Other: Entertainers, External Booths and Vendors, Event Rentals (e.g. inflatables), Movie Night equipment/licensing.	$6,600.00
Total:	**$10,350.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Community Prosperity Grant	$4,350.00

Amount Your Society will Provide: $1,000.00

Total Proposed Budget: $10,350.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Goan Overseas Association
Grant Type:	Multiple Year Funding Cycle - (Year 1 of 3) Over $5,000 Grant Program
Grant Request:	$20,000.00
Proposal Title:	GOA 50th Anniversary Celebrations 2026
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	Jan 01, 2026
End Date (if applicable):	Dec 31, 2026
Number To Be Served:	2500
Richmond Residents:	1000

Grant Request Summary

The year 2026 marks the 50th anniversary of GOA Vancouver, a milestone that celebrates five decades of community service, cultural preservation, and unity. To honor this achievement, a series of special events will be held throughout the year, designed to share the richness of Goan culture while engaging members and residents of Richmond in joyful celebration. We will launch the year with a New Year's Gala, ringing in our golden jubilee with music, dance, and the warmth of community spirit. In the months that follow, we plan to host a vibrant Goan Carnival, inviting community members to express their creativity and artistry through floats, costumes, and performances that showcase the colorful and lively carnival traditions of Goa. A highlight of the year will be an Inter-City, Multi-Generational Musical, bringing together participants of all ages to collaborate in a production that promotes unity, creativity, and positive engagement within the community. Our grand 50th Anniversary Gala will feature a Goan folk dance performance presented by community members, authentic Goan cuisine, and the participation of local dignitaries and guests. This event will serve as both a cultural showcase and a tribute to the generations that have sustained the Association. To extend our hospitality, we plan to organize a "Discover Vancouver" Bus Tour, welcoming guests from other provinces and countries and offering them an opportunity to experience the beauty and warmth of our region. Finally, recognizing the contributions of our elders, we will host a High Tea for Seniors — a relaxed, elegant gathering to honor their role in shaping our community's legacy. Each of these events embodies the values of heritage, inclusivity, and togetherness, strengthening our ties with the Richmond community and ensuring that the next generation inherits a living, thriving Goan identity.

Richmond Services Received by Your Organization

n/a

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$18,004.42	$18,665.50
Total Expenses	$3,947.65	$2,516.79
Annual Surplus or (Deficit)	$14,056.77	$16,148.71
Accumulated Surplus or (Deficit)	$140,152.00	$156,301.14

Explanation for Annual Surplus or (Deficit)

Last Complete Year Future Vision: The Goan Community Centre The GOA Vancouver continues to work toward its long-term dream of establishing a Goan Community Centre — a dedicated space where members and the broader community can gather to celebrate, connect, and preserve our heritage. With the steady rise in real estate costs, achieving this goal has become increasingly challenging. However, our organization remains steadfast and strategic, gradually building funds through membership contributions, community events, and prudent financial management. Our vision is to one day own or rent a welcoming space where members can come together to share stories, celebrate milestones, host cultural activities, and enjoy music, food, and fellowship reflective of the Goan spirit. The Community Centre will serve as a legacy for future generations, ensuring that Goan culture and camaraderie continue to thrive in the heart of Richmond and the Greater Vancouver area.

Current Year n/a

Explanation for Accumulated Surplus or (Deficit)

Future Vision: The Goan Community Centre The GOA Vancouver continues to work toward its long-term dream of establishing a Goan Community Centre — a dedicated space where members and the broader community can gather to celebrate, connect, and preserve our heritage. With the steady rise in real estate costs, achieving this goal has become increasingly challenging. However, our organization remains steadfast and strategic, gradually building funds through membership contributions, community events, and prudent financial management. Our vision is to one day own or rent a welcoming space where members can come together to share stories, celebrate milestones, host cultural activities, and enjoy music, food, and fellowship reflective of the Goan spirit. The Community Centre will serve as a legacy for future generations, ensuring that Goan culture and camaraderie continue to thrive in the heart of Richmond and the Greater Vancouver area.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$1,500.00
Volunteer Support (e.g. expenses, recognition)	$1,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$2,500.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$100.00
Program Materials	$5,000.00
Local Travel	$0.00
Other: support of programs planned for 2026	$10,000.00
Total:	**$20,100.00**

Financial Assistance From Other Sources (if applicable)

Amount Your Society will Provide: $10,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Hamilton Community Association
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Hamilton Night Out
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	September 04, 2026
End Date (if applicable):	September 04, 2026
Number To Be Served:	900
Richmond Residents:	700

Grant Request Summary

We are seeking funds from the City of Richmond to deliver our annual Hamilton Night Out event. Hamilton Night Out is a signature event for the Association and is one of the largest events we host. Hamilton Night Out includes a portable rock wall, carnival games, inflatables, community booths, food trucks and an outdoor movie. This event allows us to engage with the community in a safe and inclusive setting. Hamilton Night Out is a family oriented event but residents of all ages attend. We partner with local businesses to build connections within the Hamilton Area and to bring awareness to non-Hamilton residents of our services, facilities and amenities. This grant would allow us to grow the event and add additional activities to meet demand and improve participant satisfaction. This year, we were able to add live performances and additional food trucks with the funds from this grant. In the future, we hope to add an additional inflatable and rent a larger movie screen.

Richmond Services Received by Your Organization

The Hamilton Community Association operates out of the Hamilton Community Centre which is a city owned facility. Hamilton Night Out takes place at Hamilton Community Park, which is a City of Richmond park. City of Richmond staff also work out of the Hamilton Community Centre and support day to day operations and provide items for events such as water stations, garbage and recycling bins.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$866,067.05	$869,419.28
Total Expenses	$796,857.09	$844,681.48

Your Society's Budget	Last Complete Year	Current Year
Annual Surplus or (Deficit)	$69,209.96	$24,737.80
Accumulated Surplus or (Deficit)	$0.00	$0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Surplus is accumulated each fiscal year from revenue in programs. This surplus is redistributed back into our programs and events and helps offset losses in program areas such as events, seniors and youth. These three program areas typically run at a deficit so this is one way we can support these areas. Surplus is also used towards upgrades within the facility. This year, the surplus was used to purchase a new commercial size fridge for our kitchen used by Out of School Care programs. The Association also invested in staff by purchasing laptops for the Program Coordinator and Childcare Director. This has made off-site meetings more efficient and easier for them both to attend.
Current Year With an increase in wages and hours for association staff we are anticipating a reasonable surplus of $24,737.80.

Explanation for Accumulated Surplus or (Deficit)

Surplus is accumulated each fiscal year from revenue in programs. This surplus is redistributed back into our programs and events and helps offset losses in program areas such as events, seniors and youth. These three program areas typically run at a deficit so this is one way we can support these areas. Surplus is also used towards upgrades within the facility. This year, the surplus was used to purchase a new commercial size fridge for our kitchen used by Out of School Care programs. The Association also invested in staff by purchasing laptops for the Program Coordinator and Childcare Director. This has made off-site meetings more efficient and easier for them both to attend.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events
2025	$1,366.00	Child Care Capital Grant
2024	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$400.00

Item	Amount ($)
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$2,300.00
Equipment	$2,300.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other:	$0.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Pharmasave	$1,000.00

Amount Your Society will Provide: $11,000.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Kajaks Track & Field Club
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Kajaks Grant Proposal
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	Last year we had 190 athletes registered in one of our many programs including seasonal and annual.
Richmond Residents:	We can estimate that just over 80% of our athletes are residents of Richmond. We also have 20% of athletes coming to us from as far as Maple Ridge 3x a week due to our wonderful coaching staff.

Grant Request Summary

We are hoping to receive $5000.00 to put towards increasing our club numbers through additional programs offered. This past summer 2025, we ran a few successful/ full track rascals programs and had a waitlist for upcoming programs. The Track Rascals program is an introductory program for children ages 6-8. Many children will then join our Junior Development program upon turning 9. We are also fortunate to have one of our Athlete Development coaches, Michaela Colluney B.Sc.(Kin),ChCP RK,AIS,STR, NCCP, FMS Level1&2 Owner BodyEngineered Functional Movement Training Owner Kids On Track Athletic Development Power Speed Hurdle Coach be able to provide her expertise in additional add-on programs, such as the very popular Speed Tech sessions, which ran at full capacity and had a waitlist. Michaela's experience is as follows, Michaela Colluney is the Performance Coach for Hurdles and Sprints at Kajak’s, specializing in combined events. Michaela is a former national team hurdler and is now a nationally certified performance coach and Chartered Professional Coach. Michaela is also a practicing Kinesiologist and owner of a kinesiology company in the Lower Mainland. The community benefits will be substantial. Once again, we had 2 Kajaks athletes, Evan Dunfee and Camryn Rogers, on the global stage, winning gold medals for Canada at the World Athletics Championships last month. Evan and Camryn both give back to the community and the Kajaks club regularly, which in turn brings more athletes to the sport of track and field and more athletes to Kajaks, which remains the only track and field club in Richmond.

Richmond Services Received by Your Organization

We are currently paying approximately 2000.00 per year to for track usage at the Clement track and approximately 4000.00 per year for usage of the Oval.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$212,410.00	$212,410.00
Total Expenses	$214,047.00	$214,047.00
Annual Surplus or (Deficit)	($1,637.00)	($1,637.00)
Accumulated Surplus or (Deficit)	($9,325.00)	($1,193.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year In 2025, we ran at a deficit due to increased athlete expenses. Coaching costs, equipment and supplies, training, and development are all important and cannot be skimped on. In order to maintain a professional track and field club, Kajaks must support athletes' needs. This means that even though we are acquiring new members, we are also spending more.

Current Year We anticipate that we will have a very similar budget, expenses in and out, for the current year. It is possible we will run at an even bigger deficit given the likelihood that equipment will need to be replaced and more athletes will qualify for provincial and international meets.

Explanation for Accumulated Surplus or (Deficit)

Kajaks continues to run at a deficit each year as a big hit was taken during the Covid years. In the years that followed, the deficit has slowly decreased but is still present.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,500.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00

Item	Amount ($)
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: To increase our track rascals offerings and eliminate the long waitlist to ensure all children aged 6-8 can enroll. To utilize Coach Michaela Colluney and provide her services to all Kajaks Athletes	$5,000.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Gaming Grant	$15,000.00

Amount Your Society will Provide: $60,000.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	KidSport - Richmond Chapter
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$30,000.00
Proposal Title:	KidSport™ Richmond Grant
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	550
Richmond Residents:	550

Grant Request Summary

Social and economic obstacles can prevent some young people from participating in organized community and school sports. KidSport Richmond's purpose is to provide financial assistance to help financially challenged families overcome the financial barrier that may exist to ensure their children will have the opportunity to participate in at least one season of sport of their choice. The season of sport MUST be a minimum 6 weeks of duration and with activities occurring at least once per week. For 2025, KidSport Richmond provides funding for sport registration fees up to a maximum of $400 per child per calendar year for athletes up to 18 years of age. The Sport Organization must be affiliated with Sport BC. Applications are qualified based upon confirmation of family income level qualifying to published Low-Income-Cut-Off-Values or as verified by an appropriate financial verification endorser who would be aware of the family's financial situation. Athletes must reside in the City of Richmond to qualify for grant funding. KidSport Richmond is currently funding more than 84% of applications received. Grant funds are paid directly to the local sport organization or secondary school and not directly to the family or child. The community need for sport funding has constantly increased due to the many economic impacts on financially challenged families. In 2024, KidSport Richmond provided grants to 504 athletes for a total of $158,500. This was a 54% increase in athletes supported with no increase in funds paid out as we reduced our maximum grant payout to $400 per athlete. As of September 2025, KidSport has provided grants to 387 athletes for a total of $117,000.

Richmond Services Received by Your Organization

None

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$177,330.00	$214,500.00
Total Expenses	$162,764.00	$219,500.00
Annual Surplus or (Deficit)	$14,566.00	($5,000.00)
Accumulated Surplus or (Deficit)	$160,717.00	$155,717.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year In 2024, due to a labour dispute at our partnering Hotel sponsor, KidSport Richmond was not able to host our annual fundraising Gala. This caused our committee to reduce the maximum grant payout from $800 to $400 per athlete. Successful fundraising efforts by new committee members and financial support received from SportBC through the Government of BC resulted in a small surplus of $14,500 for the year.

Current Year We have enjoyed a successful year in both our fundraising efforts and an increase in the number of grants provided to Richmond families. Our annual fundraising banquet was a huge success for this year, which has helped to generate a surplus to the end of September. Our grants has remained at a similar level to 2024 due to the 50% reduction in the maximum grant payout. We are expecting to fund another $30,000 in athlete grants to the end of the year. This year's expected surplus should allow us to increase our maximum athlete funding for 2026. In 2024 the Jumpstart program, due to financial considerations, has reduced their funding to athletes in our region. This is putting more funding pressures on KidSport Richmond as families look to community support programs to assist with sport funding.

Explanation for Accumulated Surplus or (Deficit)

Grants and donations do not come in an equal amount each month and are not guaranteed annually. The accumulated surplus enables KidSport Richmond to have sufficient financial resources on hand to fund approved applications each month and not having to wait to receive funding, grants or donations to continue paying out athlete grants. Our goal is to have an accumulated cash surplus to cover a minimum of 12 months of operating costs to enable us to keep awarding grants should KidSport Richmond experience a significant disruption in our funding sources.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$24,000.00	Parks, Recreation & Community Events
2024	$20,000.00	Parks, Recreation & Community Events
2023	$20,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Provide funding for partial sport registration fees up to $400 per child annually to children and youth from financially challenged families who reside in Richmond, to participate in community and school sports whose sport organization is affiliated to with Sport BC.	$30,000.00
Total:	**$30,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Hamber Foundation	$3,000.00

Amount Your Society will Provide: $0.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Latincouver Cultural & Business Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Chiquitzin Kids' Fiesta 2026
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	July 18, 2026
End Date (if applicable):	July 18, 2026
Number To Be Served:	500
Richmond Residents:	425

Grant Request Summary

Chiquitzin Kids' Fiesta is an event dedicated to celebrating culture, community, art, and family fun, offering a vibrant day of performances, art, and community engagement for families and children in Richmond. Scheduled for July 18, 2026, the event will bring children and families together and promote dialogue, learning, and connection. Chiquitzin Kids' Fiesta will include art making activities, storytelling events, talent shows, kids' shows, and workshops focused on face painting and dress up. Additionally, a soccer tournament will be open to attendees in celebration of Latin American's love for the sport and the upcoming World Cup, with the aim to foster unity and pride among all who participate or cheer from the sidelines. Performances throughout the event will include singing and dancing, yoga lessons, story telling shows, musical activities, a puppet show, a magic show, and a talent show. To foster community learning alongside cultural exchange, Chiquitzin Kids Fiesta will include a Bilingual program that will have children engage with creative French-English learning activities. The program will focus on children aged four to twelve and their caregivers, providing them with an opportunity to learn, practice, and celebrate Canada's two official languages. The program's activities will include a playful journey through cultural activity stations that will allow them to practice English and French vocabulary, as well as a multilingual knitting circle that will invite families to collaborate through yarn, music and movement as well as sing the traditional French song La laine des moutons. Scheduled for July 18, 2026, Chiquitzin Kids' Fiesta will provide Richmon's diverse community with a unique opportunity to engage with and learn about Latin American culture for Richmond's diverse community, as well as engage with Canada's two official languages. By reaching out to families and adults seeking an inclusive, culturally rich social experience, this event seeks to build meaningful connections across cultures. The event will benefit the community by promoting cultural inclusivity, enhancing social interaction, and strengthening cultural pride for Richmond's Latin American residents.

Richmond Services Received by Your Organization

Latincouver does not receive any City of Richmond Services at this time.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$2,089,779.00	$2,201,659.00
Total Expenses	$2,472,742.00	$2,199,183.00
Annual Surplus or (Deficit)	($383,732.00)	$0.00
Accumulated Surplus or (Deficit)	($242,488.00)	($242,488.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year In 2024, Latincouver recorded a deficit due to a variety of factors, including rising costs across labour, venue rentals, and production expenses. These rising costs have impacted our ability to operate at pre-pandemic levels. Many other arts and cultural Metro Vancouver and Canada have also struggled due to ongoing economic pressures. Furthermore, our sponsorhip revenue remains below pre-pandemic levels, and we received reduced grant support in 2024 due to fewer available funds and increased competition as more organizations vie for limited resources. Despite these challenges, Latincouver is not at risk of financial insolvency and remains a financially stable organization with a long-term vision for sustainability. We have implemented several initiatives to strengthen our financial position. Firstly, we continue to streamline operations by reducing staff hours and optimizing roles to maintain efficiency while managing costs. Additionally, we actively pursue new funding sources, including increased sponsorships, new ticketed events, new fundraising initiatives, and increased grant applications. Furthermore, we have launched new partnerships and collaborations with businesses and community organizations to enhance financial stability and reduce our dependency on traditional funding sources. Lastly, we are identifying cost-saving measures in event planning, vendor contracts, and digital marketing to improve revenue without compromising the quality of our services. We are confident in our ability to continue delivering impactful programming while adapting to the evolving economic landscape.

Current Year We don't expect to have an Annual surplus or deficit in the current year.

Explanation for Accumulated Surplus or (Deficit)

Accumulated Surplus decreased due to an operating deficit in 2024. Compared to the previous year, we have not received as much support from grants and sponsorships, as there are fewer grant funds available and a growing number of organizations seeking the same limited resources. This increased competition for funding has resulted in a significant shortfall for us.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$800.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$500.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$1,000.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Marketing/ Promotions/ Venue and other logistical costs/ Referees/ Soccer balls and other related equipment	$2,700.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Canadian Heritage	$15,000.00
BC Gaming	$5,000.00
Creative BC	$2,500.00

Amount Your Society will Provide:	$15,000.00
Total Proposed Budget:	$5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	London Heritage Farm Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	London Heritage Farm - Family Farm Day
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	August 09, 2026
End Date (if applicable):	August 09, 2026
Number To Be Served:	1,400
Richmond Residents:	Approximately 1,000

Grant Request Summary

City Grant Request Submitted by: London Heritage Farm Society Location: London Farm 651 Dyke Road, Richmond, B.C., V7E 3R3 Event Overview The London Heritage Farm Society is requesting support from the City of Richmond to host Family Farm Day, a community celebration taking place on August 9th, 2026 at the historic London Heritage Farm. This annual event invites families and visitors of all ages to experience a fun, educational, and interactive day filled with heritage activities, live performances, and community engagement. Family Farm Day showcases the charm of historic farm life while promoting local culture, history and volunteerism. Objectives • Promote community engagement and family participation. • Increase awareness of Richmond's Agricultural and Cultural Heritage. • Support local artists, clubs and heritage groups. • Improve awareness of heritage site value, history of Richmond, introduce food security awareness • Provide accessible, educational, and enjoyable experiences for residents and visitors. Event Highlights Family Farm Day will feature a full day of family-friendly activities, community displays and local entertainment, including: Animal Encounters: Meet ponies, rabbits, and owls while learning about there care and importance in farm life. Hands On Learning: Plant a seed to take home, explore heritage demonstrations, and chat with local craftspeople. Children's Activities: Hop sack races, arts and crafts, face painting, pony rides, balloon twisting, and more! Community Group Exhibits: Displays and demonstrations by the Lego Club, Photography Club, Textiles (Spinners and Weavers) and the Woodcarving Club. Entertainment: Richmond Library for Story Telling, Live Heritage music and performances throughout the day. Concession Stand: Hot Dogs, chips, and refreshments (pop or water) available for purchase. Purpose and Community Impact Family Farm Day encourages community connection, outdoor recreation, and cultural appreciation. It provides visitors an opportunity to learn more about Richmond's agricultural and pioneer history in an engaging way, while supporting local artisans, volunteers, and heritage programming. This event aligns with the

City’s goals of fostering community spirit, heritage education, and family participation. Funding Request We are seeking financial support to assist with event logistics, entertainment, animal care costs, supplies and promotional materials to ensure the Family Farm Day remains accessible, safe, and enjoyable for all. Conclusion: Family Farm Day has become a beloved tradition t London Heritage Farm, celebrating our community’s roots and providing a day of discovery and fun for residents and visitors alike. With the City’s continued support, we look forward to delivering another memorable event in 2026.

Richmond Services Received by Your Organization

We are located on The City of Richmond Site - their property. The City helps us to arrange for Wheel Watch, Extra Garbage and Recycling, Misting Stations, Parking and Shuttle Bus from Homma School to our location. They assist to put out Facebook and Instagram media and communications. Also we have Heritage Ambassadors on site. Value of $500.00 Heritage Ambassador is paid by The City - approximately $25.00 per hour ($150.00) for 6 hours Effective 2026 - we are paying the City a total 4,000.00 to assist with Heritage Ambassadors that work throughout the year.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$56,614.00	$58,843.00
Total Expenses	$69,451.00	$69,720.00
Annual Surplus or (Deficit)	($12,837.00)	($10,876.00)
Accumulated Surplus or (Deficit)	$78,602.00	$65,765.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The surplus has arisen over the years, primarily due to unexpected income such as film revenue. The Society Board manages the surplus cautiously as funds are periodically allocated to Farm special projects.

Current Year Same as above

Explanation for Accumulated Surplus or (Deficit)

Same as above

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$2,500.00	Parks, Recreation & Community Events
2023	$2,500.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$500.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$400.00
Equipment	$450.00
Photocopying	$0.00
Program Materials	$700.00
Local Travel	$600.00
Other: Entertainers - Music and Children's Ent. Pony Rides, Balloon Twisting, Possibly a Cartoon Artist	$2,350.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Canada Summer Jobs Grant	$6,500.00

Amount Your Society will Provide: $3,500.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Minoru Seniors Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Nature's Canvas: A Park Ecology Walk & Foliage Art Journey
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	January 05, 2026
End Date (if applicable):	December 31, 2026
Number To Be Served:	96
Richmond Residents:	90

Grant Request Summary

"Nature's Canvas: A Park Ecology & Foliage Art Series" is a series of free seasonal programs that celebrates the beauty and biodiversity of Minoru Park while fostering community connection, creativity, and wellness amongst seniors. These programs will take place for two back to back sessions once every season to invite participants to explore Richmond's changing landscape as the seasons change. Each session will begin with a guided park walk led by a naturalist from the Richmond Nature Park Society where participants are invited to ask questions and explore the ecology of the park space. After the walk, participants will collect naturally fallen foliage and other organic materials in paper bags—guided by the naturalist to ensure environmentally responsible gathering. After material collection, a short break will take place either indoors or outdoors depending on the seasonal weather, where participants are invited to enjoy some light refreshments and conversations with their peers and foster that social connection. Next, the experience continues indoors with a facilitated art session, where participants transform their collected materials into art experiences including mixed-media collages that reflect the textures and colours of each season. This program aligns with the City's Seniors Strategy by activating public spaces in ways that foster social connections between seniors and others in their neighbourhoods. It also supports the Wellness Strategy by promoting physical activity and engagement through walking, helping seniors stay active while exploring the park and participating in neighbourhood-level initiatives. By combining nature-based learning with creative expression, Nature's Canvas encourages seniors to connect with their environment, cultivate social ties, and enhance their physical and mental well-being. Light refreshments will be provided.

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. This includes items such as use of the

facilities and administrative staff time to support the program and conduct the programming elements. Estimate at 1,015,700 for the City portion of operations

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$1,222,016.05	$1,340,196.78
Total Expenses	$1,214,377.22	$1,339,979.28
Annual Surplus or (Deficit)	$7,638.83	$217.50
Accumulated Surplus or (Deficit)	$239,612.00	$239,829.50

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Society had a healthier year than expected last year. With the excess funds, new initiatives to offer no-cost programs and meals to low-income and vulnerable seniors, not currently participating at the centre, have already started at the beginning of this fiscal year. We also had a one-time grant from the Federal Government for 98.000. We have not received any more grants close to this size since.

Current Year The expected surplus for this year is expected to be 40 percent lower due to the society's new initiatives to better serve the seniors community and provide no cost meals, activities and transportation to vulnerable seniors. We have not received the current financial statements from the auditor.

Explanation for Accumulated Surplus or (Deficit)

Please note that the Accumulated surplus is from financial statements for the last fiscal year that ended August 31, 2024 as this years statements have not been prepared yet. The Society's objective is to have sufficient liquidity to meet its liabilities when due. Liquidity risk exposure if dependent on the receipt of funds from membership fees, services provided, cafeteria and bistro sales, funds from certain government agencies and other miscellaneous receipts. The society monitors its cash balance and cash flows generated from operations to meet its requirement and consistently analyses its actual results compared to budgets.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,500.00	Health, Social & Safety
2024	$5,000.00	Health, Social & Safety
2023	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$1,600.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$200.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$100.00
Program Materials	$1,100.00
Local Travel	$1,200.00
Other: Light Refreshments	$800.00
Total:	**$5,000.00**

Amount Your Society will Provide: $0.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Nations Cup Soccer Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Nations Cup Soccer Tournament
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	July 18, 2026
End Date (if applicable):	July 20, 2025
Number To Be Served:	10,000
Richmond Residents:	3,000

Grant Request Summary

Tournament has a 45 year history of representing the City of Richmond and its facilities. The tournament seeks to continue this important tradition with improvements and expansion to showcase Richmond and Richmond Parks. Requested funding will be applied toward operating expenses such as equipment rental, volunteer related expenses, etc.

Richmond Services Received by Your Organization

Field bookings (we pay, not subsidized), Community Centre (we pay, not subsidized), bleachers on site.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$64,859.57	$64,859.57
Total Expenses	$69,978.98	$69,978.98
Annual Surplus or (Deficit)	($5,119.41)	($5,119.41)
Accumulated Surplus or (Deficit)	($5,119.41)	($5,119.41)

Explanation for Annual Surplus or (Deficit)

Last Complete Year Limited access to additional sources of funding combined with increasing operating costs.

Current Year Limited access to additional sources of funding.

Explanation for Accumulated Surplus or (Deficit)

Limited access to additional sources of funding combined with increasing costs.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Operating expenses (materials, supplies, volunteer support, celebrations, etc.)	$5,000.00
Total:	**$5,000.00**

Amount Your Society will Provide: $0.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Operation Trackshoes Society (operating as OneAbility Games)
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$15,000.00
Proposal Title:	The OneAbility Games 2026
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	May 13, 2026
End Date (if applicable):	May 17, 2026
Number To Be Served:	3500
Richmond Residents:	1800

Grant Request Summary

The May 2026 OneAbility Games is a public, inclusive community event hosted at the Richmond Olympic Oval that celebrates sport, health, and recreation for people of all abilities. This large-scale, one-time event will bring together over 1,500 participants to take part in adaptive and inclusive sport experiences, wellness activities, and community showcases. The Games promote recreation, accessibility, and social connection, fully aligning with the City of Richmond's vision to be the most appealing, livable, and well-managed city in Canada. The event will: • Provide free and accessible opportunities for Richmond residents to participate or spectate • Engage youth with and without disabilities through our reverse integration model, building understanding, leadership, and inclusion • Deliver community legacy benefits by training local volunteers, coaches, and recreation leaders in inclusive sport • Highlight Richmond as a leader in accessibility, inclusion, and recreation innovation City funding of $15,000 will help support community engagement, accessibility measures, volunteer support, and local activation programming that maximizes public benefit for Richmond residents.

Richmond Services Received by Your Organization

Currently, the OneAbility Games does not receive ongoing City funding. However, we are actively collaborating with Richmond Sport Hosting and the Richmond Accessibility Committee for venue planning, accessibility reviews, and event promotion.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$5,535.00	$500,000.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	$24,979.00	$500,000.00
Annual Surplus or (Deficit)	($19,324.00)	$0.00
Accumulated Surplus or (Deficit)	$11,110.00	$0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The 2024 financials reflect the final year of operations under the former Operation Trackshoes Society, which concluded with a deficit of $19,324 as the organization wound down legacy programming and transitioned to operate as the OneAbility Games.

Current Year In the current fiscal year (2025), operations are now under OneAbility Games, focused on building and scaling toward the inaugural 2026 Games. The organization is currently balanced (no surplus or deficit) as start-up and event-specific funding aligns with projected expenses.

Explanation for Accumulated Surplus or (Deficit)

The prior-year accumulated surplus of $11,110 represented reserves held by the former Operation Trackshoes Society. With the transition to OneAbility Games, those funds have been fully realigned into new operations and planning for the 2026 Games. The current accumulated position is $0, reflecting a fresh fiscal start for the newly operating OneAbility Games Society.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$2,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$3,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$2,000.00
Equipment	$3,000.00

Item	Amount ($)
Photocopying	$0.00
Program Materials	$2,000.00
Local Travel	$0.00
Other: Marketing & Community Engagement (Richmond-focused outreach, translation, printing)	$3,000.00
Total:	**$15,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Government Funding - BC Destination Events Program	$89,600.00
Canadian Training Network for Parks and Recreation	$40,000.00
Disability Alliance of BC	$40,000.00

Amount Your Society will Provide: $50,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Pacific Wave Artistic Swim Club
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$23,057.40
Proposal Title:	ABC's of Recreational Program Development at Pacific Wave Artistic Swim Club
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	2708
Richmond Residents:	2206

Grant Request Summary

Objectives of the Pacific Wave Artistic Swim Club ABC's of Recreational Program Development: 1. To ATTRACT more Richmond residents to see, experience, and learn about the beautiful sport of Artistic Swimming (AS) and its benefits for keeping girls (and boys) in sport, building teamwork, and fitness. 2. To BUILD an organized and well-supported pathway for interested swimmers from Richmond to see AS, try AS, register in beginner classes, and learn fundamental AS skills in a safe and fun environment. 3. To CERTIFY and support COACHES who are critical to ensuring the availability of consistent high quality beginner programming in Richmond. Based on the outcomes of this program in 2025, we are able to use data and results to prioritize and streamline our objectives for 2026. The existing goals of ATTRACT, BUILD, and CERTIFY COACHES continue but with more specific aims. Background: Pacific Wave Artistic Swim Club (PWASC) is the premier AS club in BC, with proven excellence in Provincial, National, and International competition. Our athletes brought home 8 gold, 8 silver, and 1 bronze Provincial Championship medals, and 1 gold and 4 silver National Championship medals. Two coach athletes from PWASC competed in the World Aquatics Masters Championships in Singapore (August 2025) and brought home 1 gold and 1 bronze. Moreover, of the 9 athletes on the TeamBC artistic swim team which went to the 2025 Canada Summer Games in St. John's, NFLD (August 2025), 6 were PWASC athletes. Undoubtedly, we have had incredible success within our Competitive Programs; however, in order to sustain and grow our club, our attention must also focus on strategies to increase intake at the beginner level. Canadian Artistic Swimming (CAS) has developed the AquaGO! Program (AQG), a nation-wide grassroots foundation program for AS in Canada

(https://artisticswimming.ca/aquago/). Its aim is to develop physical and aquatic literacy in children ages 5-9 in a fun, safe and inclusive environment with the goal of building skills to enable the swimmer to pursue higher levels of AS or any other aquatic sport. AQG Instructors require certification (https://www.bcartisticswimming.ca/docs/ag!_coach_pathway_infographic.pdf). Over the past few seasons, we have found that the conversion rate from AquaGO! into competitive programs have been lower than 50%, suggesting that an additional "bridge" program is required in order to allow AQG athletes to feel more prepared to enter competitive programs. As a result, we have developed a new Recreational Level (REC) which teaches more specific artistic swim skills and a choreographed routine to be performed at club water shows. This new initiative should result in lower attrition rates after completion of AQG. Proposal: We have identified multiple initiatives which will serve to achieve these three objectives and simultaneously benefit Richmond residents. ATTRACT VIA: Public Watershows - Winter show (Watermania, Dec 13, 2025) - National Stream show (Watermania, Apr 18, 2026) - Provincial Stream show (Watermania, Apr 25, 2026) - Grant usage: printed marketing material, coach fees, pool fees - Target Groups: General public in Richmond. All ages welcome. - Community Benefits: Free opportunities to view AS live in Richmond. As a low-profile sport, AS is rarely seen in the media, limited to every 4 years at Summer Olympics if televised. Promotional Booths - MCAL - Oval Community Day - Grant usage: printed marketing materials (multilingual), tent with logo, display boards - Target Groups: General public in Richmond. All ages welcome. - Community Benefits: Free opportunity to learn about AS directly from athlete and parent volunteers. Steveston Salmon Festival Parade float - Grant usage: printed marketing material, float decor, participation fee - Target Groups: General public in Richmond. All ages welcome. - Community Benefits: Building community spirit in Richmond Website upgrade and redesign with video - www.pwasc.ca - Volunteer run, limited improvements made in 2025 - Grant usage: Video creation, domain, web hosting, annual maintenance - Target Groups: General public in Richmond who need up to date, organized information about AS programs in Richmond. - Community Benefits: Providing the community with a high-quality online resource for learning about AS and engaging with PWASC. Marketing Volunteer support - All activities listed above require numerous parent volunteers - Grant usage: Volunteer support during promo booths including snacks, beverage, club t-shirt - Target Groups: PWASC parent volunteers - Community Benefits: Enables successful delivery of marketing activities to Richmond residents “Rebate for Referral” - Grant usage: $10 rebate for current PWASC member who refers new swimmer from Richmond (must register for beginner PWASC programming) - Target Groups: PWASC members with connections to Richmond - Community Benefits: Increases awareness of PWASC within Richmond BUILD PROGRAMS Free 45 minute Try-it sessions - During season (Sept-June) - Run by certified AQG coach x 2 - Capacity: 16 per session - Grant usage: Coach fees, pool fees, nose clips - Target Groups: All Richmond youth ages 6-12 able to swim 50m unassisted in deep end of pool - Community Benefits: Providing unique opportunity to try AS in Richmond AquaGO! lessons - Regular season (Sept-May) - Run by certified AQG coach x 2 - 2 weekly classes; offered Fall, Winter, Spring terms - 6:1 swimmer to coach ratio - Capacity: 12 swimmers per term - Grant Usage: Coach fees, pool fees - Target Groups: All Richmond youth ages 6-12 able to swim 50m unassisted in deep end of pool - Community Benefits: Providing beginner AquaGO programs for Richmond youth, expanding capacity for all aquatic programming in Richmond from Sept-May. Recreational (REC) Level lessons: - Regular

season (Sept-May) - Run by certified AQG coach x 1 - 2 classes per week; offered Fall term and Winter/Spring term - 8:1 swimmer to coach ratio - Capacity: 8 swimmers per term - Grant Usage: Coach fees, pool fees, underwater headset inventory (16) - Target Groups: All Richmond youth ages 7-12 able to swim >50m unassisted in deep end of pool and tread water for >10 seconds who is skilled beyond AQG but not ready for competitive AS. - Community Benefits: Providing an intermediate level for swimmers to continue learning fundamental AS skills and perform a choreographed routine at a club water show without the pressure of competition. Summer Beginner camps (paid) - Watermania (July-August) 4 two-week sessions (4 classes per session) - Run by certified AQG coach x 2 - 6:1 swimmer to coach ratio - Capacity: 12 swimmers per session - Grant Usage: Coach fees, pool fees - Target Groups: All Richmond youth ages 6-12 able to swim 50m unassisted in deep end of pool - Community Benefits: Providing beginner summer programs for Richmond youth, expanding capacity for all aquatic programming in Richmond during the summer Free Summer 45 minute Try-it sessions - Watermania (July & August) - Run by certified AQG coach x 2 - Capacity: 16 per session, 2 weekend sessions - Grant usage: Coach fees, pool fees, nose clips - Target Groups: All Richmond youth ages 6-12 able to swim 50m unassisted in deep end of pool - Community Benefits: Providing unique opportunity to try AS in Richmond CERTIFY/COACH SUPPORT: AquaGO! Instructor Modules 1-6 - Goal: To certify 8 new AQG coaches - Grant usage: course fee of $325 per participant - Target Groups: Current PWASC athletes aged 15+ - Community Benefits: Increasing number of certified AQG coaches will allow adequate staffing of Try-it sessions and Beginner summer camps offered to Richmond residents AquaGO! Assistant Coach Volunteering course - Goal: To certify 8 new AQG assistant coach volunteers - Grant usage: Learning Facilitator fee for online portion $100, in pool portion coach fee, pool fee, subsidize required NCCP Making Ethical Decisions course Target Groups: Current PWASC athletes aged 13-14 - Community Benefits: Allows additional staffing by volunteers in order to increase swimmer to coach ratio without requiring additional salary paid at Try-it sessions and Beginner summer camps offered to Richmond residents. AquaGO!/Try-it Administrator - To register Try-it and Beginner programs participants - To facilitate coach certification process, class bookings, scheduling - To supervise Try-it sessions, communicate with families, and recommend program placement - Grant usage: administrator salary - Target Groups: Current PWASC certified AQG coach - Community Benefits: Allows dedicated oversight to ensure reliable and consistent Beginner/Try-it programs and good communication with participating Richmond families. AquaGO! Instructors - To instruct all regular season AQG and REC programming, run free Try-it sessions, and summer beginner camps. - Grant Usage: coach fees - Target Groups: Current certified AQG instructors - Community Benefits: Adequate staffing of programs dedicated to new beginner swimmers at PWASC in Richmond. *Note: All coaches and administrator are independent contractors, not employees at PWASC.

Richmond Services Received by Your Organization

Watermania pool rental - User Group rates

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$370,362.00	$356,858.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	$365,646.00	$366,400.00
Annual Surplus or (Deficit)	$117.00	($9,542.00)
Accumulated Surplus or (Deficit)	$96,988.96	$97,105.96

Explanation for Annual Surplus or (Deficit)

Last Complete Year In 2024-2025 season, PWASC had $117 surplus which was essentially breaking even. This was made possible by the one time funding from the City of Richmond Grant (PRCE) and viaSportBC LeadForward Grant totalling $4800.

Current Year In 2025-2026 season, PWASC has budgeted a deficit of $9542. Reasons for this include increased pool costs overall (5%) and specifically, unavailability of adequate pool time for user groups at Watermania on Sundays, and on multiple weekends throughout the season. As a result, alternative pool space outside of Watermania (in Vancouver, Surrey, Delta, Langley) is more expensive and often only available during non-prime hours which requires higher user rates and lifeguard fees. Additionally, our senior athletes have transitioned to the High Performance Strength & Conditioning Program at the Richmond Oval, which a greater expense than previous years.

Explanation for Accumulated Surplus or (Deficit)

This accumulated surplus has grown since PWASC was founded in 1977. Because our current program operation costs are roughly $40,000 per month, this surplus serves as an emergency operation fund to cover at least 2 months in order to prevent PWASC operation interruption. It is also used as equipment replacement reserve to prepare for the eventual replacement of expensive underwater sound equipment and underwater camera system.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$9,850.00
Volunteer Support (e.g. expenses, recognition)	$300.00
Office Rent or Mortgage	$5,709.40

Item	Amount ($)
Utilities and Telephone	$500.00
Supplies	$1,000.00
Equipment	$2,020.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Rebate proposal ($300), BCAS/CAS fees for short-term registrants for free Try-its ($768), AQG assistant course Learning Facilitator ($100), AQG assistant required NCCP Making Ethical Decisions course for 8 athletes ($560), AQG Modules 1-6 for 8 athletes ($1950)	$3,678.00
Total:	**$23,057.40**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Community Gaming Grant	$125,000.00

Amount Your Society will Provide: $1,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Professional Development Association in Canada
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$10,000.00
Proposal Title:	Dreams & Deeds Festival & Let Love Soar Charity Gala 2026
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	1000
Richmond Residents:	500

Grant Request Summary

The gala is designed to engage a diverse range of community members, including: Families: Activities for children and families to ensure inclusivity and intergenerational participation. Business Professionals: Networking opportunities for local entrepreneurs and business leaders to promote economic development. Youth: Interactive workshops and activities to engage young people and foster creativity. Low-Income Individuals: Subsidized tickets and free admission for children to ensure accessibility for all community members. Local Nonprofits and Organizations: A platform to showcase their work and connect with potential supporters and volunteers. Community Benefits: The gala will provide significant benefits to the City of Richmond, including: Strengthening Community Ties: The event will bring together diverse groups of people, fostering a sense of unity and belonging in the community. Supporting Charitable Causes: Funds raised through the charity auctions will directly support local nonprofits and initiatives that address critical issues such as poverty, homelessness, and youth development. Promoting Local Talent: The event will showcase Richmond's artists, musicians, and performers, providing them with a platform to share their work and gain recognition. Economic Stimulus: By attracting 1,000 attendees, the gala will generate economic activity for local businesses, including vendors, caterers, and event suppliers. Encouraging Volunteerism: The event will provide opportunities for community members to volunteer and engage with local organizations, fostering a culture of giving back. Enhancing Richmond's Reputation: The gala will highlight Richmond as a vibrant, inclusive, and philanthropic community, attracting positive attention and potential future investments. Funding Request: We are requesting $10,000 from the City of Richmond to support the following aspects of the gala: Venue Rental: Securing a large, accessible venue to accommodate 1,000 attendees. Event Logistics: Covering costs for event planning, security, and staffing. Marketing and Outreach: Promoting the event to ensure strong attendance and community engagement. Charity

Initiatives: Supporting the organization and execution of charity auctions and fundraising activities. Accessibility Measures: Providing subsidized tickets and free admission for children to ensure the event is accessible to all community members. Key Highlights: Community Engagement: The gala will bring together 1,000 community members from diverse backgrounds, fostering unity and collaboration. Charity Impact: Funds raised will directly support local nonprofits and initiatives, addressing critical community needs. Economic Benefits: The event will generate economic activity for local businesses and promote Richmond as a vibrant and inclusive city. Accessibility: Subsidized tickets and free admission for children ensure that the event is accessible to all, regardless of income level.

Richmond Services Received by Your Organization

N/A

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$20,000.00	$12,500.00
Total Expenses	$15,500.00	$8,500.00
Annual Surplus or (Deficit)	$4,500.00	$4,000.00
Accumulated Surplus or (Deficit)	$4,500.00	$8,500.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year In the last complete year, our organization generated a strong surplus of $4,500, reflecting our commitment to financial stewardship and efficient resource allocation. With total revenue of $20,000 and total expenses of $15,500, we successfully maximized funding opportunities while maintaining a lean operational structure. This surplus was strategically reinvested into our core programs, allowing us to expand our reach and enhance the quality of services we provide to our community. Our ability to consistently generate surpluses demonstrates our financial resilience and our capacity to deliver impactful programs even in challenging environments.

Current Year Despite a reduction in revenue to $12,500 due to external economic pressures, we have maintained a surplus of $4,000 by implementing proactive cost-saving measures and prioritizing essential programs. Total expenses for the current year were reduced to $8,500, reflecting our ability to adapt to changing circumstances while continuing to deliver high-quality services. This surplus underscores our commitment to financial sustainability and our ability to navigate economic challenges without compromising our mission. By maintaining a positive financial position, we ensure that our organization remains well-positioned to serve our community and leverage additional funding opportunities.

Explanation for Accumulated Surplus or (Deficit)

Last Complete Year (Accumulated Surplus of $4,500): At the end of the last complete year, our organization had an accumulated surplus of $4,500, a testament to our prudent financial planning and

effective resource management. This surplus has been retained as a financial cushion, providing us with the flexibility to address unforeseen challenges and invest in strategic initiatives. By maintaining an accumulated surplus, we ensure that our organization remains financially stable and capable of sustaining our programs over the long term. This financial stability allows us to focus on our mission and continue delivering impactful services to our community. Current Year (Accumulated Surplus of $8,500): As of the current year, our accumulated surplus has grown to $8,500, reflecting our ongoing commitment to financial responsibility and strategic reinvestment. This increase in surplus is the result of cost-saving measures, efficient resource allocation, and strong financial management practices. The accumulated surplus positions our organization to weather financial uncertainties and continue expanding our impact in the community. By maintaining a robust financial reserve, we demonstrate our ability to sustain operations and scale our programs with additional funding. This financial strength ensures that our organization remains resilient and responsive to the needs of our community.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$5,000.00
Volunteer Support (e.g. expenses, recognition)	$2,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$3,000.00
Equipment	$4,000.00
Photocopying	$500.00
Program Materials	$2,500.00
Local Travel	$1,000.00
Other: other admin fees and donation	$7,000.00
Total:	**$25,000.00**

Financial Assistance From Other Sources (if applicable)

Amount Your Society will Provide: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Athletic Foundation
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$10,000.00
Proposal Title:	BWC Growth Initiative
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	37
Richmond Residents:	30

Grant Request Summary

This program aims to expand grassroots wrestling opportunities for children aged 6–17 by addressing a clear gap in affordable, accessible sport programs for inner-city youth and new Canadians. Delivered in partnership with the Richmond School Districts, Richmond Sports Council, British Columbia Wrestling Association (BCWA), local schools, and BWC member clubs. The initiative introduces participants to the fundamentals of wrestling in a safe, inclusive, and community-based setting. The program primarily targets lower-income neighbourhoods across Richmond, Surrey, Burnaby, and Vancouver areas identified as having high rates of child poverty and large new Canadian populations. By reducing financial barriers and integrating mentorship and coach development, the program provides a sustainable model for physical activity, leadership growth, and long-term community engagement. Over time, the initiative aims to establish a network of quality wrestling programs across elementary, middle, and high schools in the Lower Mainland. This will foster a sense of belonging, build pathways to higher levels of competition, and enhance community wellness by creating opportunities for youth who might otherwise be excluded from organized sport participation.

Richmond Services Received by Your Organization

Our current gym facility is in Richmond - we have worked with the City of Richmond to upgrade our facilities and ensure that it adheres to all bylaws and regulations to allow for a safe and registered wrestling gym. We are currently located at 8091 No. 5 Rd, Richmond BC V6Y 2V5. In order to maintain our gym and community status, we are required to provide rental to the property and to the city, totalling up to $43,200 per year.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$39,400.00	$39,400.00
Total Expenses	$92,100.00	$92,100.00
Annual Surplus or (Deficit)	$0.00	$0.00
Accumulated Surplus or (Deficit)	$0.00	$0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year n/a

Current Year To date, as of September 23, 2025 we have fundraised $10,000 dollars for our society. $5000 of those funds were matched by Scotiabank as a fundraising sponsor/donor. As of this date we have 10 developmental children registered, equalling up to $9,000 and 17 competitive children registered, equalling up to $20,400, for a total of current funds of $39,400.00.

Explanation for Accumulated Surplus or (Deficit)

n/a

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$24,000.00
Consultant Services	$3,000.00
Volunteer Support (e.g. expenses, recognition)	$4,000.00
Office Rent or Mortgage	$43,200.00
Utilities and Telephone	$2,400.00
Supplies	$1,000.00
Equipment	$5,000.00
Photocopying	$500.00
Program Materials	$1,000.00

Item	Amount ($)
Local Travel	$8,000.00
Other:	$0.00
Total:	**$92,100.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Via Sport	$2,000.00

Amount Your Society will Provide: $78,800.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond City Centre Community Association
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Winter Solstice: Invite the Light
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	December 19, 2026
End Date (if applicable):	December 19, 2026
Number To Be Served:	350
Richmond Residents:	300

Grant Request Summary

This grant will fund City Centre Community Centre's annual Winter Solstice event: Invite the Light. This multicultural event highlights aspects of how Musqueam, Celtic, Ukrainian, Chinese, and other cultures celebrate the solstice while inviting all members of our community to participate and learn through arts, crafts, education, food, and more. Our event in 2024 had a meditative labyrinth of light brought to life by Richmond-based artist, Marina Szijarto, a booth by Moon Tide Reconciliation which taught attendees how the Musqueam thrive in the winter and about the traditional salmon smoking process, a booth by the Richmond Nature Park which had crafts, stories, and props relating to local nocturnal wildlife, a booth by Owl Orphaned Wildlife Rehabilitation Society where they brought in a live owl, arts and crafts led by local artists, and free dumplings. We are hoping to continue to expand upon these offerings and continue to grow the event by bringing in musicians for music and other artists to offer more activities.

Richmond Services Received by Your Organization

Room Usage: 24 hours for set-up and event time at $50/hour $1,200 Photocopying/Office Supplies: $250. City of Richmond staff also support the event at an approximate cost of $800.00 for the event.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$1,418,240.00	$1,383,197.00
Total Expenses	$1,450,160.00	$1,375,441.00
Annual Surplus or (Deficit)	($31,309.20)	$7,756.00

Your Society's Budget	Last Complete Year	Current Year
Accumulated Surplus or (Deficit)	$1,102,984.00	$1,102,984.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Explanation for our last complete year can be found in the attached Financial Statement document.

Current Year Fiscal year is from Sep 1-Aug 31. Current year is not yet available.

Explanation for Accumulated Surplus or (Deficit)

Explanation for Annual Surplus or (Deficit) can be found in the attached Financial Statement document.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2023	$1,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$3,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$1,000.00
Equipment	$500.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Food, refreshments, and marketing	$800.00
Total:	**$5,300.00**

Amount Your Society will Provide:	$300.00
Total Proposed Budget:	$5,300.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Cosom Floor Hockey Association
Grant Type:	$5,000 or Less Grant
Grant Request:	$2,000.00
Proposal Title:	RCFHA ParaCosom Drop In
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	approximately 20 per session but 20 to 30 over the season
Richmond Residents:	We are expecting the majority of the participants to be from Richmond

Grant Request Summary

This drop in program will be offered to individuals with developmental and or intellectual delays and allow for them to experience Cosom Floor Hockey in an environmentally safe and appropriate setting. This one hour drop in will be run by association volunteers (executives and referees) at JN Burnett Secondary School small gymnasium. This program will include level appropriate instruction and skills practice in a fun and engaging way. Our intent is for our association to give back to the community in which we operate in a unique and inclusive way. We are incorporating UBC Kinesiology Students to offer this program in a safe and sensitive manner. We intend to purchase more equipment specific to the physical abilities of this population (plastic cones, bean bags, sticks, pucks) and for the increasing number of registrants. We will offer registration through the system we currently use. Although there is no cost to the registrant there is a cost to our association.

Richmond Services Received by Your Organization

We currently rent the JN Burnett Secondary School gymnasium at a much reduced cost. We own our equipment but are in need of additional and new equipment.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$73,368.64	$70,280.00
Total Expenses	$70,831.87	$83,413.84
Annual Surplus or (Deficit)	$2,536.77	$13,300.84

Your Society's Budget	Last Complete Year	Current Year
Accumulated Surplus or (Deficit)	$0.00	$0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year There was a planned supply and equipment purchase that was deferred partly because there was an unexpected leadership change at the AGM in May,

Current Year An additional event (50 year celebration), we are paying for a financial review and marketing costs have increased to total 13,300.00 in deficit.

Explanation for Accumulated Surplus or (Deficit)

Not applicable

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$700.00	Parks, Recreation & Community Events
2024	$2,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

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

Item	Amount ($)
Total:	**$2,000.00**

Amount Your Society will Provide: $0.00

Total Proposed Budget: $2,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Food Security Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$18,000.00
Proposal Title:	What Grows Here? Richmond Park & Garden Tours
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	300
Richmond Residents:	225

Grant Request Summary

The Richmond Park & Garden Tours invite families, friends, and neighbours to step outside and experience the wonders of Richmond's green spaces together. This engaging, educational, and community-building series of tours will run three times each month from April through September. Led on the first and third Saturday and the last Friday of every month, each one-hour walking tour will highlight one of Richmond's stunning parks. We will hold ongoing, monthly tours at Paulik Park on the last Friday of each month and Terra Nova Rural Park (including a visit to The Sharing Farm) every first Saturday. Every third Saturday the tour will be at a different park location. The tours will capture a wide range of experiences in 8 different parks from the scenic trails of Terra Nova Rural Park to the vibrant greenery of Paulik Park, the Railway Greenway, Garden City Lands, Cook Neighbourhood School Park, Garratt Neighbourhood Park, King George/Cambie Community Park, and the Hamilton Community Park. We will also be collaborating with local partners such as The Richmond Garden Club, The Sharing Farm, Hamilton Community Association, the Richmond Garden Club, and the Cambie Community Centre to share their detailed knowledge of the spaces we are touring. These free public tours will showcase the city's natural beauty and deepen participants' appreciation for local biodiversity while increasing awareness of nearby organizations and support services. Guides will share insights about the plant and animal life unique to each park, as well as information on recreational opportunities, community services, and tourism activities nearby. The events also aim to connect residents and visitors alike with other family-friendly initiatives happening across Richmond. Through these tours, both residents and visitors will become engaged with the City of Richmond Parks, fostering a shared sense of stewardship and civic pride. By inviting the community to explore both well-known and hidden green spaces, the program strengthens connections between people and place—celebrating Richmond's commitment to accessibility, environmental education, and community engagement.

Richmond Services Received by Your Organization

$52,009 is the City's valuation of aggregate use of 5.14 acres for the community gardens program and is based on many things such as location of land purpose/activity for use of land, infrastructure, utilities/other services provided as part of that location.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$333,341.00	$395,830.00
Total Expenses	$372,197.00	$392,200.00
Annual Surplus or (Deficit)	($38,856.00)	$3,630.00
Accumulated Surplus or (Deficit)	$240,408.00	$244,038.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The deficit FYE 2025 was intended to draw down on the accumulated surplus to bring it in line with the lower end of range for charity reserves (6-12 months in monthly expenses). This resulted in a drop from 9 months of expenses in reserve to 7 months.

Current Year The current year surplus is estimated to be small and fairly close to planned expenses.

Explanation for Accumulated Surplus or (Deficit)

The estimated accumulated surplus for the current year is expected to remain at a level equivalent to 7 months worth of expenses - within standard charity reserve levels.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$16,000.00	Parks, Recreation & Community Events
2023	$16,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$13,500.00
Consultant Services	$500.00
Volunteer Support (e.g. expenses, recognition)	$2,000.00
Office Rent or Mortgage	$0.00

Item	Amount ($)
Utilities and Telephone	$0.00
Supplies	$900.00
Equipment	$200.00
Photocopying	$800.00
Program Materials	$0.00
Local Travel	$100.00
Other:	$0.00
Total:	**$18,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Vancouver Coastal Health	$4,695.00

Amount Your Society will Provide: $4,695.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Museum Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Richmond Regional Heritage Fair 2026
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	May 08, 2026
End Date (if applicable):	May 08, 2026
Number To Be Served:	600
Richmond Residents:	600

Grant Request Summary

The Richmond Museum Society seeks a City of Richmond grant to cover workshop, activity and volunteer expenses at the 24th annual Richmond Regional Heritage Fair, a community event open to the public, free of charge. This grant is crucial to keep the event free and accessible, offering the community meaningful opportunities to learn about history and heritage from children and youth. Together, they engage in thoughtful reflection about our community's history and heritage in a way that contributes to a vibrant and resilient community. The Heritage Fair program is a national program that encourages students to explore Canada's heritage and history in a fun and engaging learning environment. Students select a topic, perform research, and present their findings at a school-based event. Then teachers nominate students to advance to a community-based event where they share their project with the community at large. In Richmond, this community-based event is the Richmond Regional Heritage Fair, which the Richmond Museum Society has successfully organized since 2001, including a temporary pivot to hybrid events during the pandemic to keep the event open to the public. The event supports the Richmond Museum Society's mandate to make the history of Richmond relevant, engaging and accessible. Each year, over 500 elementary and secondary school students create Heritage Fair projects independently or in small groups, and compete for 100 spaces at the Richmond Regional Heritage Fair. The event features children and youth presenting topics in Canadian history and heritage, such as significant Canadians, historic events and local heritage sites, to the general public. Many students explore family or local histories, fostering deeper connections to their community. Students and the public are invited to engage in educational workshops and heritage activities. The City of Richmond grant would be used to cover the fees for workshop presenters and the supplies and materials for heritage activity stations, which in the past have featured unique activities such as rock painting, weaving, model plane building, origami and button-making, with a creative spin

that promotes local, provincial and national history and heritage. Approximately 60 volunteers contribute over 300 hours annually, including former participants who return as adult volunteers. These volunteers assist to set up the event, as well as with activity facilitation, project adjudication and other event support during a 6-hour shift on the event day. The City of Richmond grant would be used to provide refreshments, lunch, and volunteer recognition for our hard-working team of volunteers. The event's success relies on strong partnerships with organizations like Canada's History, BC Heritage Fairs Society, Richmond School District, Richmond Public Library, and Richmond Heritage Commission. These partners provide valuable support for student-related expenses, and this request for the City of Richmond grant is to cover expenses related to holding the event for the Richmond community and making it free and accessible for the Richmond public. The Richmond Regional Heritage Fair is ultimately a community event, not a school event and not a school-based program. The Richmond Museum Society strongly believes that the community benefits when students have the opportunity to go beyond their classroom walls to share their learning with the general public. Topics that have delighted visitors in the past include projects about local heritage sites, like the Steveston Tram. Other topics like the Chinese Head Tax have enriched our visitors' understanding of the complexity of our community's past. This event is currently at maximum capacity with rising costs making it difficult to expand the event further despite community demand. A City of Richmond grant will allow the Richmond Museum Society to offer creative and enriching workshops and activities for the public, and also support the hard-working team of volunteers who make this event possible. There is no other event like the Richmond Regional Heritage Fair in Richmond. It is a unique and valuable program in Richmond that educates the public about Canada's history and heritage in an engaging learning environment that supports intergenerational connections. The program fosters community connection and empowers children and youth to develop into engaged, informed citizens. Strong demand from teachers and participants ensure its continued success. A City of Richmond grant is needed to support this community event that provides an invaluable way for the community to learn from and feel inspired by this next generation of young historians and citizens.

Richmond Services Received by Your Organization

Use of facilities: - History Lab, no charge - Performing Arts Studio, no charge for internal use - Theatre Under the Stairs, no charge for internal use - Library, no charge - Boardroom, no charge for internal use - Lounge, no charge for internal use - Office, photocopier, printer and program supply storage Staffing - Educational Programs Coordinator, $33,638 - Graphics Coordinator, $5175

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$195,154.00	$227,670.60
Total Expenses	$191,764.00	$207,009.23
Annual Surplus or (Deficit)	$3,390.00	$20,661.37
Accumulated Surplus or (Deficit)	$120,336.00	$140,998.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The very small surplus in 2024 is representative of strong budgeting, good grant writing, and control over expenditures. A surplus of 1.8% of total expenditures represents a very good example of operational financial discipline. The 2024 budget allowed for a deficit of $11,504, which became (essentially) a break-even situation due to strong financial controls.

Current Year Staff continue to be very successful in their efforts to apply for grants for our major events. We also attempt to be judicious with our expenditures. The City of Richmond continues to be a major supporter of the Museum. Our budget projection of a 10% surplus represents a financially conservative approach to our operations to ensure that we do not sustain a continuous series of annual deficits.

Explanation for Accumulated Surplus or (Deficit)

If there is anything that the pandemic taught organizations like ours is that we must be appreciative of the funding support we receive, and must work hard to ensure that we produce the exhibits, programs and events that are expected of us, and do so in a financially sustainable manner. Our board and staff work diligently to ensure that the Museum remains viable and sustainable, and the accumulation of a modest accumulated surplus is a prudent approach to that goal. We should also acknowledge that we continue to slowly build a capital reserve for a new museum facility, should the time come when we need to expend funds to make that goal become a reality.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$2,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$2,000.00
Equipment	$0.00
Photocopying	$0.00

Item	Amount ($)
Program Materials	$0.00
Local Travel	$0.00
Other: Workshop Presenter Fees	$1,000.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Heritage Fairs Society	$1,000.00
Richmond Heritage Commission	$1,800.00
Richmond School District	$1,000.00

If You Have More Than 3 Funding Sources, Please Provide Addtional Information Below The BC Arts Council provides an operating grant to the Richmond Museum Society, which helps cover a portion of staff wages. Additionally, local organizations donate admission tickets, family memberships, and other items for student prizes.

Amount Your Society will Provide: $1,000.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Nature Park Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$5,000.00
Proposal Title:	Environmental Shows and Programs in Richmond
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	1500
Richmond Residents:	1200

Grant Request Summary

The Richmond Nature Park Society (RNPS) is a non-profit focused on environmental education and preserving Richmond's bog wetland and forest. In partnership with the City of Richmond, RNPS fosters environmental appreciation through school visits, community programs, events, and outreach. The Nature House offers exhibits supporting this educational mission. ENVIRONMENTAL SHOWS We are also requesting a grant from the City of Richmond to support a series of environmental shows for all ages at local parks. Proposed activities include interactive presentations, hands-on workshops, and guided nature walks that engage participants in environmental stewardship and awareness. The target groups include families, children, seniors, and local residents, fostering a sense of community connection to nature. These shows aim to promote environmental education, inspire action toward sustainability, and enhance appreciation for Richmond's natural resources, benefiting the entire community by encouraging active participation and stewardship of the local environment. Examples of Environmental Shows: BC Family Day, World Forest Day, Earth Day, World Bee Day, National Indigenous Peoples Day, etc.

Richmond Services Received by Your Organization

Use of facilities and staffing. • Use of Facilities: Access to community centers and parks for senior programming – Estimated Value: $5,000 • Subsidized Rent: Reduced rental costs for program spaces at Richmond Nature Park and other community venues – Estimated Value: $2,500 • Property Tax Relief: Exemption for Richmond Nature Park property to support community services – Estimated Value: $3,000 • Staffing Support: Assistance from City of Richmond staff for program planning and event management – Estimated Value: $2,000 • Photocopying and Supplies: Access to City resources for promotional materials and program resources – Estimated Value: $500 Total Estimated Value: $13,000

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$138,733.00	$123,783.27
Total Expenses	$139,411.00	$131,812.90
Annual Surplus or (Deficit)	($678.00)	($8,129.63)
Accumulated Surplus or (Deficit)	$260,183.00	$261,671.49

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Richmond Nature Park Society recorded a small deficit of $678 last year due to timing differences between program expenses and revenue. This minor shortfall represents less than 1% of the annual budget and does not affect the Society's overall financial stability or its ability to deliver programs.

Current Year This year, the society is currently in a deficit as of Sept. 30, 2025 as we are waiting on partial summer grant funding to still come in to offset our summer leader costs.

Explanation for Accumulated Surplus or (Deficit)

The Richmond Nature Park Society's surplus reflects responsible financial stewardship and provides stability for core operations, future capital needs, and unforeseen environmental or facility emergencies. Much of these funds are earmarked for long-term commitments, ensuring the Society can sustain its programs into the future. However, these reserves are not sufficient to cover new, specialized initiatives such as the proposed bat habitat enhancement project. Grant funding will allow us to expand beyond existing commitments and deliver innovative, high-impact environmental improvements that directly support the City's ecological and community goals.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$3,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$3,500.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$500.00

Item	Amount ($)
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$1,000.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other:	$0.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Amount Your Society will Provide: $0.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Winter Club
Grant Type:	$5,000 or Less Grant
Grant Request:	$2,000.00
Proposal Title:	Try Curling Open House
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	September 19, 2026
End Date (if applicable):	September 20, 2026
Number To Be Served:	175
Richmond Residents:	175

Grant Request Summary

The Richmond Winter Club "Try Curling Open House" is an engaging community event designed to introduce Richmond Residents to the sport of curling and foster connections among people of all ages and backgrounds. This free, family-friendly event invites participants to explore our state-of-the art curling facility, try curling on the ice, and socialize in our welcoming lounge. Attendees will also enjoy complimentary snacks, coffee, tea, and other assorted non-alcoholic beverages. By opening our doors to the community, this event supports Richmond's community grant's objective of creating participatory activities that build connections and promote intercultural understanding. Curling, as a sport with broad appeal, offers a unique opportunity for community members to come together, try something new, and share in a common experience. We are committed to making this event inclusive for all, with activities accessible to people of all skill levels, ages, and backgrounds. The "Try Curling Open House" will also encourage collaboration between the Richmond Winter Club and local community groups, schools and businesses, helping to animate our neighborhood and connect residents to the rich variety of local offerings in the area. Through this event, we aim to foster a deeper sense of belonging within Richmond, facilitating positive interactions and relationships that extend beyond the event itself. It is our hope that attendees leave feeling more connected to the community and inspired to participate in curling, community events, and local initiatives moving forward.

Richmond Services Received by Your Organization

The Richmond Winter Club has a service agreement with the City of Richmond, where the City agreed to allow the Richmond Winter Club to use the land for the Club's operations. The City owns the building and the land, and the Club operates the facility as a sports and social club. The City of Richmond does not charge the Club rent, and the Club does not pay property taxes. The Club raises revenue through membership and league ice rentals, bar and lounge operations, pro shop sales, and building and other

rentals. The Club receives a community grant. as well as a grant from the Province of British Club via the Sports Councils. The City of Richmond reimburses the Richmond Winter Club for curling registrations from the City's event registration system.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$383,109.00	$311,312.00
Total Expenses	$276,444.00	$316,737.00
Annual Surplus or (Deficit)	$6,665.00	($5,425.00)
Accumulated Surplus or (Deficit)	$209.00	$203,817.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year For the year ended April 30, 2024, we had a surplus of $6,665.00 because revenues exceeded expenditures.

Current Year For the year ended April 30, 2025, we had a deficit of ($5,425.00), because revenues were slightly down from the previous year.

Explanation for Accumulated Surplus or (Deficit)

Revenues totalled $311,312, but expenditures were $316,737 resulting in a Accumulated Deficit of ($5,425). Salaries and benefits were $150,123 compared to $134,641 in the previous year, due to the use of a part-time ice maker.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$1,501.23
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$241.23
Office Rent or Mortgage	$0.00
Utilities and Telephone	$35.78

Item	Amount ($)
Supplies	$100.00
Equipment	$30.00
Photocopying	$100.00
Program Materials	$1,000.00
Local Travel	$50.00
Other: Snacks and Beverages	$1,000.00
Total:	**$4,058.24**

Amount Your Society will Provide: $2,058.24

Total Proposed Budget: $4,058.24

Richmond
City of Richmond, British Columbia, Canada

Society:	Sea Island Community Assocation
Grant Type:	$5,000 or Less Grant
Grant Request:	$4,000.00
Proposal Title:	Halloween Fireworks and Community Event
Grant Purpose:	Community Service / Program / Event - One-time Activity
Start Date (if applicable):	October 31, 2026
End Date (if applicable):	October 31, 2026
Number To Be Served:	3000
Richmond Residents:	2000

Grant Request Summary

Burkeville fireworks has been an ongoing tradition in Burkeville. In 2008 the City of Richmond created Bylaw 8306 which banned public from purchase and or setting off fireworks without a permit. The City asked community associations to do community fireworks (with a permit through a registered company) to support the community and provide options for the public. Sea island has been paying for fireworks through year long bottle drives in the community. However, the cost to create the fireworks displays have expodentially increased to the point the association has had discussion on if they can afford to continue. For 2025 SICA approved a shortened show and paid for the fireworks from retained earnings. The fireworks is a great event that brings the community together from all over Richmond as well as some parts of Vancouver. Although primarily for residents and their family in friends, Burkeville has a reputation across lower mainland for a great place to go on Halloween.

Richmond Services Received by Your Organization

SICA is a service provider for recreation programs and events with the City of Richmond in the Burkeville area that runs out of the Sea Island Community Hall. The City and Association share costs to operate the building and create programs and events for the community. This includes staffing, equipment, supplies and maintenance. The City currently provides a $4500 subsidy for hiring staff to operate youth programming in the sea island area. The city supports managing traffic flow for Halloween night.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$140,952.00	$95,932.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	$111,309.00	$74,146.00
Annual Surplus or (Deficit)	$29,643.00	$21,786.00
Accumulated Surplus or (Deficit)	$143,840.00	$165,326.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The association plans to break even or receive a slight revenue over expense to allow for approving funds for larger events or expenses the following year. This past year the funds went to replacing the Read-ograph sign to digital sign.

Current Year The association received less revenue this year from decrease in programs but was also able to reduce the expenses. Accumulated surplus will go to special events and community development.

Explanation for Accumulated Surplus or (Deficit)

Accumulated surplus is used to fund future initiatives and replace equipment needed for community programs and events.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$1,000.00	Parks, Recreation & Community Events
2024	$1,000.00	Parks, Recreation & Community Events
2023	$1,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

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

Item	Amount ($)
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Contract services for fireworks (total cost $6,000) SICA to Pay the difference.	$2,000.00
Total:	**$4,000.00**

Amount Your Society will Provide:	$3,000.00
Total Proposed Budget:	$4,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Steveston Community Society - Richmond Summer Project
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$48,250.00
Proposal Title:	Steveston Community Society - Richmond Summer Project
Number To Be Served:	6000
Richmond Residents:	6000

Grant Request Summary

Funds contributed by the City of Richmond Grant will be used for the centralized administration of City Wide summer day camp programs, primarily for preschool and children. More specifically, funds are used to hire a summer administrator to coordinate the hiring process, City wide training opportunities, and staff/volunteer appreciation. Additionally, funds will be used to provide staff to support children with special needs, that are not identified before the program starts. This is a barrier to many associations that do not have the staff or funds to support unexpected challenging behaviors. On top of providing support for children with special needs, funds will be used to implement free programs for children and families in parks around the City, providing opportunities for families facing financial barriers an opportunity to engage in positive recreational activities. There are 13 associations/societies based out of community centres, heritage sites, arenas, cultural centres and the nature park that will benefit from this grant. Steveston Community Society is submitting the grant application for Summer 2024-2026 on behalf of Richmond Summer Projects. The programs and services that this grant supports include 150 staff and 200 volunteers, many of which are youth. Benefits include over 5000 opportunities for children to participate in programs, many of which are for families that require child care during the summer. Also employment of over 100 youth staff and recruitment of over 100 volunteers. These staff and volunteers learn valuable transferable skills that will benefit them in school and future employment. Many City of Richmond staff once volunteered or worked for Richmond Summer programs.

Changes that will impact grant use

No changes to grant use - funds were used in Year 3 as identified in Year 1 application, aside from no longer administrating HRDC Canada Summer Jobs Grant and coordinated purchasing of t-shirts and wristbands.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$51,045.04	$35,904.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	$43,432.96	$35,100.84
Annual Surplus or (Deficit)	$7,612.08	$803.13
Accumulated Surplus or (Deficit)	$27,744.42	$28,138.68

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Last year completed was 2024. There was a surplus of $7,612.08. Surplus usually comes from efficient use of staff time and supplies for training and appreciation. Richmond Summer Project carries some money over for start-up costs as the Summer Administrator job starts prior to funding being received for the following year. Funds are always being used as designated but may be applied after the fiscal year. Additionally, there was an impact of new Job Evaluation wages for summer staff - including the Summer Administrator hired by the Richmond Summer Project. The wage for this role increased significantly, a 20% increase to the hourly wage, which impacted the budget.
Current Year Numbers shown are as of October 2, 2025. This year we had a surplus of $803.13. There was an impact of new Job Evaluation wages for summer staff - wages increased by 3%. Spending was within the constraints of this year's budget, resulting in a minimal surplus.

Explanation for Accumulated Surplus or (Deficit)

Richmond Summer Project carries some money over for start-up costs as the Summer Administrator job starts prior to funding being received. Accumulated funds were used to support the hiring of additional staff and provide equitable services across the City. Fewer requests for additional funding were made by partner organizations this year as partner organizations shouldered these expenses themselves. Expansion of free outreach programs increased our spending in that area, however spending was within the constraints of this year's budget, resulting in a minimal surplus. There are additional expenses anticipated between October 2025 and May 2026, therefore a surplus supports the year round operation of this project.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$35,901.00	Parks, Recreation & Community Events
2024	$37,017.00	Parks, Recreation & Community Events
2023	$37,017.00	Parks, Recreation & Community Events

Richmond
City of Richmond, British Columbia, Canada

Society:	The Richmond Sports Council
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$20,000.00
Proposal Title:	Active Recreation & Sport Fund - 2025
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	60
Richmond Residents:	60

Grant Request Summary

The Richmond Sports Council with the generous support of City of Richmond created and launched the RSC Active Recreation & Sport Fund in September of 2023. The goal is to help young Richmond residents (up to age 18) to be able to participate in Richmond's active recreation and sports programs where financial barriers impact inclusion. This is funding aims to cover program costs (up to $400/participant/year) that are not eligible for other existing streams of funding, such as KidSport or the City of Richmond Recreation Fee Subsidy Program. Criteria for the fund was created through examination of existing funding programs and identifying gaps. The goal is to fill these gaps. Potential beneficiaries of the Fund are families who's children/youth participate in activities without a Provincial Sport Organisation and programs located within the City of Richmond. This includes but is not limited to: cheer, some martial arts, bike riding, swimming lessons, water sports and dance. Options exist for families to apply who have recently arrived in Canada and have not completed a 2024 Income Tax Return which broadens the potential for inclusion of newly arrived residents of Richmond. ARSF currently has 9 applications for funding that meet all the required criteria but cannot be funded as ARSF is awaiting grant funding.

Richmond Services Received by Your Organization

Nothing from this list.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$8,000.00	$1.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	$7,540.64	$1.00
Annual Surplus or (Deficit)	$0.00	$0.00
Accumulated Surplus or (Deficit)	$459.36	$459.36

Explanation for Annual Surplus or (Deficit)

Last Complete Year July 31 2025 was the end of fiscal year for Active Recreation & Sport Fund. As of that date our revenue sits at $459.36. These funds will be disbursed in October 2025.

Current Year Fortunately outreach is working and news of ARSF fund is steadily gaining momentum. Our attendance at the Community Services Pop-Up is an excellent tool in that outreach - we directly interact with families who are there to learn about all the supports available to them in the city. Additional Richmond-based organizations are signing on with the program and their participants are applying for support from ARSF. An increase in revenue is necessary to service the incoming applications and take full advantage of the consistent growth. Other grant revenue is being sought, including a pending application for a BC Gaming Grant and an increase in the amount of PRCE grant request. No revenue has been received as of October 13th for the fiscal year that started August 1st, 2025.

Explanation for Accumulated Surplus or (Deficit)

There are no significant surplus or deficit, nor accumulated surplus or deficit for our operations of the Active Recreation & Sport Fund. The remainder of $459.36 will partially be disbursed in October 2025 and $100 of it will be left in the bank account to hold it open.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$8,000.00	Parks, Recreation & Community Events
2024	$5,000.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00

Item	Amount ($)
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: All funding will be used to fund youth and child program registrations	$20,000.00
Total:	**$20,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Gaming Grant	$15,000.00
City of Richmond	$10,000.00

Amount Your Society will Provide: $0.00

Richmond
City of Richmond, British Columbia, Canada

Society:	The Sharing Farm Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$42,000.00
Proposal Title:	Garlic Fest Event Support
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	3000
Richmond Residents:	2500

Grant Request Summary

The Sharing Farm is requesting support to help fund the staffing, equipment, and logistical costs of the 16th annual Richmond Garlic Fest, scheduled for August 2026 at Terra Nova Rural Park. This event started as a small local celebration and has grown into one of Richmond's most popular community events, attracting over thousands of visitors to celebrate our diverse community. Grant funds will primarily support the Event Director's salary, who is now in her eighth year leading the festival, as well as temporary staffing, equipment rentals, and accessibility infrastructure that keep the event safe, accessible, and well-organized. For community benefits, we host an artisan market, garlic-themed food vendors, kids' crafts and educational activities, live music, farm tours, and birds-of-prey demos. It is a family-friendly event that welcomes people of all ages and backgrounds. We invite Richmond farmers and food producers to sell their products at complimentary booths; fund speakers to educate on a range of topics from natural plant dyes to native plants to pollinators; and raise awareness about Terra Nova Park and Richmond's heritage. As well, all proceeds from the festival go directly toward the Sharing Farm's mission of growing and donating fresh produce - averaging 20,000 pounds each year - to the Richmond Food Bank, the Musqueam Nation, Richmond Family Place and other local food programs.

Richmond Services Received by Your Organization

The City of Richmond provides the Sharing Farm with access to the land on which we farm at Terra Nova Rural Park. In addition, the City provides an on-site commercial kitchen, which we use to prepare meals for our regular farm programs and community events. The City also provides office space on-site at the farm, which is where we work on day-to-day operations, staff coordination, and volunteer management.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	$455,452.81	$469,203.60
Total Expenses	$394,843.79	$265,026.04
Annual Surplus or (Deficit)	$60,609.02	$172,586.58
Accumulated Surplus or (Deficit)	$473,478.77	$646,065.33

Explanation for Annual Surplus or (Deficit)

Last Complete Year Expenses stayed within budget and we hosted a successful Richmond Garlic Festival.

Current Year Expenses stayed within budget and we hosted a successful Richmond Garlic Festival.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus has been built up over many years. It is invested in working capital, operating assets and a contingency provision. The farm has been diligent in recent years in building up a contingency fund that will prevent us from having to scale back operations or lay off staff in the event of unforeseen circumstances. If contingency funds become surplus, they will eventually be invested in operational assets, expansion plans, and investment in human resources.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$29,500.00	Parks, Recreation & Community Events
2024	$29,500.00	Parks, Recreation & Community Events
2023	$29,500.00	Parks, Recreation & Community Events

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$26,000.00
Consultant Services	$3,000.00
Volunteer Support (e.g. expenses, recognition)	$1,500.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00

Item	Amount ($)
Supplies	$5,500.00
Equipment	$3,000.00
Photocopying	$0.00
Program Materials	$3,000.00
Local Travel	$0.00
Other:	$0.00
Total:	**$42,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Community Gaming Grant 2026	$4,000.00
Metro Van Agricultural Awareness	$2,000.00

Amount Your Society will Provide: $5,000.00

2026 Parks, Recreation and Community Events Grants – Summary of New Applicants

	Applicant Name	Form./ Incorp. Yr.	Summary of Operations
1	Buddhist Compassion Relief Tzu Chi Foundation of Canada	1992	The group's mission is to relieve the suffering of those in need while creating a better world for all through compassion and love, regardless of race or religious beliefs.
2	Goan Overseas Association	1976	Goan Overseas Association Vancouver, organizes cultural, sports and religious events to promote the Goan culture and values in Vancouver and surrounding areas
3	Minoru Seniors Society	1986	The Minoru Seniors Society's (the Society) mandate is to enhance the quality of life for Richmond seniors through the provision of ongoing recreation opportunities and services. The Society operates in partnership with the City to deliver these services and has a large volunteer base that provides quality experiences at the Minoru Centre for Active Living.
4	Operation Trackshoes Society (operating as OneAbility Games)	1973	Formerly the Victoria Society for the Recreation of the Mentally Handicapped (name changed in January 1980). Since its inception in 1971, Operation Trackshoes' mandate has remained focused on providing a track, field and swim meet for British Columbians who have a developmental disability; tailoring events and activities for people of all ages and levels of ability; and creating a safe, integrated sports festival for all competitors and volunteers.
5	Professional Development Association in Canada	2024	A newer organization that supports non-profit groups and their initiatives through networking and charity auctions and fundraising activities.
6	Richmond Athletic Foundation	2025	Provides wrestling opportunities for Richmond youth. Programs are delivered partnership with Richmond School District No. 38, Richmond Sports Council and British Columbia Wrestling Association.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	January 20, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	08-4055-01/2025-Vol 01
Re:	**2026 Health, Social and Safety Grants**		

Staff Recommendations

1. That the 2026 Health, Social and Safety Grants be awarded for the total recommended amount of $506,908 as identified in the report titled "2026 Health, Social and Safety Grants", dated January 20, 2026, from the Director, Community Social Development; and

2. That the grant funds be disbursed accordingly following Council approval.

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

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Finance Department	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

8227458

Staff Report

Origin

The Health, Social and Safety (HSS) Grants provide funding to eligible non-profit community organizations to support the delivery of social services and programs that benefit Richmond residents, ensuring the equitable distribution of City funding towards areas of current and emerging community need.

The HSS Grant Program is administered under City Grant Program Policy 3712, which is currently under review. Proposed updates to the policy will be presented to Council for consideration in 2026. Subject to Council approval, the HSS Grant Program Guidelines will be revised accordingly and implemented in the 2027 grant cycle.

The purpose of this report is to recommend the disbursement of 2026 HSS Grants to Council for consideration.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

This report also supports the following priority action of the City of Richmond's Building Our Future Together: Social Development Strategy (2025–2035):

> *4.10 Support initiatives led by community organizations that improve the social well-being and engagement of community members, including pilot projects, grant initiatives and collaborative networks.*

Findings of Fact

The 2026 HSS Grants application window opened on September 10, 2025. Information was posted on the City's website, communicated using social media channels and distributed through a news release to community organizations, local partners and the general public. In addition, notices were forwarded to the Richmond Social Development Advisory Committee to share with their networks. An information session was held for interested parties on September 16, 2025 to provide an overview of the HSS Grants application process, eligibility guidelines and interim administrative updates for 2026, which are discussed below. The application window closed on October 15, 2025. Thirty-nine applications were received with a total funding request of $1,285,695.

2026 Health, Social and Safety Grant Budget

The 2026 HSS Grant budget is $506,908. This includes a cost of living increase of 1.8 per cent over last year's budget of $497,945 as per City Grant Program Policy 3712. All four grant programs under Policy 3712, which includes HSS, Arts and Culture, Environmental Enhancement and Food Security, and Parks, Recreation and Community Events are funded from gaming revenue allocated through the City's annual operating budget.

2026 Interim Updates

Last year, Council approved interim administrative updates for the 2026 grant cycle, which include maintaining the same funding level for grants awarded for the same purpose as the previous year and suspending the initiation of new multi-year grants. In addition, the 2026 application form was refined to incorporate supplemental questions requiring applicants to disclose any unrestricted net assets and to explain why surplus or unrestricted net assets are not being used to support the grant proposal.

Application Review Process

A HSS Grant Review Committee, consisting of City staff, reviewed the 2026 HSS Grant applications. The Review Committee assessed each application based on the criteria outlined in the HSS Grant Program Guidelines (Attachment 1) to ensure that City resources are directed towards areas of current and emerging community need. A table outlining 2026 funding requests and recommended allocations is provided in Attachment 2. A summary of each application, generated directly from information submitted to the web-based system by applicants, is provided in Attachment 3.

One of the objectives of the HSS Grant Program is to promote financial cost sharing and reduce sole reliance on City funding. To ensure that 2026 applications reflected current funding needs and aligned with program requirements, staff worked with 2025 grant recipients throughout the year to share external funding opportunities and encourage diversified funding sources to sustain grant-funded activities.

Minor/Major Grant Requests

Two application streams are currently available for the HSS Grant Program: one for minor grant requests ($5,000 or less) and one for major grant requests (over $5,000). Ten organizations applied in the minor grants stream and 29 organizations applied in the major grants stream for a total of 39 grant requests.

Multi-Year Funding Requests

New multi-year funding requests were suspended for the 2026 HSS Grant cycle as part of interim updates approved by Council. As a result, there are 11 organizations that are eligible to receive funding due to multi-year funding requests that were entered into in 2024 or 2025.

Analysis

2026 HSS Recommended Grant Allocations

Recommended grant allocations are based on the assessment criteria outlined in the HSS Grant Program Guidelines. Of the 39 applicants in 2026, 29 are recommended to receive funding and 10 are not recommended. Table 1 provides a summary of the number and types of applications received, the number of grants approved for the past two years and the number of grants recommended for 2026.

Table 1: HSS Grant Summary 2024–2026

2024–2026 HSS Grant Applications and Approved Grant Allocations			2026 Recommendations
Year	**2024**	**2025**	**2026**
Total number of applicants	34	35	39
New applicants	5	9	14
Minor requests received ($5,000 or less)	9	8	10
Major requests received (over $5,000)	25	27	29
Multi-year funding requests received	14	15	11**
Full amount of request recommended	8	7	5
Partial amount of request recommended	20	21	24
Grant not recommended	6	7	10
Total amount requested	$1,026,419	$947,300*	$1,285,695
Total budget available	$683,590	$497,945*	$506,908
Total amount requested above the budget	$342,829	$449,355	$778,787
Total HSS Grants allocated	**$683,590**	**$497,945**	**$506,908**

**In 2025, Richmond Addiction Services Society (RASS) entered into a Contribution Agreement with the City and received base funding of $200,000 earmarked from the HSS Grant budget. RASS' 2025 funding request of $201,860 was removed from the total amount requested and the 2025 base amount of $200,000 was removed from the total budget available.*

***New multi-year funding requests were suspended for the 2026 HSS Grant cycle as part of the interim updates approved by Council. As a result, only 11 organizations were eligible to receive multi-year funding.*

Year after year, the demand for HSS Grant funding has exceeded the available budget leaving the program consistently oversubscribed. The following section outlines key considerations for a number of 2026 HSS Grant applicants, including new and returning organizations.

New Applicants

This year, the City received 14 new applications. Nine are from first-time applicants: Buddhist Compassion Relief Tzu Chi Foundation of Canada, Chabad of Richmond, Give a Turkey Society of Canada, International Refugees Support Foundation, Muslim Food Bank Society, Responsible Drug Learning Association, Richmond 55+sers Wellness and Fitness Society, Richmond Baptist Church and Steveston Community Society. Two organizations funded in the past, Amyotrophic Lateral Sclerosis Society of British Columbia in 2024 and Stigma-Free Mental Health Society in 2019, did not apply for 2025 HSS Grants. Therefore, their 2026 grant submissions were reviewed as new applications. Three organizations that had applied for 2025 HSS Grants and were either declined or funded outside of the HSS Grant Program were also considered as new applicants for 2026: PLEA Community Services Society of British Columbia (declined), Touchstone Family Association (declined) and The Salvation Army (funded through the Council Community Initiative Account).

Of the 14 new applicants, the following four new applicants are recommended to receive funding:

- Chabad of Richmond is requesting $25,000 for food and packaging to support its meal distribution program, which prepares and delivers free weekly kosher meals (strictly meat and parve kosher) to vulnerable community members across the community. It is recommended that Chabad of Richmond receive $5,000 from the HSS Grant Program.

- Muslim Food Bank Society is requesting $50,000 for its food distribution and community case management program, including $40,000 in salaries, to deliver halal food hampers and provide emergency assistance and resource navigation support, such as access to housing, employment, health and settlement resources, to residents in need across Richmond. It is recommended that Muslim Food Bank Society receive $7,500 from the HSS Grant Program.

- Touchstone Family Association is requesting $35,000 for its Early Years Enhancement Program, including $29,000 in salaries, to provide increased supports for Chinese-speaking and new immigrant families with children aged zero to six years, along with services outside of traditional hours (9am to 5pm). It is recommended that Touchstone Family Association receive $5,000 from the HSS Grant Program.

- The Salvation Army is requesting $240,000, including $190,000 in salaries for a full-time cook (converted from part-time), a new outreach worker and a new driver, to support new outreach services and four existing programs, including its mobile feeding program, Sunday morning and night meals, and emergency food hampers. This request represents an increase of approximately 380 per cent compared to last year's request ($50,000). In 2025, The Salvation Army received a total of $20,000 for its mobile feeding program from the Council Community Initiative Account. It is recommended that The Salvation Army receive $10,000 from the HSS Grant Program for the same initiative, consistent with recommended allocations for other emergency meal providers.

- The ten new applicants that are not recommended to receive funding are Amyotrophic Lateral Sclerosis Society of British Columbia, Buddhist Compassion Relief Tzu Chi Foundation of Canada, Give a Turkey Society of Canada, International Refugees Support Foundation, PLEA Community Services Society of British Columbia, Responsible Drug Learning Association, Richmond 55+sers Wellness and Fitness Society, Richmond Baptist Church, Steveston Community Society and Stigma-Free Mental Health Society.

  While these organizations offer valuable social services and programs in Richmond, they are not being recommended for funding at this time. Factors such as reliance on City funding, insufficient partnerships, or overlap with existing community services contributed to this assessment. Given the significant demand and the constraints of the available budget, directing grant allocations toward the highest-priority community needs will help ensure that resources have the greatest possible impact on overall community well-being.

Returning Applicants

Of the 25 returning applicants, most requested funding for the same purpose as last year and are recommended to receive the same level of support. However, some organizations experienced funding cuts, expanded programming or one-time funding allocations in 2025 that affect their financial position. Considerations for the 2026 HSS Grant recommendations for these organizations are outlined below:

- Parish of St. Albans (St. Albans) is requesting $138,000 to support its food programs, including Tuesday community and takeaway meals; Wednesday hamper program for families with children attending Richmond School District (SD38) schools; Friday hot lunches; Sunday mini hampers; and Sunday sandwich delivery for people experiencing homelessness. This represents an increase of approximately 112 per cent compared to its 2025 request ($65,000).

  The 2026 request includes an additional $70,000 to sustain the Wednesday hamper program, which had previously been funded by SD38 but was discontinued in June 2025, as it falls outside the current scope of the Ministry of Education and Child Care's Feeding Futures School Food Program. Richmond Food Bank Society (RFBS) also operates a home delivery hamper program; however, service is restricted to medically home bound individuals. Families who were previously supported by St. Albans' Wednesday hamper program may instead access RFBS' weekly grocery distribution services.

  In 2025, Parish of St. Alban's received a total of $65,000 from the City, of which $38,584 was awarded from the HSS Grant Program and $26,416 from the Council Community Initiative Account. It is recommended that Parish of St. Alban's receive the same level of HSS funding as last year ($38,584).

- Refuge Church (formerly Church on Five) is requesting $100,000 to support its After Hours Outreach Program, including $80,000 in salaries for two outreach workers, to deliver hot food and essential items to people who are unhoused in Richmond five nights per week. In 2025, Refuge Church received a total of $110,000 from the City, with $25,000 from the HSS Grant Program and the remaining amount ($85,000) from the Council Community Initiative Account. It is recommended that Refuge Church receive the same level of HSS funding as last year ($25,000).

- Richmond Multicultural Community Services (RMCS) is requesting $50,000 to support its core operating expenses, doubling last year's request ($25,000). RMCS plays a key role in newcomer integration and anti-racism work in Richmond, promoting intercultural understanding and supporting actions in the Council-endorsed Cultural Harmony Plan.

  RMCS recently experienced a loss of funding from Immigrant, Refugee and Citizenship Canada (IRCC) effective April 1, 2025, which has reduced core operational capacity and limited its ability to deliver services that support immigrants and newcomers in Richmond. To help sustain its core operations and programs, it is recommended that RMCS receive a supplemental allocation of $9,845 in addition to last year's funding level of $20,337, for a total of $30,182. While RMCS would benefit from even greater financial support, the recommended allocation represents the maximum amount available within the current grant budget.

In summary, 29 of the 39 organizations are recommended for grant allocations for a total amount of $506,908. A table outlining recommended grant allocations by social service areas is provided in Attachment 4. With the allocated 2026 HSS Grant budget of $506,908, this leaves a remaining balance of $0.

Total City Funding towards Social Services

It is important to consider the HSS Grants within the broader context of the City's overall funding for social services. The City supports social service delivery through a range of other funding arrangements, including contribution agreements, service contracts and license agreements. In addition, the City also supplements HSS Grants with one-time allocations from the Council Community Initiative Account. For instance, Council approved an additional $29,266 in 2024 and $133,916 in 2025 for select HSS Grant recipients.

In 2026, the City will provide funding to the Richmond Centre for Disability ($207,677), Richmond Therapeutic Riding Association ($70,295) and Richmond Addiction Services Society ($203,600) through contribution agreements. City funding will also be provided to Touchstone Family Association ($110,700) through a service contract. Additionally, the City will provide funding ($230,000) through a license agreement with The Progressive Housing Society for the operation of a year-round Drop-in Centre for individuals experiencing homelessness in 2026. Once these other funding arrangements have been considered, the total City funding towards external agencies providing social services in 2026 increases from $506,908 to $1,329,180, as outlined in Table 2 of Attachment 4.

It is important to note that this total does not account for City staff and facilities that support the delivery of associated services in the community. For more detailed information regarding City funding towards external social service providers, including allocations through the HSS Grant Program, please refer to Attachment 4.

Advocacy to Senior Levels of Government for Sustainable Funding for Social Services

In recent years, rising costs of living and inflation, combined with broader economic and social challenges, have placed increasing strain on Richmond's non-profit sector. These pressures have intensified the demand for City funding to sustain social services that meet community needs. Although responsibility for many of these services fall under the provincial and federal governments, the burden is increasingly shifting to local governments. In response, the City has advocated to federal and provincial ministries and local Members of Parliament and Legislative Assembly over the past two years. This advocacy has focused on securing sustainable funding for municipalities responding to growing homelessness and food insecurity; ensuring stable support for non-profit organizations delivering social services in Richmond; and reinstating funding for settlement programs to meet the ongoing needs of newcomers, immigrants and refugees.

Financial Impact

The 2026 HSS Grant Program budget of $506,908 was approved as part of the City's 2026 Operating Budget. A total of $506,908 is recommended to be allocated to eligible organizations through the 2026 HSS Grant Program, subject to Council's approval.

Conclusion

The Health, Social and Safety Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and services enhance the social well-being of the community. It is recommended that the 2026 Health, Social and Safety Grants be awarded for the total recommended amount of $506,908. The City will continue to work with senior levels of government and advocate for sustainable funding to ensure Richmond's social services support the needs of the city's diverse residents.

Dorothy Jo
Program Manager, Social Planning
(604-276-4391)

Att. 1: City of Richmond 2026 Health, Social and Safety Grant Program Guidelines
2: 2026 Health, Social and Safety Grants Summary of Requests and Recommendations
3: 2026 Health, Social and Safety Grant Applications Summary Sheets
4: 2026 City Funding Allocation by Social Service Areas

City of Richmond

2026 Health, Social and Safety

Grant Program Guidelines

Richmond

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Important Notice for 2026: Updates to the City Grant Program

A review of the City Grant Program is underway, with updates planned for the 2027 City Grant cycle. In the meantime, **no new multi-year (Year 1) grants** will be awarded in the 2026 Health, Social and Safety (HSS) Grant year. Single-year HSS grants will be available as usual.

Multi-year HSS grants approved in 2025 or 2024 will continue to be available in 2026 (for Years 2 or 3), provided that: a grant use report is completed, a short application form is submitted with required documents, and all eligibility criteria are still met. Please refer to the following program guidelines for more details.

1. Overview

(i) City Grant Policy

- City Grant Programs are governed by the City Grant Policy 3712, as attached.
- These guidelines pertain to the Health, Social and Safety Grant Program.
- Separate programs exist for Arts and Culture, Child Care, and Parks, Recreation and Community Events grants. Please see the City website (www.richmond.ca/CityGrants) 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; and
- 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 deposited to the City's Grant Provision 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, page 4);
- Political parties and organizations;
- Organizations that primarily fund other organizations (e.g., grants) or individuals (e.g., scholarships); and
- 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, but not limited to:
  - Promoting or serving a political party or organization
  - Lobbying of a political party, or for a political cause or campaign
- Programs and services delivered in partnership with political parties and organizations*
- 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, page 4)
- Child care purposes (the City has a separate Child Care Grant Program, see www.richmond.ca/CityGrants)
- Travel costs outside the Lower Mainland
- Other

*For clarity, this does not exclude programs and services that receive funding from other levels of government, including funding provided by the Province of British Columbia and the Government of Canada.

(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 dependent 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

Notice for 2026: No new multi-year (Year 1) grants will be awarded in the 2026 HSS Grant year. Single-year HSS grants will be available as usual. Multi-year HSS grants approved in 2025 or 2024 will continue to be available in 2026 (for Years 2 or 3), provided that: a grant use report is completed, a short application form is submitted with required documents, and all eligibility criteria are still met.

- 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/CityGrants). 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/CityGrants).

- These Guidelines apply to the Health, Social & Safety Grant Program
- 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, page 7)
- 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/CityGrants) 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 from the Community Social Development Department.
- 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 information will be provided to applicants or the public until the staff report is posted on the City website at 5:00pm 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 the 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 the grant award 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 it 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 Grant Program, please see the City website at www.richmond.ca/CityGrants or contact the Community Social Development Department at 604-276-4000.

Page 1 of 2	City Grant Program	Policy 3712
	Adopted by Council: July 25, 2011 Amended by Council: July 9, 2012 Amended by Council: April 11, 2022	

POLICY 3712:

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)
   - Community Environmental Enhancement Grants Program (Parks and Recreation).
2. Casino funding may be used to create four separate line items for these City Grant Programs in the annual City operating budget.
3. Each of the four City Grant Programs may receive an annual Cost of Living increase.
4. A City Grant Steering Committee consisting of a representative of Community Social Services, Arts and Culture, Parks and Recreation, and Environment 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 three streams of grant requests:

   (i) $5,000 or less;

   (ii) over $5,000, whereby application requirements may be streamlined for requests of $5,000 or less; and

   (iii) no more than $500 for individuals applying for the Environmental Enhancement Grant.
7. Only registered non-profit societies governed by a volunteer Board of Directors requesting funding to serve primarily Richmond residents, are eligible, except for individuals accessing the Environmental Enhancement Grant.
8. Applicants may receive only one grant per year unless applying for Environmental Enhancement Grant funding for projects not utilizing other City Grant funding.
9. Community Partner documents submitted to fulfill annual funding agreements with the City will be considered as part of grant application requirements.

10. 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.

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Amyotrophic Lateral Sclerosis Society of British Columbia **(NEW)**	N/A	$5,000	$0	Single year	Grant funding towards rent for its Richmond warehouse to support its Equipment Loan Program, which provides medical equipment at no cost to individuals living with ALS in Richmond and across the province. Proposal does not primarily serve Richmond residents. Funding is not recommended.	1
Aspire Richmond	$12,500	$15,000	$12,500	Single year	Grant funding towards personnel salaries for its Family Resource Program, providing referrals, workshops, information sessions and events for families and individuals with developmental disabilities during life transitions. Same level of funding as last year is recommended.	3
BC Pets and Friends	$2,000	$5,000	$2,000	Single year	Grant funding towards personnel salaries for its Pet Therapy Program, providing free visits by dedicated volunteer teams to assisted living facilities, hospitals, schools and community events. Same level of funding as last year is recommended.	6
Big Brothers of Greater Vancouver	$6,150	$6,150	$6,150	Multi-year Year 3	Grant funding towards personnel salaries, volunteer recruitment and community outreach for its Community Mentoring, Teen Mentoring and Youth Leadership Programs, which provide positive role models, guidance and life skills for children and youth in Richmond. Same level of funding as last year is recommended.	9
Big Sisters of BC Lower Mainland	$6,000	$6,000	$6,000	Single year	Grant funding towards personnel salaries to support its Big Sisters Mentoring and Study Buddy Programs, which provide positive role models and academic support for girls, non-binary, transgender and gender-diverse children and youth in Richmond. Same level of funding as last year is recommended.	11
Buddhist Compassion Relief Tzu Chi Foundation of Canada **(NEW)**	N/A	$6,000	$0	Single year	Grant funding towards personnel salaries, supplies and equipment for its Traditional Chinese Medicine Clinic, providing a series of free consultations and acupuncture treatments for Richmond residents of all ages. Applicant is recommended for single year funding through the Parks, Recreation and Community Events Grant and is not eligible for additional grant funding per City Grant Program Policy 3712. Funding is not recommended.	15
Chabad of Richmond **(NEW)**	N/A	$25,000	$5,000	Single year	Grant funding towards supplies for its Light of Shabbat Food Security Program, which prepares and delivers free weekly kosher meals to vulnerable community members. Partial funding is recommended.	17

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Chimo Community Services	$51,250	$55,000	$51,250	Multi-year Year 3	Grant funding towards personnel salaries, office rent and administrative costs for its Crisis Line, Outreach & Advocacy and Youth Engagement Programs, which provide one-on-one support for those in crisis, practical assistance with family and civil matters, and educational workshops for youth (12 to 18 years) on topics such as suicide awareness, stress management and communication skills. Same level of funding as last year is recommended.	20
Community Mental Wellness Association of Canada	$13,059	$37,700	$13,059	Multi-year Year 2	Grant funding towards core operating costs to support a range of programs and services, including its Heart to Heart, Senior Wellness and Youth Ambassador Programs, which provide multilingual mental health education and skills training to community members. Same level of funding as last year is recommended.	22
Connections Community Services Society	$14,334	$23,350	$14,334	Single year	Grant funding towards an Activity Worker position to support a range of Indigenous, children and family, employment and intergenerational programs and services. Same level of funding as last year is recommended.	24
Family Services of Greater Vancouver	$51,166	$52,000	$51,166	Multi-year Year 3	Grant funding towards personnel salaries, office rent and administrative costs for its Richmond Counselling Program, providing free counselling to community members living with low income. Same level of funding as last year is recommended.	27
Food Link Society (formerly Immigrant Link Centre Society)	$10,000	$10,000	$10,000	Single year	Grant funding towards transportation costs for its Food Distribution Program, which collects and delivers free groceries at four affordable housing sites, schools and community hubs in Richmond seven days per week. Same level of funding as last year is recommended.	29
Fraserview Mennonite Brethren Church	$5,000	$5,000	$5,000	Single year	Grant funding towards supplies for its Community Meal Program, providing free weekly meals on Wednesdays for community members and free programs for children and youth in Richmond. Same level of funding as last year is recommended.	32
Give a Turkey Society of Canada **(NEW)**	N/A	$4,000	$0	Single year	Grant funding towards core operating costs for its Give a Turkey Initiative, providing free meal vouchers for a prepared turkey dinner to families experiencing hardship in Richmond during the holiday season (December 1-25, 2025). Retroactive funding is not eligible. Funding is not recommended.	35

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Heart of Richmond AIDS Society	$14,183	$25,000	$14,183	Multi-year Year 2	Grant funding towards core operating costs to support a range of programs and services, including its support groups, education and food programs for people living with HIV/AIDS and their families. Same level of funding as last year is recommended.	38
International Refugees Support Foundation **(NEW)**	N/A	$90,000	$0	Single year	Grant funding towards personnel salaries, program materials and office rent for its Safe Start: Refugee Newcomer Integration & Support Program, providing multilingual community workshops to help build awareness and practical skills in safety, wellness and nutrition. Proposal primarily relies on City funding and duplicates existing services in the community. Funding is not recommended.	40
Minoru Seniors Society	$2,500	$5,000	$2,500	Single year	Grant funding towards transportation costs, meals and personnel salaries for its fee-based 55+ Wellness Connections program, supporting at-risk, frail and isolated seniors to reconnect with the community and increase independence through participation in physical, social and recreational programs in Richmond. Same level of funding as last year is recommended.	43
Muslim Food Bank Society **(NEW)**	N/A	$50,000	$7,500	Single year	Grant funding towards core operating costs to support its Food Distribution and ASPIRE Programs, delivering halal food hampers and emergency assistance along with resource navigation support in accessing housing, employment, health and settlement resources in Richmond. Partial funding is recommended.	46
Parish of St. Alban's (Richmond)	$65,000 in total City funding ($38,584 HSS Grant + $26,416 Council Community Initiative Account)	$138,000	$38,584	Single year	Grant funding towards program materials, utilities and consultant services for its food programs, including Tuesday community and takeaway meals; Wednesday hamper program for families with children attending Richmond School District (SD38) schools; Friday hot lunches; Sunday mini-hampers; and Sunday sandwich delivery for people experiencing homelessness. In 2025, Parish of St. Alban's received a total of $65,000, with $38,584 from the HSS Grant Program and additional one-time only funding of $26,416 from the Council Community Initiative Account. Same level of funding as last year from the HSS Grant Program is recommended.	49
Pathways Clubhouse	$36,657	$36,657	$36,657	Multi-year Year 3	Grant funding towards core operating costs to support its Meal Program, providing members with healthy meals at an affordable price. Same level of funding as last year is recommended.	53

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Peace Mennonite Church	$7,500	$15,000	$7,500	Single year	Grant funding towards supplies, equipment and personnel salaries to support its Community Meal Program, providing free meals approximately twice per month on Tuesdays to community members. Same level of funding as last year is recommended.	55
PLEA Community Services Society of British Columbia **(NEW)**	Declined	$5,000	$0	Single year	Grant funding towards personnel salaries, administrative and travel costs to support the Taking Care of Ourselves, Taking Care of Others workshops, providing children and youth with information and practical tools to keep themselves and their friends safe from all forms of sexual exploitation. Applicant does not demonstrate financial need to implement the proposal. Funding is not recommended.	59
Refuge Church (formerly Church on Five)	$110,000 in total City funding ($25,000 HSS Grant + $85,000 Council Community Initiative Account)	$100,000	$25,000	Single year	Grant funding towards supplies, transportation costs and personnel salaries for two outreach workers for its After Hours Outreach program, delivering hot meals and other essentials five nights per week to people experiencing homelessness in Richmond. In 2025, Church on Five received a total of $110,000, with $25,000 from the HSS Grant Program and additional one-time only funding of $85,000 from the Council Community Initiative Account. Same level of funding as last year from the HSS Grant Program is recommended.	62
Responsible Drug Learning Association **(NEW)**	N/A	$2,000	$0	Single year	Grant funding towards program materials, consultant services and volunteer support for its Community Dialogue Event and Drug Awareness Campaign, to raise awareness of drug prevention and promote open dialogue among residents, health professionals and policymakers. Proposal primarily relies on City funding and duplicates existing services in the community. Funding is not recommended.	65
Richmond 55+sers Wellness and Fitness Society **(NEW)**	N/A	$16,500	$0	Single year	Grant funding towards personnel salaries, small business insurance and consultant services for its Wellness, Connection and Community for Seniors Project, to provide free fitness classes, educational workshops and community events to support, educate and empower seniors to live active and socially-connected lives. Proposal duplicates existing services in the community. Funding is not recommended.	68

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Richmond Baptist Church **(NEW)**	N/A	$4,400	$0	Single year	Grant funding towards food costs, supplies and program materials for its Club 47 Program, focusing on leadership, discipleship and fellowship for children (Grades 4 to 7) to develop key life and faith skills. Proposal primarily relies on City funding and does not demonstrate sufficient partnerships. Funding is not recommended.	71
Richmond Cares Richmond Gives	$47,461	$50,000	$47,461	Multi-year Year 3	Grant funding towards core operating costs to support its Information & Volunteer Centre, connecting residents to community resources, and Volunteer Now database, and facilitating volunteer recruitment by local non-profit organizations. Same level of funding as last year is recommended.	74
Richmond Family Place Society	$42,303	$50,000	$42,303	Multi-year Year 3	Grant funding towards core operating costs to support a range of programs and services, including preventative family support for Richmond families with children (birth to 12 years) and intergenerational programs for families with isolated seniors. Same level of funding as last year is recommended.	76
Richmond Mental Health Consumer and Friends Society	$7,073	$9,938	$7,073	Multi-year Year 3	Grant funding towards personnel salaries, supplies and volunteer support for its Peer Support Social Group Program, providing social activities, volunteer work, education and leadership opportunities for people seeking additional support in their mental health recovery. Same level of funding as last year is recommended.	78
Richmond Multicultural Community Services	$20,337	$50,000	$30,182	Multi-year Year 3	Grant funding towards core operating costs to support a range of programs and services to meet the needs of the growing immigrant and refugee communities of Richmond, including assisting with the settlement and integration process. An increase of $9,845 from last year's HSS Grant amount is recommended for a total of $30,182.	80
Richmond Poverty Reduction Coalition	$7,396	$20,000	$7,396	Single year	Grant funding towards personnel salaries to support its core function of working to reduce poverty and its impacts with research, projects and public education. Same level of funding as last year is recommended.	82
Richmond Presbyterian Church	$7,500	$15,000	$7,500	Single year	Grant funding towards equipment, supplies and personnel salaries for its Community Meal Program, providing free weekly meals on Mondays to community members. Same level of funding as last year is recommended.	85

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Richmond Women's Resource Centre	$31,558	$45,000	$31,558	Multi-year Year 2	Grant funding towards core operating costs to support a range of programs and services, including skills training, English conversation and peer support groups designed to empower and support women. Same level of funding as last year is recommended.	88
Society for Youth Empowerment and Strength	$2,552	$5,000	$2,552	Single year	Grant funding towards personnel salaries, office rent and equipment for its Youth Empowerment Program, providing strength training and fitness sessions for at-risk youth (13 to 17 years). Same level of funding as last year is recommended.	91
Steveston Community Society **(NEW)**	N/A	$5,000	$0	Single year	Grant funding towards supplies, equipment and volunteer support for its 2026 Steveston Community Special Events Program, providing free, family-oriented events at the Steveston Community Centre for Richmond residents of all ages. Applicant is recommended for multi-year (Year 3) funding through the Parks, Recreation and Community Events Grant and is not eligible for additional grant funding per City Grant Program Policy 3712. Funding is not recommended.	94
Stigma-Free Mental Health Society **(NEW)**	N/A	$10,000	$0	Single year	Grant funding towards personnel salaries, volunteer support and program materials for its Stigma-Free School Program, offering a student mental health toolkit and presentations for students (Grades 4 to 12), along with professional development for educators, to build mental health literacy and reduce stigma in classrooms. Proposal duplicates existing services in the community. Funding is not recommended.	97
The Governing Council of The Salvation Army in Canada **(NEW)**	$20,000 in total City funding ($0 HSS Grant + $20,000 Council Community Initiative Account)	$240,000	$10,000	Single year	Grant funding towards personnel salaries, program materials and garbage removal for its food programs, including the mobile feeding program; Sunday morning and evening meals; emergency food hampers for families living with low income; and outreach services offering ongoing support and connection to resources. In 2025, The Salvation Army received a total of $20,000 in one-time only funding from the Council Community Initiative Account. Partial funding is recommended for 2026 from the HSS Grant Program.	100
The Kehila Society of Richmond	$7,500	$8,000	$7,500	Single year	Grant funding towards supplies and equipment for its Food Assistance Program, offering a food fridge and pantry, meals-on-wheels and grocery gift cards. Same level of funding as last year is recommended.	103

2026 Health, Social and Safety Grants Summary of Requests and Recommendations

APPLICANT NAME	2025 GRANT	2026 REQUEST	2026 RECOMMENDATION	MULTI-YEAR REQUEST	APPLICATION SUMMARY	ATT. 3 PAGE NO.
Touchstone Family Association **(NEW)**	Declined	$35,000	$5,000	Single year	Grant funding towards personnel salaries, office rent and volunteer support to enhance its Early Years Enhancement Program, with a particular focus on supporting Chinese-speaking and new immigrant families with children (birth to 6 years), and offering supports outside of traditional service hours (9am to 5pm). Partial funding is recommended.	105
	Total	**$1,285,695**	**$506,908**			

Richmond
City of Richmond, British Columbia, Canada

Society:	Amyotrophic Lateral Sclerosis Society of British Columbia
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Equipment Loan Program
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	531
Richmond Residents:	20

Grant Request Summary

The funds being requested will support the Society's Equipment Loan Program, which provides essential medical equipment—such as power wheelchairs, electric beds, and other assistive devices—at no cost to individuals living with ALS. This program is designed to enhance the quality of life for patients by giving them access to equipment they might not otherwise afford. A grant of $5,000 will help cover the monthly rent for our equipment warehouse, ensuring we can continue to store, maintain, and distribute this equipment. Including administrative expenses, the annual budget of the program is over $1 million.

Richmond Services Received by Your Organization

Our annual walk takes place at Gary Point Park in Richmond, which we can use free of charge. When the office space was renovated to accommodate the equipment warehouse, we paid the contractor, and that payment included the cost of permits issued by the City of Richmond.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	3,330,819.00	2,307,012.00
Total Expenses	3,392,669.00	1,118,219.00
Annual Surplus or (Deficit)	(61,850.00)	1,243,551.00
Accumulated Surplus or (Deficit)	7,638,662.00	8,997,083.64

Explanation for Annual Surplus or (Deficit)

Last Complete Year The total revenue and total expenses exclude all non-cash revenues; gift-in-kind

donations (equipment), and amortization for capital equipment.

Current Year The current revenue and expenses figures only reflect transactions up to July 15, 2025. We are behind on recording because we are currently integrating our new database platform software with our accounting software. It is a project recommended by our previous audit to improve our revenue recording and tracking of equipment loaned to patients.

Explanation for Accumulated Surplus or (Deficit)

Accumulated Surplus comprises our endowed and reserve funds, subject to specific terms of reference for their use, and is governed by a policy on fund disbursement.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$4,361.00	Health, Social & Safety
2023	$4,255.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$5,000.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other	$0.00
Total:	**$5,000.00**

Amount Your Society will Provide: $0.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Aspire Richmond
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$15,000.00
Proposal Title:	Family Resource Program
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	5000
Richmond Residents:	5000

Grant Request Summary

Aspire is the largest provider of services for people with developmental disabilities in the City of Richmond. Aspire programs and services support more than 1200 infants ,children and adults with developmental disabilities to participate and contribute fully as valued members in the community. Aspire also offers supports for their families to navigate a complicated system of funding and care. Further, Aspire offers programs and 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. The Family Resource Manager 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 for service 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 friendships and 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.

Richmond Services Received by Your Organization

Aspire receives tax exemption for residential properties which are part of Aspire's Supported Living Program and are home to 17 adults who are deaf/blind or who have developmental disabilities. In addition, Aspire leases child care space through the City of Richmond for $1/year to operate Treehouse Early Learning Centre which provides day care and preschool to 30 children ages 30 months to five years. The Seedlings Early Childhood Development Hub leases space at $1/year to operate Infant/Toddler daycare, daycare, out of school care and seniors out of school care.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	23,812,300.00	24,172,793.00
Total Expenses	24,161,736.00	24,112,835.00
Annual Surplus or (Deficit)	(300,535.00)	11,057.00
Accumulated Surplus or (Deficit)	5,169,964.00	5,365,886.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Due to the extraordinary adjustment made by CLBC in funding, this year's operations resulted in a deficit of 300,000. This deficit did not have a negative impact in the cash flows for the year. Any repayments to funders are fully funded. For the year ended March 31, 2025, operations resulted to a slight decrease in revenue by 1.5% (compared to 2024) due to a non-recurring adjustment made for under delivery of services for FY2023.

Current Year We anticipate a minor surplus to close the year 2025/26 as no further adjustments are expected to be made by our major funders.

Explanation for Accumulated Surplus or (Deficit)

Accumulated surplus will be held in capital reserves for future purchases, necessary repairs and enhancements to properties and to cover payroll liabilities.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$12,500.00	Health, Social & Safety
2025	$4,700.00	Child Care Capital Grant
2024	$14,262.00	Child Care Capital Grant
2023	$10,000.00	Child Care Capital Grant
2023	$1,606.88	Child Care Professional & Program Development Grant

Proposed City Grant Use

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

Financial Assistance From Other Sources (if applicable)

Item	Amount
Province of British Columbia	$13,000.00

Amount Your Society will Provide: $0.00

Total Proposed Budget: $28,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	BC Pets and Friends
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	BC Pets and Friends
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	195,000
Richmond Residents:	11,500

Grant Request Summary

For over 40 years, BC Pets and Friends (BCPF) has been cultivating compassion, kindness and connection through its pet therapy program. BCPF provides the healing comfort and companionship of pet therapy by visiting people who could benefit in a social, emotional, or physical way. Our dedicated volunteer teams visit assisted living facilities, rehab facilities, mental health units, hospitals, cancer centers, and hospices on a regular basis. In addition, we participate in special events where we provide pet therapy visits at schools, universities, community events, and corporate facilities. BCPF has a total of approximately 225 volunteer pet therapy teams. According to our volunteer survey, BCPF spent over 16,000 hours in the community providing pet therapy, reaching an estimated 195,000 individuals. BCPFs' visits are welcoming, accessible, and inclusive for people regardless of their sexual orientation, gender identity, sex, age, ability, race, ethnicity, culture, religion, language, education, income, or geography. Animals offer non-judgmental companionship, helping create safe, welcoming spaces for those who may face systemic barriers, including racialized individuals, 2SLGBTQIA+ communities, and people with disabilities. Pet therapy visits are delivered in inclusive, culturally sensitive ways and with respectful practices. Our teams visit those who are vulnerable and would not otherwise have access to programs like this. As BCPFs' visits are free, it removes the financial barrier, making it further accessible. Overall, visits with pets are relaxed in nature and provide much comfort for the patients and residents our teams visit. They are meant to bring companionship to help those dealing with, among other things, loneliness, stress, anxiety, and sadness. The pet becomes a focal point and a topic of conversation that leads participants to engage in conversation about their needs and feelings. Research studies have shown that the presence of animals relieves, relaxes, and discharges people from tension and stress of everyday life. It has been clinically proven that through petting, touching, and

talking with animals, patients' blood pressure is lowered, stress is relieved, and depression is eased. Here at Pets and Friends, we understand the powerful impact of a therapy animal's presence.

Richmond Services Received by Your Organization

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

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	131,911.00	133,900.00
Total Expenses	119,950.00	133,736.77
Annual Surplus or (Deficit)	11,961.00	163.23
Accumulated Surplus or (Deficit)	40,438.00	40,601.23

Explanation for Annual Surplus or (Deficit)

Last Complete Year While the organization strives to maintain a balanced budget, BCPF experienced an increase in its annual surplus primarily due to higher-than-anticipated revenue compared to the original budget projections. This increase reflects the success of steady community support.

Current Year BCPF forecasts and manages its budget on the basis of maintaining a balanced budget. Additional expenses incurred to maintain operations and expand volunteer recruitment need to be supported by additional funding for the organization.

Explanation for Accumulated Surplus or (Deficit)

As part of our risk mitigation strategy, BC Pets and Friends maintains a modest surplus to ensure organizational stability during periods of uncertainty, such as unexpected events, revenue fluctuations, or unanticipated expenses. The accumulated surplus is designed to support approximately six months of operations in the absence of revenue, which the Board considers a prudent and responsible level of reserves. As the organization continues to grow and expand its services to meet the increasing demand for pet therapy, maintaining and modestly increasing this surplus will be essential to sustain operations and ensure long-term financial health.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$5,000.00

Item	Amount ($)
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other	$0.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Gaming Grant	$20,000.00
City of North Vancouver	$5,000.00
District of North Vancouver	$5,000.00

If You Have More Than 3 Funding Sources, Please Provide Addtional Information Below Long term sustainability is a key priority for BCPF. Therefore, BCPF receives funding from other municipalities in which we operate as well as corporate sponsors. These funds support a portion of our operating costs. In addition, the organization has established earned revenue streams through membership fees and the sale of e-cards, with all proceeds reinvested into program activities.

Amount Your Society will Provide: $10,000.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Big Brothers of Greater Vancouver
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$6,150.00
Proposal Title:	Big Brothers Community Program, Teen Mentoring Program, Youth Leadership
Number To Be Served:	Unspecified
Richmond Residents:	50

Grant Request Summary

Community Mentoring Program: This program matches adult male volunteers with boys aged 7-14 who lack positive male role models in their lives. These pairs engage in 2-4 hours of low-cost fun activities weekly. The benefits include higher self-esteem for children, reduced risky behavior, and a stronger connection with school. Volunteers find immense personal rewards, enhancing community bonds. Teen Mentoring Program: This initiative pairs elementary school children (grades 1-7) with teen "Buddy" mentors from local high schools, fostering one-on-one relationships through one-hour, non-academic activities. This expands the children's support network and cultivates relationships with mentors who deeply care about their lives. Youth Leadership Program: This program focuses on developing leadership skills in teens, including career planning and conflict resolution. The benefits extend to the entire community as mentees gain lifelong skills, increased self-esteem, reduced risky behaviors, and more positive attitudes towards school. Volunteer mentors find their role immensely rewarding, contributing to a closer-knit community. In essence, these programs aim to provide vital mentorship and guidance to children and teens, enriching their lives, and fostering community cohesion. The grant would support the expansion and enhancement of these programs, positively impacting the community in Richmond.

Changes that will impact grant use

The information provided in the Year 1 application regarding the three outlined programs is still relevant to this year's application

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	2,404,082.00	2,634,604.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	2,404,972.00	2,634,604.00
Annual Surplus or (Deficit)	(890.00)	0.00
Accumulated Surplus or (Deficit)	(281.00)	(281.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year Moderate deficit as we continue our initiatives to reduce costs and increase operational efficiencies.

Current Year We are expecting a balanced budget for the current year.

Explanation for Accumulated Surplus or (Deficit)

We are not in the practice of keeping a large accumulated surplus in our operating charity as all our resources go towards funding our programs.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$6,150.00	Health, Social & Safety
2024	$6,150.00	Health, Social & Safety
2023	$6,000.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Big Sisters of BC Lower Mainland
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$6,000.00
Proposal Title:	Big Sisters 1:1 Mentoring Programs in Richmond
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	906
Richmond Residents:	32

Grant Request Summary

Since 1960, Big Sisters has been devoted to advancing equity of girls and youth who identify as girls, transgender, nonbinary or gender-diverse across the Lower Mainland. Gender inequity impacts the lives of young girls and women at personal, professional and societal levels, demonstrated through greater instances of gender-based violence, lower economic security, and a range of additional social or economic barriers and unique mental health challenges. Girls are more likely to be sexualized in media and experience a higher risk of harassment and solicitation in online spaces. Providing 1:1 mentoring programs to youth in Richmond, Big Sisters of BC Lower Mainland changes the course of young lives by providing supportive mentors to children and youth who need someone the most. Our caseworkers carefully match youth (ages 7 to 17) with caring, female adult mentors who help them overcome adversities, make healthy choices and reach their full potential. Our mission: to enable life-changing mentoring relationships to ignite the power and potential of young people. We offer five core mentoring programs to help children and youth realize their full potential. They are: BIG SISTERS MENTORING a 1:1 mentoring program that matches children and youth with a supportive, caring adult. This weekly meetup focuses on activities that enhance social emotional development and build a relationship based on trust and common interests. Mentors and youth meet weekly for 2-4 hours. Big Sisters requests a minimum one year commitment from each match. STUDY BUDDY a weekly 1:1 mentoring program that focuses on academic support. Students in this program are matched with a mentor who can provide support in the child or youth's identified need at school. Children and youth who participate in Study Buddy report a higher level of self-esteem, better social interaction with peers and increased pursuit of post-secondary education. Mentors and youth meet weekly for a minimum of one hour. Big Sisters requests a minimum six month commitment from each match. * In our 2024-2025 fiscal the average length of match remains at four years for our 1:1 programs. GO GIRLS! HEALTHY

BODIES, HEALTHY MINDS an eight-week group mentoring program designed to encourage social connectedness, positive self-image and a healthy, balanced lifestyle. BRIGHT FUTURES EDUCATION FUND (BFEF) is a scholarship program reserved for the young people in our mentoring programs. Providing girls and youth with the opportunity to explore their post-secondary academic potential. MY VOICE MY POWER is a new program that addresses Gender-Based Violence (GBV) across the Lower Mainland, empowering girls and youth aged 9-14 to forge healthy relationships, challenge gender stereotypes, and practice safe use of internet and online technologies. This project was generously funded by the Federal Government. Our request for support is to help fund the two 1:1 mentoring programs for Richmond youth and mentors. The young people we serve come from increasingly diverse, equity-deserving communities. The challenges that the youth we serve face are as unique as the individuals themselves. They include isolation, abuse, neglect, trauma, mental health challenges, low self-esteem, bullying, trouble making friends, difficulties at school, neurodiversity, housing insecurity, changing guardianship, poverty and more. Further, intersectionality around socioeconomic status, gender and race compounds their ability to participate fully in society. Of those who reported last year, we know that: • over 67% come from households experiencing financial insecurity • over 78% come from racialized populations • over 15% identify as Indigenous or Aboriginal • 49% come from single parent-led homes • 26% were born outside of Canada In addition, Big Sisters supports families with Ministry of Children and Family Development (MCFD) involvement, children in foster care and grandparents raising grandchildren. At Big Sisters, our focus is on prevention. Mentoring young people to build resiliency is a highly valued, broadly supported approach to prevention. But there is a gap in prevention services, particularly for young, underserved populations. These developmental years are essential in determining later outcomes, setting children and youth up for success. This early intervention often prevents much more costly interventions later in life, and studies reveal that for every $1 spent on mentorship, $23 is returned to society. Mentors help their mentees address such challenges by building protective factors against them. These include positive role modeling, guidance around healthy relationships, communication, problem-solving, building confidence and agency, making friends, having a sense of belonging, deconstructing gender attitudes and educational attainment. We have connected youth with safe housing, child protection, legal, counselling and other support services beyond our scope. The presence of a dedicated, nurturing adult is repeatedly shown to be the essential piece needed in a child's life in order for them to grow up and reach their full potential. Mentoring is linked to improved academic, social and economic benefits. It helps further education, accelerate engagement, promote healthy lifestyles, and ultimately break the cycle of poverty, violence and drugs. Reported Impacts Include: • increased self-esteem and confidence • increased social skills • increased likelihood of staying in school • increased likelihood of attending post-secondary • decreased social isolation • positive mentoring experience • increased school connectedness • increased commitment to learning • enhanced creative use of time • a stronger positive identity • better relationship with parents • improved mental wellness • increased social inclusion • a positive sense of empowerment • improved self-management and decision-making skills Research continuously points to mentorship being the key to a child achieving their potential, and that the very thing that makes the difference is the presence of one caring, devoted adult in a child's life. Harvard University notes that the key factor in overcoming adversity is having a stable, committed relationship with a supportive adult. Mentoring provides the

opportunity to prevent the negative health and behavioural effects that often result from living with adversities. These issues are much harder and expensive to solve in adulthood, and often go unresolved. What is less known about our impact is that it goes far beyond benefits to the youth. Mentoring also positively impacts our volunteers. By giving back in a meaningful way, Study Buddies feel genuinely connected to their community. They learn and grow alongside their mentees, and develop positive personal attributes and professional skills that make them even stronger members of society, including: communication, problem solving, cultural awareness, empathy and leadership.

Richmond Services Received by Your Organization

The Big Sisters office is located in Vancouver and therefore we don't currently use any City of Richmond services, with the exception of the Richmond Public Libraries. The libraries are often used by Study Buddy matches. Additionally, we may host a group activity in Richmond for the youth and their mentor to attend, such as the pumpkin patch or Sunflower Festival.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	3,017,673.00	3,146,647.00
Total Expenses	3,193,620.00	3,156,870.00
Annual Surplus or (Deficit)	(21,919.00)	(10,223.00)
Accumulated Surplus or (Deficit)	6,672,314.00	6,662,091.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Grants and event revenues were lower than budgeted. We managed expenses to the best of our ability as a result of these shortfalls.

Current Year Estimated budget shows a small deficit, however this is contingent on meeting our target for grants and fundraising events.

Explanation for Accumulated Surplus or (Deficit)

Our accumulated surplus was reduced last year due to the annual deficit and is expected to be reduced again in the current year by the budgeted deficit.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$6,000.00	Health, Social & Safety
2024	$4,264.00	Health, Social & Safety
2023	$4,160.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$6,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other:	$0.00
Total:	**$6,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Gaming	$200,000.00
Connor Clark & Lund	$10,000.00
Houssian Foundation	$40,000.00

Amount Your Society will Provide: $1,271,156.00

Total Proposed Budget: $3,146,647.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Buddhist Compassion Relief Tzu Chi Foundation of Canada
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$6,000.00
Proposal Title:	Free Traditional Chines Medicine Clinic
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	200
Richmond Residents:	200

Grant Request Summary

The clinic will run 3 times in 2026 and welcome all aged residents of Richmond to come in for a free consultation and acupuncture treatment.

Richmond Services Received by Your Organization

None

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	3,626,436.00	1,130,338.00
Total Expenses	1,325,827.00	1,201,930.00
Annual Surplus or (Deficit)	2,517,606.00	(79,128.00)
Accumulated Surplus or (Deficit)	38,430,061.00	38,350,933.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Large individual donations

Current Year Donation accumulated up to July only

Explanation for Accumulated Surplus or (Deficit)

Accumulated in the past 3 decades

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$3,360.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$150.00
Equipment	$2,500.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other:	$0.00
Total:	**$6,010.00**

Financial Assistance From Other Sources (if applicable)

Amount Your Society will Provide:	$0.00
Total Proposed Budget:	$6,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Chabad of Richmond
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$25,000.00
Proposal Title:	Light of Shabbat Food Security Program
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	4700
Richmond Residents:	4492

Grant Request Summary

Chabad Richmond is currently seeking funding to support the purchase of the food and packaging required to ensure that these kosher meals continue to be delivered to those most vulnerable in our community. Participants in the Light of Shabbat Food Security Program are both Jewish and not Jewish. We know based on the data that 86% of the individuals who receive meals are seniors (over 55 years), considered low income households and may be challenged with health or mental health issues. We also support single parent families and newcomers to the community and families transitioning thru significant health challenges either short-term or long-term including grief loss. Sadly this is not always a demographic where you can teach them to fish and they will fish for life. This is a group of individuals who struggle from a complex set of issues that may be sourcing food from multiple sources in the community including other synagogues, churches, foodbanks etc. Strictly meat/parve kosher meals are prepared and packaged for delivery by a team of volunteer drivers to up to 48 households weekly 52 weeks a year. Ensuring this vulnerable component of our community is fed well balanced and nourishing meals not only provides food for their bodies it is peace of mind for their souls.

Richmond Services Received by Your Organization

Chabad Richmond received the Neighbourhood Community Grant last year of $1094.00 for the Community wide summer BBQ hosted at London Heritage Farm. Over 350 people attended this event plus volunteers and First Responders who were being honoured.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	825,524.00	0.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	787,701.00	0.00
Annual Surplus or (Deficit)	37,823.00	0.00
Accumulated Surplus or (Deficit)	550,910.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year A significant investment was made into the infrastructure of Chabad with a renovation to the rental site. However these are considered depreciating assets. Noted Donations declined in 2024 but income from grants increased for earmarked investments including: one large grant specifically earmarked for security upgrades of approximately 33,000.00 (Federal/Provincial grant) and kitchen equipment upgrades again grant funded for upgrades to various kitchen items including the installation of a number of commercial appliances.

Current Year A current year surplus is likely to appear again in the budget as continued equipment upgrades were made with the installation of a commercial dishwasher, two dual operating fridge/freezers and new kitchen cooktops/warmers and utensils all commercial grade. On going security grants will continue to be secured both in 2025 and likely into 2026 given the overall security challenges within the Jewish Community and the vulnerabilities identified at Chabad Richmond. Chabad Richmond has worked very closely with the RCMP and with other community partners in determining the gaps to close in security; hence the focus.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus in the budget is the result of thirty plus years in trying to secure a land assembly building site. Funds in the statement are earmarked and specifically identified to the purchase of a building. However while the Richmond real estate market has adjusted slightly it remains virtually impossible at this time for Chabad Richmond to purchase a permanent home. The Board however has committed time and resources to a strategic plan to address this over the next 3 years with a multi-faceted approach to fundraising, coaching and estate planning and planned giving and is working very closely with the leadership at Chabad to close this gap.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00

Item	Amount ($)
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: 4700 meals x $14.00 per meal x 52 weeks = $64800.00 4700 meals x $1.80 per meal packaging x 52 weeks = $8460.00 48 households x meal deliver bags x $5 x 3 per year (loss of bags not returned) = $720 Total expenses food only $73,980.00	$73,980.00
Total:	**$73,980.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Al Roadburg Foundation	$25,000.00
Betty Averbach Foundation	$6,000.00
Miscellaneous Donations - Chabad Richmond	$2,500.00

Amount Your Society will Provide:	$70,000.00
Total Proposed Budget:	$128,500.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Chimo Community Services
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$55,000.00
Proposal Title:	2025 Health, Social and Safety Grant
Number To Be Served:	Unspecified
Richmond Residents:	10,000

Grant Request Summary

Funding from the City of Richmond will support the delivery and expansion of services in three of Chimo's program areas: Crisis Line, Outreach & Advocacy, and Youth Engagement. Each of these Programs receives additional funding from different sources. City of Richmond funding will allow each of these Programs to expand service provision and increase the incorporation of volunteers in its service delivery. In the last fiscal year, Chimo engaged over 80 volunteers, most of whom are Richmond residents. We believe that the services we provide are better, stronger, and able to reach more people because of the commitment, expertise, and passion of our volunteers. In addition to expanding our reach and providing services to far more individuals than we could by using staff alone, this approach increases our volunteers sense of community, sense of purpose, and provides our volunteers with valuable knowledge and skills. Our Crisis Line Program provides immediate emotional support to those who are in crisis. This includes help with problem identification, clarification, and resolution. Additionally, our Crisis Line encourages strong linkages to community resources and, when necessary, initiates emergency interventions for those who are assessed at high risk of harm. our Crisis Line is available to anyone in need of emotional support and guidance. Our Outreach and Advocacy (O&A) Program provides a wide range of supports, including practical assistance with poverty, administrative, family, immigration, and civil matters. O&A supports clients to navigate complex government systems, complete applications for health and welfare related benefits, and advocates for clients. O&A serves a wide variety of clients from various age groups, cultures, language groups, and socioeconomic statuses. Our Youth Engagement Program offers educational workshops for Richmond secondary students (aged 12-18). Topics include suicide awareness, stress management, communication skills, and teen relationship abuse prevention. Our Youth Engagement Program endeavours to increase the skills and coping mechanisms of students to address ever-increasing stressors in their lives. As a result of these activities, individuals and families are supported, in some cases lives are saved, people can resolve their issues and move forward with greater clarity, capacity, energy, robustness, and readiness to address future life challenges.

Changes that will impact grant use

Since our Year 1 application was submitted, our Seniors Program has been absorbed by our Outreach and Advocacy Program. Chimo has been unable to secure additional funding to complement City of Richmond's grant funding. Hence, City of Richmond's grant funding has been and will continue to support our Crisis Line Program, our Outreach and Advocacy Program and our Youth Engagement Program; our Outreach and Advocacy Program will continue to pay attention to the needs of seniors through timely supports.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	4,502,625.00	3,965,924.00
Total Expenses	4,475,149.00	3,965,924.00
Annual Surplus or (Deficit)	27,479.00	0.00
Accumulated Surplus or (Deficit)	107,292.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The surplus for the last fiscal year was from donations and investment interests.

Current Year n/a

Explanation for Accumulated Surplus or (Deficit)

Accumulated surplus is from unspent funds in the Housing Programs in previous years.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$51,250.00	Health, Social & Safety
2024	$51,250.00	Health, Social & Safety
2023	$50,000.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Community Mental Wellness Association of Canada
Grant Type:	Multiple Year Funding Cycle - (Year 2 of 3) Over $5,000 Grant Program
Grant Request:	$37,700.00
Proposal Title:	Richmond Community Mental Wellness
Number To Be Served:	Unspecified
Richmond Residents:	6000

Grant Request Summary

The Community Mental Wellness Association of Canada (CMWAC) is asking for a grant to support its important mental health programs, focusing on youth, seniors, refugees, and newcomers in Richmond. The funds will cover administrative costs, community services, and events for three main programs: Heart to Heart, the Senior Wellness Program, and the Youth Ambassador Program. Proposed Activities: Heart to Heart Program: This bi-monthly virtual program provides mental health education and counseling in English, Cantonese, and Mandarin. It supports individuals and families facing mental health challenges, helping them recover and reducing stigma. The program also teaches early detection and prevention of mental illness, with the goal of improving mental health awareness. Senior Wellness Program: This project helps seniors, especially those isolated by the COVID-19 pandemic, by teaching digital skills and raising awareness about elder abuse and financial fraud. Seniors lead this program, which includes weekly computer classes and social activities to help them stay connected with their community. Volunteers receive honorariums for their contributions. Youth Ambassador Program: This program trains youth to build emotional and social skills to handle life challenges. The youth leaders will advocate for mental health in the community, helping their peers with stress and anxiety. The participants will earn certificates and become community leaders in promoting mental health awareness. Counselling and Support Services: CMWAC provides personalized counseling tailored to individuals who potentially have anxiety or depression. These services are delivered by culturally competent mental health professionals and are designed to address specific challenges faced by racialized communities. We have in-house clinical counselors and external collaborators who we refer potential patients to (with their consent) and these patient received a reduced cost to treatment or diagnosis. Target Groups: The main focus is on seniors, youth, refugees, and newcomers. Our Program helps seniors fight isolation and mental health challenges. The Youth Program gives young people leadership training, while newcomers and existing residents receive much-needed mental health support. Community Benefits: These programs will improve mental health, reduce stigma, and get people more involved in their community. By encouraging volunteerism and building resilience, CMWAC will help create a stronger, more connected Richmond. The mix of virtual and in-person activities will ensure the programs are accessible to all residents.

Changes that will impact grant use

N/A for Richmond City Grant

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	173,177.00	132,324.00
Total Expenses	158,821.00	138,544.00
Annual Surplus or (Deficit)	14,356.00	(6,220.00)
Accumulated Surplus or (Deficit)	56,000.00	49,780.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The founder and volunteer board participated actively and was able to save some expenses. However, the founder is now deceased and we anticipate expenses to increase.

Current Year Our current year begin in April, therefore our annual grant projects are still in progress where payments are due at a later time in the year.

Explanation for Accumulated Surplus or (Deficit)

Surplus accumulated since inception of the association including donations and equipment and assets. However, expenses has increased significantly and surplus will be quickly eroded.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$13,059.00	Health, Social & Safety
2024	$12,790.00	Health, Social & Safety
2023	$12,478.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Connections Community Services Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$23,350.00
Proposal Title:	Connections Youth Resource Centre
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	900
Richmond Residents:	850

Grant Request Summary

Connections Community Services Society (CCSS) respectfully requests funding support for a half-time Activity Worker to strengthen the delivery and coordination of our community-based programs. This position is essential to sustaining and expanding our services for vulnerable children, youth, seniors, and families in Richmond. The grant will enable us to provide a broad range of recreational, intergenerational, educational, and mentorship activities that promote inclusion, wellness, and community connection. Through these programs, participants will gain valuable learning experiences, develop life and leadership skills, and build stronger social networks. The impact of this grant will be far-reaching. It will: • Increase access to positive out-of-school activities for children and youth. • Reduce social isolation among seniors through intergenerational engagement. • Improve health, wellness, and social-emotional development across age groups. • Support career exploration, academic success, and life skill development for youth. In addition, the Activity Worker will lead youth empowerment and volunteer initiatives—recruiting and mentoring volunteer tutors, coordinating community improvement projects, facilitating homework clubs, and supporting community events that foster belonging and civic participation. Through this funding, CCSS will continue to create safe, inclusive spaces where residents of all ages can connect, learn, and thrive together. The grant will directly contribute to building a healthier, more resilient, and more connected Richmond community for years to come.

Richmond Services Received by Your Organization

None!

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	1,482,203.00	1,476,550.00
Total Expenses	1,469,407.00	1,457,620.00
Annual Surplus or (Deficit)	12,796.00	18,930.00
Accumulated Surplus or (Deficit)	165,988.00	184,918.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year During the 2024–2025 fiscal year, management made consistent efforts to monitor operating expenses, with particular attention to rent. We also worked to maintain support from key funders, which contributed to steady cash flow throughout the year. As a result of these measures, our financial status improved, moving from a deficit of 77,000 to a surplus of 17,000.

Current Year Looking ahead to the current fiscal year, our goal remains to sustain the positive cash flow and surplus achieved in the previous period. We are excited about the addition of a new childcare facility in Oct 2025 and the potential launch of a Before and After School program in early 2026, both of which are expected to increase the Society's revenues. At the same time, we recognize the considerable financial commitments required for these new facilities, such as investments in assets, rental and operating expenses, and additional labor costs. Management is committed to working diligently to ensure the financial health and sustainability of the Society in the coming years.

Explanation for Accumulated Surplus or (Deficit)

We are projecting an accumulated surplus for the 2025-26 fiscal year, largely due to a combination of surplus funds carried forward from previous fiscal periods and the successful implementation of cost-saving measures. Our ongoing efforts to secure additional funding have further strengthened our financial position, putting us on a more stable footing for the coming year.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$14,334.00	Health, Social & Safety
2024	$3,015.44	Child Care Capital Grant
2024	$14,039.20	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$19,300.00

Item	Amount ($)
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$500.00
Office Rent or Mortgage	$2,400.00
Utilities and Telephone	$650.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$500.00
Local Travel	$0.00
Other:	$0.00
Total:	**$23,350.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Children's Aid Foundation	$166,000.00
Ministry of Children and Family Development	$192,223.00
Community Gaming Grant	$69,000.00

Amount Your Society will Provide: $0.00

Total Proposed Budget: $23,350.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Family Services of Greater Vancouver
Grant Type:	Multiple Year Funding Cycle - (Year 2 of 3) Over $5,000 Grant Program
Grant Request:	$52,000.00
Proposal Title:	Richmond Counselling Program
Number To Be Served:	Unspecified
Richmond Residents:	18

Grant Request Summary

This grant will be used to continue the Counselling program that Family Services of Greater Vancouver (FSGV) has provided in Richmond for over 40 years. The Richmond Counselling program provides low-income individuals with free counselling, removing a financial barrier that prevents many people from accessing mental health care. All clients go through an intake assessment to determine their mental health needs and are actively involved in setting their individual goals with the counsellor. Because this program is limited to 12 sessions per client, the program is best suited to individuals who do not have severe trauma that requires longer term support. The current counsellor brings strong alignment with program needs. She is multilingual (English, Mandarin, and Cantonese) and trained in expressive arts therapy, which has been particularly effective for clients dealing with trauma. Clients in this program are seniors dealing with grief and life transitions, couples struggling with relationship conflicts, and we are seeing an increase in young men aging out of youth services who are seeking counselling support, demonstrating a positive shift in societal attitudes about mental health among males. By eliminating financial barriers, the Richmond Counselling program promotes equity and ensures that people on low incomes can access professional mental health care. This helps close service gaps and promotes health equity. Counselling helps strengthen individual and family resilience, helps develop coping strategies, improve communication, and manage challenges like grief, trauma, and relationship conflict. When community members are better able to regulate their emotions and resolve conflicts, there is a ripple effect: stronger family relationships, reduced crisis intervention needs, and more stable homes. When people can access timely, preventative mental health care, they are less likely to reach a crisis point that requires emergency, hospital, or police intervention. Free counselling contributes to a healthier, more resilient community overall, reducing demands on healthcare, social service, and justice systems while improving social connectedness and community wellbeing.

Changes that will impact grant use

Since last year's application, there has been a reduction in program hours from 21 hours per week to 16 hours per week, resulting in a corresponding decrease in client capacity. Staffing has been a challenge since the long-term counsellor retired in 2022, largely due to the limited part-time hours

attached to the role, and we have had three different counsellors in the role, with the most recent joining in July 2025. This counsellor also works in FSGV's TASA and SAIP programs, bringing her total hours across three programs to 37.5 hours per week, allowing her to have a full-time contract with benefits and supports longer-term retention for the Richmond Counselling program. With 16 program hours per week, current capacity is approximately 8–9 active clients at a time, compared to 10 under the previous staffing model. The goal remains for clients to complete up to 12 sessions within six months, supporting an annual capacity of 16–18 clients and 192–216 sessions, depending on client attendance and scheduling needs.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	30,342,181.00	31,176,788.00
Total Expenses	29,614,640.00	31,405,581.00
Annual Surplus or (Deficit)	844,598.00	16,003.00
Accumulated Surplus or (Deficit)	6,391,189.00	6,407,192.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Our fiscal year 2025 audited financial statements show a large surplus, primarily due to a number of exceptional, non-recurring events. During the year, we spent less than expected as several staff positions remained unfilled. In addition, our investments performed better than usual, and we recognized a significant amount of deferred revenue. These were one-time events that are not expected to be repeated in the future.

Current Year FSGV has budgeted a consolidated Surplus of 16,003 for the 2025-2026 fiscal year.

Explanation for Accumulated Surplus or (Deficit)

The vast majority of FSGV's accumulated surplus is in tangible capital assets.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$51,166.00	Health, Social & Safety
2025	$580.00	Child Care Capital Grant
2024	$51,166.00	Health, Social & Safety
2023	$49,918.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Food Link Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$10,000.00
Proposal Title:	From Pollution To Solution
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	271
Richmond Residents:	271

Grant Request Summary

Food Link Society, British Columbia's largest food recovery charity, respectfully requests support from the City of Richmond to strengthen our food distribution program. Since 2016, we have been rescuing surplus food from more than 30 grocery stores and redistributing it the same day to individuals and families in need. Our program now serves over 107,000 people annually, prevents more than 4 million lbs of CO_2 emissions, and rescues food valued at $9.34 million each year with the help of 450+ volunteers. With this grant, we will expand our capacity in Richmond to ensure that more low-income families, seniors, and children have reliable access to fresh and nutritious food. Specifically, we will continue operations at Cedarwood Place, Adelaide Court, Maple Vine, and Alderwood Place, and invest in the resources needed to keep pace with community demand. The proposed activities include: Collecting and distributing surplus food seven days a week Delivering directly to housing sites, schools, and community hubs in Richmond Preventing edible food from entering landfills and reducing greenhouse gas emissions Supporting vulnerable populations, including families with children, seniors on fixed incomes, and newcomers The community benefits are twofold: reducing hunger and improving food security for Richmond residents while also contributing to environmental sustainability through waste prevention.

Richmond Services Received by Your Organization

NA

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	10,039,010.00	11,000,000.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	9,961,282.00	11,000,000.00
Annual Surplus or (Deficit)	77,728.00	0.00
Accumulated Surplus or (Deficit)	304,007.00	304,007.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The surplus was intentionally allocated to invest in the development of our community kitchen. This facility strengthens our ability to repurpose surplus food into nutritious meals, expand program delivery, and enhance long-term sustainability for our food recovery initiatives.
Current Year Completion of the community kitchen, providing increased capacity to repurpose surplus food and support program delivery.

Explanation for Accumulated Surplus or (Deficit)

Our accumulated surplus is reflected in long-term assets, including the community kitchen and three refrigerated trucks, which strengthen our capacity to rescue, store, and distribute surplus food efficiently.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$10,000.00	Health, Social & Safety
2024	$10,000.00	Health, Social & Safety
2023	$10,000.00	Health, Social & Safety

Proposed City Grant Use

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

Item	Amount ($)
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other: Gas cost	$10,000.00
Total:	**$10,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Community Gaming Grant	$175,000.00

Amount Your Society will Provide: $50,000.00

Total Proposed Budget: $235,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Fraserview Mennonite Brethren Church
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Fraserview Church Wednesday Community Night
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	100
Richmond Residents:	90

Grant Request Summary

The goal of our Wednesday Community Night at Fraserview Church is to provide a space for families and individuals to share a meal and to gather in age specific groups for activities. The vast majority of our participants come from multiple communities within Richmond, from diverse backgrounds and with a variety of needs. Each week we provide a free, full course meal that is prepared, served and cleared up by our volunteer team. We are often able to package up leftovers and excess food from the Food Bank for people to take home with them. Many people seem to use this opportunity to enhance their own food resources at their home. Some of the ingredients for meals are generously donated by the Food Bank. Our collaboration with the Food Bank has been a gift to us as food price increases would most certainly limit our capacity to serve these free and nutritious meals each week. Though we do receive this amazing support, we still incur significant expenses for food purchases and for cooking supplies and staples to manage a kitchen for this number of weekly meals. Following the meal, we provide a 1.5 hour free program with activities for preschoolers, Kindergarten - grade 5 kids, and grade 6 - 12 youth. We believe this form of intentional programming offers parents a chance to connect with other adults while their children are being cared for by responsible volunteers. Fraserview incurs the cost for supplies and resources for these activities. The total cost for running our Wednesday Community Night is in the neighbourhood of $90 000/year including salaries, space rental, kitchen maintenance and equipment, and volunteer appreciation. Our hope is that this grant can offset food costs to ensure everyone can access a free, nutritious meal each week. Our Wednesday Community Night program follows the school calendar running approximately 38 weeks of the year. We believe the community benefits include a provision of nutritious meals for healthy development, an opportunity for community building, social support rest and mental health benefit for adults and children alike.

Richmond Services Received by Your Organization

We receive some property tax relief

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	838,892.00	586,409.50
Total Expenses	971,155.06	571,270.07
Annual Surplus or (Deficit)	(132,263.06)	15,139.43
Accumulated Surplus or (Deficit)	42,467.95	58,091.03

Explanation for Annual Surplus or (Deficit)

Last Complete Year Deficit from 2024 was expenditures i.e. building servicing & improvements> Program exceeded giving by the congregation. Fraserview took out a mortgage to cover the renovation expense to be paid off over 15 years

Current Year Surplus noted as our September Church Camp and Wednesday Community Night start up costs are not yet accounted for as of August 31st, 2025

Explanation for Accumulated Surplus or (Deficit)

See August Financial Statements Current Financial against Budget Year To date. (Attached)

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$5,000.00
Equipment	$0.00

Item	Amount ($)
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other	$0.00
Total:	**$5,000.00**

Amount Your Society will Provide:	$85,000.00
Total Proposed Budget:	$5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Give A Turkey Society of Canada
Grant Type:	$5,000 or Less Grant
Grant Request:	$4,000.00
Proposal Title:	Give A Turkey Society of Canada Single Year Funding Grant Proposal
Grant Purpose:	Operating Assistance
Start Date (if applicable):	December 01, 2025
End Date (if applicable):	December 25, 2025
Number To Be Served:	50
Richmond Residents:	38

Grant Request Summary

1. Program Purpose: The purpose of Give A Turkey Society of Canada (the "Society") is to bring the magic, joy, and hope of Christmas directly into the homes of children in families experiencing hardship. By providing complete Christmas dinners and festive essentials, we support parents in creating meaningful at-home celebrations. Our goal is to alleviate stress, foster lasting holiday memories, and ensure that every child, regardless of circumstance, experiences the warmth, wonder, and love of the season. 2. Program & Service: - Description: The Society is a community-based initiative that provides families experiencing financial hardship with access to a complete holiday meal. The program is supported by contributions from individual donors, local businesses, and community partners, and is delivered in collaboration with Save-On-Foods and elementary schools in Richmond and Burnaby. Eligible families receive a voucher, enabling them to collect a prepared turkey dinner at their convenience from a participating Save-On-Foods grocery store. Each meal package is estimated to be approximately $100, serves up to six people, and includes a whole turkey with traditional side dishes. - Target Beneficiaries: Recipients are identified through elementary school principals and administrators, who are best positioned to assess family circumstances. Families selected are those who have sought financial assistance through the schools' support funds, ensuring that assistance reaches households where it will have the greatest impact. The program currently partners with Archibald Blair Elementary, Tommekichi Homma Elementary, and McKay Elementary in Richmond, as well as Cascade Heights Elementary in Burnaby. By focusing exclusively on elementary schools, the initiative seeks to maximize its positive influence on young children, fostering inclusion, stability, and shared celebration during formative years. 3. 2025 Goals: For the 2025 holiday season, the program aims to support 50 families, with 12 or 13 families identified from each of the four partner schools. 4. Past Results: Although Give A Turkey was formally established as an organization in 2025, the initiative began earlier on a small,

personal basis. These early efforts demonstrated the need in the community and laid the foundation for future growth. - 2023: we partnered with Archibald Blair Elementary to provide 5 turkey dinner sets to families identified by school administrators. - 2024: we continued partnerships with Archibald Blair Elementary, expanded to include Tommekichi Homma Elementary, and delivered a total of 13 turkey dinner sets to families in need. These results highlight both the growing demand for support and the program's ability to scale year over year. With its formal establishment in 2025, the Society is now positioned to broaden its partnerships and achieve its 2025 goal of serving 40 families across four elementary schools.

Richmond Services Received by Your Organization

N/A.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	0.00	1,478.00
Total Expenses	0.00	369.00
Annual Surplus or (Deficit)	0.00	1,109.00
Accumulated Surplus or (Deficit)	0.00	1,109.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The society was newly incorporated in early 2025. No prior year result is available.

Current Year The society was incorporated in early 2025. The current year results reflect a three-month period from July to September 2025. Fundraising efforts are primarily concentrated in the fall, leading up to the winter holidays. Most operating expenses, including program costs (turkey meal sets) and marketing expense, are incurred in the last quarter of the year. As a result, the year-to-date statements as of September 30, 2025 mainly reflect donations collected in September and minimal initial setup expenses. No material annual surplus is expected at year-end.

Explanation for Accumulated Surplus or (Deficit)

The society was newly incorporated in early 2025. Thus, Current Year's Annual Surplus represents the Accumulated Surplus. As noted under the "Current Year" section, current year results reflect a three-month period from July to September 2025. Fundraising efforts are primarily concentrated in the fall, leading up to the winter holidays. Most operating expenses, including program costs (turkey meal sets) and marketing expense, are incurred in the last quarter of the year. As a result, the year-to-date statements as of September 30, 2025 mainly reflect donations collected in September and minimal initial setup expenses. No material annual surplus is expected at year-end.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$3,500.00
Local Travel	$0.00
Online Donation Processing Fee ($250), Fundraising Marketing Expense ($250)	$500.00
Total:	**$4,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Donations from Community/Individuals	$4,000.00

Amount Your Society will Provide: $0.00

Total Proposed Budget: $4,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Heart of Richmond AIDS Society
Grant Type:	Multiple Year Funding Cycle - (Year 2 of 3) Over $5,000 Grant Program
Grant Request:	$25,000.00
Proposal Title:	Education, Health & Wellness
Number To Be Served:	Unspecified
Richmond Residents:	600

Grant Request Summary

The CIty of Richmond Grant will help to continue to create a safe place and house our support groups, along with our Food Program and to help administer our HIV 101 presentation. Our in-housing support programs, include: Womens Support Group, Health/Nutrition Group, Cooking Classes. Each program relies on having a safe, non-judgemental place in which members of the community feel comfortable. The direct benefits of these programs are as follows: Integrating HIV members with others in a safe support system in which emotional wellbeing can be obtained, Increasing stability and wellness in ones life. Indirect benefits of Education & Prevention help with the avoidance of infection of HIV, which in turns saves on the medical system for treatments reducing healthcare costs. More education with in the school systems will mean less negitive stigma with in the community and hopefully will help with our younger generation in the future.

Changes that will impact grant use

Ongoing

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	146,897.00	163,000.00
Total Expenses	192,220.00	163,000.00
Annual Surplus or (Deficit)	(45,323.00)	0.00
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Did not receive a government grant that we were hoping to get and donations were down.

Current Year Working with a lower budget due to past grants not being received, and relying more on Volunteers when possible.

Explanation for Accumulated Surplus or (Deficit)

n/a

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$14,183.00	Health, Social & Safety
2024	$13,891.00	Health, Social & Safety
2023	$13,552.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	International Refugees Support Foundation
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$90,000.00
Proposal Title:	Safe Start: Refugee Newcomer Integration & Support
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	200
Richmond Residents:	180

Grant Request Summary

This project provides practical, hands-on education designed to empower newcomers and refugees in Richmond to live safely, independently, and confidently in their communities. The initiative will deliver a series of multilingual community workshops (may be multipart sessions for some topics) for refugee and newcomer families, helping build awareness and practical skills in safety, wellness, and nutrition that respect cultural and dietary needs.Workshops are open to all newcomers and refugees who may benefit, regardless of immigration status, with particular focus on Arabic, Pashto, and Dari/Farsi-speaking participants, reflecting the linguistic groups of many recently arrived refugees, while English-language sessions will also be available. Traffic, Pedestrian, and Child & Family Safety: Participants will learn to navigate streets safely, including walking, biking, and transiting, with a focus on child supervision, school zones, playgrounds, and strategies to prevent accidents or abductions. Online & Scam Safety: Participants will learn to identify and protect themselves from online fraud, phishing, job scams, and other digital risks. Nutrition & Healthy Living: Participants will learn to read Canadian food labels, handle food safely, shop on a budget, and prepare healthy, balanced meals. The module also highlights access to halal food options and supports participants in making informed, independent choices that fit their cultural and dietary needs. Emergency Preparedness: Participants will develop knowledge of local emergency systems, resources, and response strategies. Language Support & Accessibility: All workshops will be accessible in Arabic, Dari/Farsi, and Pashto, with translated materials provided to ensure inclusion. English-language sessions will also be offered to maximize accessibility for all participants. This initiative will enhance newcomer awareness of physical, digital, and community safety, helping participants navigate Richmond's streets, parks, and online environments confidently and responsibly. By promoting personal safety, online scam prevention, and healthy living, the program supports public safety, wellness, and stronger community health outcomes.

It also fosters social cohesion by connecting participants with peers, local resources, and organizations, which helps reduce isolation and strengthen community bonds. Families and caregivers gain essential knowledge to protect children safely, while participants share what they learn within their households and networks, multiplying the program's overall impact. By equipping newcomers to respond effectively to emergencies, the project further builds resilience, inclusion, and a sense of belonging for all Richmond residents.

Richmond Services Received by Your Organization

Our organization has previously used City of Richmond community facilities, including South Arm Community Centre, for workshops and meetings. We have benefited from discounted non-profit rates (approximately 50% off standard rental fees) and, on one occasion, were provided the space free of charge which was courtesy of Mayor Malcolm Brodie. Regular rental rates for these spaces are $31 per hour plus tax, and typical bookings have ranged from 3–4 hours per session. This support has enabled us to deliver programs to Richmond residents in accessible community spaces.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	80,761.00	70,000.00
Total Expenses	87,522.00	60,900.00
Annual Surplus or (Deficit)	(6,761.00)	9,100.00
Accumulated Surplus or (Deficit)	(6,422.00)	2,678.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Explanation for Annual Surplus or (Deficit) – Last Complete Year (June 1, 2023 – May 31, 2024): The deficit of (6,761.00) for the 2023–2024 fiscal year reflects the timing of grant disbursements and project-related expenditures. Our organization operates on a fiscal year from June 1 to May 31, which differs from the calendar year. During this period, we issued payments for a project funded by the Red Cross that concluded in June 2024; however, not all grant funds were disbursed until September 2024. This timing difference between project expenditures and grant receipts temporarily resulted in a deficit. The organization remains financially stable, and this deficit does not affect our capacity to carry out ongoing operations or the proposed project.

Current Year Explanation for Annual Surplus – Current Year (May 1, 2025 – May 31, 2026): We anticipate a surplus of 9,100 for the current year based on projected revenues, including pledged donations, and planned expenditures. This surplus reflects careful budgeting and ensures financial stability to maintain and expand programs.

Explanation for Accumulated Surplus or (Deficit)

Explanation for Accumulated Surplus – Current Year: The projected accumulated surplus of 2,678 accounts for prior year deficits and current year operations. This modest reserve allows the

organization to sustain program delivery, respond to unexpected expenses, and continue supporting our community initiatives. Additional Note: The financial statements for May 1, 2024 – May 31, 2025 are currently being prepared by our accountant. The above figures for the current year are based on projections and anticipated revenues and expenses.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$50,500.00
Consultant Services	$5,000.00
Volunteer Support (e.g. expenses, recognition)	$3,500.00
Office Rent or Mortgage	$6,000.00
Utilities and Telephone	$1,000.00
Supplies	$5,000.00
Equipment	$4,000.00
Photocopying	$1,000.00
Program Materials	$7,500.00
Local Travel	$2,000.00
Other: Attendee Support (ex. bus passes, gas cards, small gift cards)	$4,500.00
Total:	**$90,000.00**

Financial Assistance From Other Sources (if applicable)

Amount Your Society will Provide:	$0.00
Total Proposed Budget:	$90,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Minoru Seniors Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	55+ Wellness Connections
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	140
Richmond Residents:	140

Grant Request Summary

Wellness Connections is an outreach program supporting at-risk, frail and isolated seniors aged 55+ to reconnect with their community and enhance independence through physical, social and recreational programs. The program reduces social isolation and improves health by removing barriers such as transportation, language and cost. Wellness Connections serves those who do not require supervised health services such as Adult Day Programs or Long-term Care, but face challenges accessing community programs independently. In this program, Participants receive shuttle transportation to and from the Seniors Centre at Minoru Centre for Active Living, where they engage in educational and recreational activities adaptive fitness classes and enjoy a nutritious lunch in a social setting. To encourage participation, reminder calls are made before sessions, and multiple volunteers along with a dedicated staff support program delivery. The program offers four eight-week series annually in both Chinese and English, held on Tuesdays and Thursdays. New participants undergo intake interviews with staff and self-refer or be referred by family, caregivers, or community organizations such as Vancouver Coastal Health, Richmond Cares, Richmond Gives, Richmond Division of Family Practice, the Alzheimer Society SUCCESS and more. Grant funding significantly subsidizes the program, keeping participant fees affordable at $26.25 ($210 for eight sessions) despite rising costs for instructors, food and transportation. Wellness Connections aligns with Richmond's Council Strategic Plan 2022-2026 (Focus Area #4; A Vibrant, Resilient and Active Community), the Seniors Strategy 2022–2032 (Direction #2; Diverse, Accessible and Inclusive Programs), the Social Development Strategy 2013-2022 (Direction #3; Address the Needs of an Aging Population), and the Community Wellness Strategy 2018-2023 (Focus Area #1; Foster Healthy, Active and Involved Lifestyles) by promoting wellness, reducing barriers, and fostering social inclusion for older adults.

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

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	1,222,016.05	1,340,196.78
Total Expenses	1,214,377.22	1,339,979.28
Annual Surplus or (Deficit)	7,638.83	217.50
Accumulated Surplus or (Deficit)	239,612.00	239,829.50

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Society had a healthier year than expected. With the excess funds, new initiatives to offer no-cost programs and meals to low-income and vulnerable seniors, not currently participating at the centre, have already started at the beginning of last fiscal year (September 2024). We also had a one-time grant from the Federal Government for 98.000. We have not received any more grants close to this size since.

Current Year The expected surplus for this year is expected to be 40 percent lower due to the society's new initiatives to better serve the seniors community and provide no cost meals, activities and transportation to vulnerable seniors. We have not received the current financial statements from the auditor.

Explanation for Accumulated Surplus or (Deficit)

Please note that the Accumulated surplus is from financial statements for the last fiscal year that ended August 31, 2024 as this years statements have not been prepared yet. The Society's objective is to have sufficient liquidity to meet its liabilities when due. Liquidity risk exposure if dependent on the receipt of funds from membership fees, services provided, cafeteria and bistro sales, funds from certain government agencies and other miscellaneous receipts. The society monitors its cash balance and cash flows generated from operations to meet its requirement and consistently analyses its actual results compared to budgets.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,500.00	Health, Social & Safety
2024	$5,000.00	Health, Social & Safety
2023	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$1,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$100.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$400.00
Equipment	$200.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$2,000.00
Healthy, nutritious meals	$1,300.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Community Gaming Grant	$7,500.00

Amount Your Society will Provide: $5,000.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Muslim Food Bank Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$50,000.00
Proposal Title:	Operating Support for Community Food Security and Case Management Services in Richmond
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	2000
Richmond Residents:	2000

Grant Request Summary

The Muslim Food Bank and Community Services Society (MFBCS) is requesting $50,000 in operating assistance to sustain and enhance our community case management, food security, and mental health supports for vulnerable Richmond residents. Through our ASPIRE program, trained volunteer caseworkers and social workers provide individualized support to newcomers, refugees, low-income families, and seniors: helping them access housing, employment, health, and settlement resources. In addition, our food distribution program delivers culturally appropriate halal food hampers and emergency assistance to families in need. This funding will cover program coordination, case management, counselling, and volunteer training costs directly linked to Richmond clients. It will allow MFBCS to serve approximately 2000 Richmond residents in 2026, addressing food insecurity, social isolation, and barriers to integration. The project benefits the Richmond community by reducing hunger, improving self-reliance, and promoting inclusion through partnerships with Richmond Multicultural Community Services, local faith institutions, and community agencies. The City's support will help sustain a compassionate, coordinated network of care for residents facing poverty and displacement.

Richmond Services Received by Your Organization

None

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	4,751,187.00	4,250,000.00
Total Expenses	4,030,627.00	4,250,000.00
Annual Surplus or (Deficit)	720,560.00	0.00
Accumulated Surplus or (Deficit)	2,776,254.00	2,776,254.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The surplus of 720,560 in 2024 reflects a year of strong community support, increased donations, and new grants that allowed MFBCS to expand its food and case management programs.

Current Year For 2025, MFBCS is operating with a balanced budget, projecting revenues and expenses of approximately 4.25 million. The organization plans to maintain steady service levels while managing inflationary pressures and expanding core programs. Any modest year-end surplus will be directed to program sustainability and infrastructure maintenance.

Explanation for Accumulated Surplus or (Deficit)

The accumulated surplus of 2,776,254 represents MFBCS's total net assets, including unrestricted, restricted, and capital funds. This balance has been built over several years of stable growth and reflects investments in property, equipment, and operational reserves. These assets ensure financial stability, enable responsiveness to community needs, and demonstrate strong stewardship and sustainability.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$40,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$3,000.00
Office Rent or Mortgage	$4,000.00
Utilities and Telephone	$0.00

Item	Amount ($)
Supplies	$1,000.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$1,500.00
Local Travel	$0.00
Other: Evaluation, contingency	$500.00
Total:	**$50,000.00**

Financial Assistance From Other Sources (if applicable)

Amount Your Society will Provide:	$0.00
Total Proposed Budget:	$50,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Parish of St. Alban's (Richmond)
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$138,000.00
Proposal Title:	St. Alban's Outreach and Advocacy
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	42460
Richmond Residents:	28940

Grant Request Summary

Our organization is dedicated to addressing food insecurity and social isolation among Richmond's most vulnerable populations. We operate five long-standing food security programs and a sixth more recent program in response to the growing needs of the precariously housed in our community. With a strong foundation of community partnerships and dedicated volunteers, our programs are designed to meet people where they are—whether housed individuals experiencing food insecurity, living in shelters, vehicles, or without any housing at all. We provide consistent access to nutritious meals, fresh food hampers, and essential outreach support, serving a diverse population that includes seniors, new immigrants, refugees, families with children, and individuals facing poverty or marginalization. This programs strongly supports the City of Richmond's community and social development goals by, promoting inclusion and social equity, using volunteerism to sustain the model, fostering a connected community, and providing measurable impact through high-volume service delivery and strong partnerships. Through this grant, we seek to strengthen and expand our capacity to serve those most in need. Our Programs: 1. Tuesday Community Meal, 100 meals prepared (since 1997) A hot, hearty, takeout-style meal served every Tuesday evening. This inclusive program welcomes all, including seniors, immigrants, refugees, families, the unsheltered, and socially isolated individuals. 2. Tuesday Takeaway Meals, 100 meals prepared (launched in 2024) Created to meet the growing demand among individuals "living in the rough" who cannot attend the Tuesday meal. Provides a substantial, ready-to-eat meal for distribution in outdoor or mobile outreach settings. 3. Wednesday Reaching Home Hamper Program (since Spring 2020) In partnership with the Richmond School Board (funding discontinued June 2025), this program delivers up to 52 nutritious food hampers weekly to families with children attending SD38 schools, identified as needing support. Hampers include milk, eggs, bread, protein, and fresh produce. Dietary needs such as Halal, Vegan, Vegetarian, and allergies are accommodated. Up

to 245 individuals benefit each week. This program ran until June 2025 when it was put on hold due to cancellation of funding by the Richmond School Board and is pending new funding sources. 4. Friday Hot Lunch Program, 40 meals prepared (since 2018) Provides 40 nutritious eat-in lunches every Friday to individuals experiencing homelessness, including those living in their cars or in temporary shelters, as well as housed individuals experiencing food insecurity. 5. Sunday Outreach Program (since 2018) Originally a sandwich initiative, this program now delivers mini hampers with ready-to-eat food (with support from the Richmond Food Bank) to individuals with no or limited cooking facilities. Supports up to 100 people weekly, including their pets. 6. Friday Sandwich Program/Sunday Delivery, 300 sandwiches (since 2021) Each Friday, approximately 300 sandwiches are prepared in the St. Alban's kitchen using bread generously donated by COBS Bread and sandwich ingredients contributed by various local and regional vendors. The sandwiches are carefully wrapped and stored for distribution. On Sunday, 40 sandwiches are delivered to unhoused individuals in Richmond, while the remaining sandwiches are taken to support those in need in Vancouver's Downtown East side.

Richmond Services Received by Your Organization

Property tax exemption for Parish of St Alban's Anglican Church

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	166,592.73	98,850.00
Total Expenses	124,988.63	110,456.69
Annual Surplus or (Deficit)	41,604.10	(13,606.69)
Accumulated Surplus or (Deficit)	68,992.65	55,385.97

Explanation for Annual Surplus or (Deficit)

Last Complete Year For the fiscal year ended December 31, 2024, a surplus of 41,604.10 was realized. This positive outcome was primarily attributed to the timing of funding received from the Richmond School District (SD38) through a partnership in the "Reaching Home Hamper Program". This specific program concluded the year with a net surplus of 32,068, which was carried forward to support program delivery in 2025. Additionally, private donations and fundraising efforts exceeded the budgeted amounts by 9,807.75, further contributing to the overall surplus.

Current Year The forecast for the current fiscal year ending December 31, 2025, projects an annual deficit of (13,606.69). This shortfall is primarily due to the conclusion of the partnership with the Richmond School District (SD38), the Reaching Home Hamper Program, partway through the year. Despite the end of this funding, the program continued to operate until the end of June 2025 using a fund balance carried forward from the 2024 fiscal year. In addition, program participation has continued to grow, particularly in the Tuesday Takeaway Meals Program and the Sunday Outreach Program, resulting in increased operating costs. Private donations are also forecast to decline by approximately

8,000 compared to the previous year. Furthermore, the organization incurred unexpected repairs and maintenance expenses necessary to keep the kitchen operational.

Explanation for Accumulated Surplus or (Deficit)

The forecast is to end the December 31, 2025, fiscal period with an accumulated surplus of 55,385.97 (2024, 68,992,65). Contributing to the surplus are an increase in private donations received in 2024 of approximately 8,000 over what was anticipated. As well, small surpluses have accumulated over the years acting as a buffer against unanticipated costs and contingencies including the anticipated need to repair the commercial gas stove and dish sanitizer.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$65,000.00	Health, Social & Safety
2024	$37,790.00	Health, Social & Safety
2023	$36,868.33	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$11,000.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$18,000.00
Supplies	$4,500.00
Equipment	$7,000.00
Photocopying	$0.00
Program Materials	$95,000.00
Local Travel	$2,500.00
Other:	$0.00
Total:	**$138,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Private Donors	$18,000.00
Fundraising Activities	$2,500.00

Amount Your Society will Provide: $2,500.00

Total Proposed Budget: $158,500.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Pathways Clubhouse
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$36,657.00
Proposal Title:	Pathways Clubhouse
Number To Be Served:	Unspecified
Richmond Residents:	415

Grant Request Summary

The grant will be used to subsidize our Meal Program, mortgage, and operating costs. With the majority of our members living on disability benefits, having an affordable and nutritional meal is essential for their physical and mental wellness. Members are able to take meals home with them as well. With the increase in food costs, it is a serious hardship for members to afford nutritional meals and for Pathways Clubhouse to continue to provide the meals at the same cost.

Changes that will impact grant use

The only change is how much food costs have increased and it is our desire to not charge members an additional amount for their meals.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	3,273,880.00	2,957,581.00
Total Expenses	2,927,974.00	2,957,581.00
Annual Surplus or (Deficit)	345,906.00	0.00
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year We received a large unexpected estate donation that has been designated. Also, in regards to the reserves, they are not allocated for program growth and therefore external support is essential.

Current Year -

Explanation for Accumulated Surplus or (Deficit)

-

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$36,657.00	Health, Social & Safety
2024	$35,903.00	Health, Social & Safety
2023	$35,027.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Peace Mennonite Church
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$15,000.00
Proposal Title:	Community Meal Expansion Project
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	3870
Richmond Residents:	3483

Grant Request Summary

Peace Mennonite Church is dedicated to extending love and support to our surrounding community. We believe all people should be treated with dignity, respect, and love. We have quite a few refugees, single moms, folks with disabilities, and people looking for employment who come to both our Food Bank and Community Meals. We feel called to care for them, and all who are poor and marginalized or struggling due to rising costs of living. Meat and produce and food supplies in general are getting more and more expensive. Our desire is to further improve food security in our neighbourhood through an increase in nutritious, healthy meals, and bring dignity and community to people struggling in Richmond to survive, through enhancing the social fabric and providing meaningful connection and engagement. Therefore, we wish to witness even more growth of our Community Meal program, aspiring to have higher averages of number of attendees at our now 22 Community Meal dates per year in 2026, and increase the number of meals served per date by roughly 10% over 2025 averages. To accomplish this, we wish to be able to continue to afford to pay the excellent part-time cook we hired in 2025, given the fact the meal program is now far too much work for volunteers to manage (we relied for many years exclusively on volunteers, but the program was much smaller during those years than it is now). Our volunteer base has actually grown to 24 volunteers, but the food purchasing, lining up of ingredients, planning, oversight, and training of volunteer cooks requires a part-time paid staff role. We wish to provide even more meals to people in need, building on connections we have with people who come to the food bank on Tuesdays in our building. We also would like to be able to invest in a sound system, for improved communication and special music at the meals. Our current system is woefully inadequate. We would also like to purchase a washer and dryer to maintain table cloths for the Community Meals. We are excited about the continued growth of our Community Meal program that is now celebrating the cuisine of various nationalities, and we continue to draw in volunteers from the

surrounding community to help make these meals. We would like to increase our budget per serving as well, given steadily rising food costs and inflation. We desire to maintain and even further improve the increase in food quality, protein, and variety that we have achieved in 2025. We also wish to increase the dignity and ambience of the meals by washing and maintaining tablecloths, and offering occasional special music, something which we were not able to afford in 2025. All of this could be made possible through increased grant funding. Without grant funding, our Community Meal program, given its new size and scope, would be very vulnerable and likely unsustainable. We are excited at how much community-building the growth of our Community Meal program has advanced, with friendships blooming, and people who arrived strangers now counting many as their friends, and providing mutual care and support to each other. A number of folks who attend, newcomer refugees, hardly speak any English, so several folks in our community with teaching experience are now meeting them regularly to help them with their English skills, and friendships are naturally emerging through these gatherings. Several others have lined up good jobs through contacts at our Community Meals, including newly-arrived refugees. These developments have been very exciting for our entire community.

Richmond Services Received by Your Organization

For the first time in our history, we received a grant from the City of Richmond in 2025, a 2025 HSS grant, in the amount of $7500. We are grateful for this grant, which has made it possible to expand our Community Meal program significantly in 2025. We also have a growing relationship with the City of Richmond through our Food Bank, as we donate the use of our gym and washrooms, and operate the Food Bank with volunteer labour from members of our church and community, to partner with Richmond Food Bank, who brings the food in a truck, every Tuesday afternoon. We have been doing this for 23 years.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	633,934.00	597,000.00
Total Expenses	576,969.00	601,850.00
Annual Surplus or (Deficit)	56,965.00	(4,850.00)
Accumulated Surplus or (Deficit)	56,965.00	(4,850.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year In 2024, similar to 2023, we were very dependent on renting out our gymnasium and even our sanctuary and many other rooms in our church building to other organizations, to remain financially viable. We rent our gym to many community sports organizations, and we rent space in our church to a community daycare, and to another church. Our total revenue from rentals of our facilities in 2024 was 202,544 (128,624 in gym rentals, plus 73,920 in other rentals of our building facilities). Without these rentals, we would be running very large deficits or have to make drastic changes. We would like to be able to dedicate some of our gym usage to providing meals and food to the poor and

increasing food security in our neighbourhood, which are far more in keeping with our mission, than renting to community sports organizations. We recognize we will likely need to continue to rent facilities, but if we can continue to dedicate the use of our building regularly to the growth and improvement of our Community Meals, and meeting the needs of the most vulnerable in our neighbourhood, we would be glad to do so. In addition, the surplus includes 25,000 in restricted funds from a grant we received late in 2024 from the Province of British Columbia (BC Prosperity Fund) which is earmarked as per the intent of the grant to be spread over three years towards expansion of our Community Meal program, including addition of a children's program at the meals. As per the intent of that grant, we are spreading that over three years, and are drawing one third (8333.33) per year for our Community Meal program. We are also having to reserve and save up other funds for a very large renovation of our facilities that we expect to need to do in the coming years, as well as to put up a new, large, digital sign in front of the church to promote our church, both of which will be very, very expensive. Therefore, the budget assigned to the Community Meal program is limited.
Current Year We have set a conservative budget with a small deficit expected in 2025.

Explanation for Accumulated Surplus or (Deficit)
The surplus from 2024 was also due in part to a large, unexpected donation received at the end of 2024. Those funds are intended to help our church pay for the large digital sign and future renovations of our facilities. As explained above, we increased the number of community organization rentals of our facilities for their programs in 2024, following significant gym upgrades in 2023. Our gym is heavily used by community-based organizations. We are planning ongoing significant capital investments in renovating our facilities in the coming years, and are preparing for that financially.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$7,500.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$3,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$400.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$5,000.00

Item	Amount ($)
Equipment	$3,300.00
Photocopying	$300.00
Program Materials	$3,000.00
Local Travel	$0.00
Other:	$0.00
Total:	**$15,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Community Prosperity Fund (Provincial Government)	$8,333.33

Amount Your Society will Provide: $10,000.00

Total Proposed Budget: $33,333.00

Richmond
City of Richmond, British Columbia, Canada

Society:	PLEA Community Services Society of British Columbia
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Taking Care of Ourselves, Taking Care of Others (TCO²)
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	25,000
Richmond Residents:	3,000-4,000

Grant Request Summary

The primary goal of our Taking Care of Ourselves, Taking Care of Others (TCO²) 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. TCO² 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. Last school year, we reached 5,200 young people in Richmond through 69 free prevention 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. When a young person discloses, we ensure they receive the support and services they need to move forward with their life. Last school year, we received one very serious disclosure from a Richmond student. We provided them support and got the youth and their family outside services for further support.

Richmond Services Received by Your Organization

We do not receive any City of Richmond services.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	46,205,541.00	46,167,548.00
Total Expenses	44,811,321.00	45,310,584.00
Annual Surplus or (Deficit)	1,394,220.00	856,964.00
Accumulated Surplus or (Deficit)	22,031,156.00	18,623,768.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Last year PLEA Community Services Society of BC operated at a 3% surplus due to efficiencies realized through our administration budget. A surplus was planned to cushion against: (a) the small but inevitable fluctuations we experience in contract utilization and (b) any shortfall in reaching our fundraising projections.

Current Year This surplus, which we aim to realize through efficiencies in our administration budget, is planned to cushion against: (a) the small but inevitable fluctuations we experience in contract utilization and (b) any shortfall in reaching our fundraising projections.

Explanation for Accumulated Surplus or (Deficit)

Our accumulated surplus is used for strategic priorities, restricted obligations, and risk mitigation. This includes capital investment in housing, asset-based program efficiencies, facility maintenance obligations, children and youth camps, operating and emergency reserves and legacy program stability. More detail is provided in our answers to the supplemental questions.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$5,000.00	Health, Social & Safety
2023	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$311,825.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$16,230.00
Utilities and Telephone	$13,014.00

Item	Amount ($)
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$8,086.00
Local Travel	$25,345.00
PLEA in-Kind (Admin) The City of Richmond grant would be used to support the expense of workshop facilitators salaries and benefits (noted above).	$37,450.00
Total:	**$411,950.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Gaming Grant	$55,000.00
Civil Forfeiture	$41,500.00
Provincial Government Contracts	$94,777.00

If You Have More Than 3 Funding Sources, Please Provide Addtional Information Below
Foundations: $36,950 ($25,500 confirmed, $11,450 pending), Corporations: $83,173 ($78,000 confirmed, $5,173 pending), Community Groups: $44,800 (confirmed), Municipal Grants: $11,800 ($6,800 confirmed, $5,000 pending), and Honorariums: $6,500 ($4,202 confirmed, $2,298 pending).

Amount Your Society will Provide: $37,450.00

Total Proposed Budget: $411,950.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Refuge Church
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$100,000.00
Proposal Title:	After Hours Homeless Outreach
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	300
Richmond Residents:	300

Grant Request Summary

After Hours Homeless Outreach is a unique, Richmond-based program operating under the Richmond Food Aid Coalition. Proposed Program Activities: - hot meal distribution five nights a week to the unhoused (approximately 100 clients per night) - assessment of supplies needed (sleeping bags, boots, coats) - The use of food as a tool for further outreach, and assessment of outreach steps needed: medical, recovery, housing, or advocacy - coordination with cold weather shelters - connection with other non-profit agencies and daytime caseworkers Target Groups: the unhoused in Richmond Community Benefits: - an important piece of the safety and desirability of Richmond is caring for the most vulnerable, especially in this late night shift - seeing unhoused people transition off the streets - Providing a valuable service to Richmond while saving the city money as the rate of pay through grants is lower than city employees.

Richmond Services Received by Your Organization

n/a

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	475,000.00	500,000.00
Total Expenses	472,000.00	297,889.00
Annual Surplus or (Deficit)	(12,000.00)	0.00
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year We had a strong giving year above budget last year.

Current Year This year's giving is on track

Explanation for Accumulated Surplus or (Deficit)

n/a

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$110,000.00	Health, Social & Safety
2024	$35,000.00	Health, Social & Safety
2023	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$80,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$5,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$5,000.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$10,000.00
Other:	$0.00
Total:	**$100,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Refuge Church (formerly Church on Five)	$25,000.00
Food Aid Delivery Coalition Partners	$10,000.00

Amount Your Society will Provide: $25,000.00

Total Proposed Budget: $135,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Responsible Drug Learning Association
Grant Type:	$5,000 or Less Grant
Grant Request:	$2,000.00
Proposal Title:	Funding for Community Dialogue Event and Drug Awareness Campaign
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	1500-2500
Richmond Residents:	2000

Grant Request Summary

RDLA is requesting funding support to expand its community-based drug prevention and awareness initiatives in Richmond. Proposed activities include hosting community dialogue events that bring together policymakers, city council members, and local residents, as well as public awareness campaigns at high-traffic community spaces such as shopping malls and recreation centers. The primary target groups are youth, parents, and community members who are directly impacted by drug-related challenges but may have limited access to accurate information and prevention resources. RDLA also seeks to build stronger connections between local communities and decision-makers to ensure that the City's four-pillar drug strategy is better understood and supported at the grassroots level. Community benefits include raising awareness of drug prevention, promoting open dialogue, and strengthening collaboration between residents and policymakers. By bridging this gap, RDLA aims to empower the community with knowledge, foster resilience, and support the City of Richmond's commitment to building a safe and healthy community.

Richmond Services Received by Your Organization

At this time, RDLA does not receive direct financial support or in-kind services from the City of Richmond such as subsidized rent, property tax relief, or staffing resources. For our July 2024 community dialogue event, we rented meeting space at market rate and did not receive facility subsidies. Similarly, for our 2025 awareness campaign at a local shopping mall, all supplies and venue arrangements were funded by RDLA and its founders. Total Estimated Value of City Services Received: $0

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	1,113.00	1,696.00
Total Expenses	943.00	1,272.00
Annual Surplus or (Deficit)	170.00	424.00
Accumulated Surplus or (Deficit)	170.00	594.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year In 2024, RDLA closed its first year with a modest surplus of 424, with only 338 raised through public fundraising and 775 contributed by the founders and directors—support that prevented a deficit. Like many new organizations, early projections proved too optimistic, as fundraising brought in less than expected and event costs, particularly space rentals, were higher than planned.

Current Year In 2025, RDLA remained dependent on a 1,200 contribution from its founders to avoid a deficit, as a major drug awareness campaign at a local shopping mall and three other community events drew more than 2,000 visitors and required supplies such as banners and flyers at a much higher rate than anticipated.

Explanation for Accumulated Surplus or (Deficit)

RDLA achieved an accumulated surplus of 594 over its first two years, the result of both community support and the continued contributions of its founders and directors. While the organization initially overestimated fundraising potential and underestimated event costs, it still managed to host a meaningful community dialogue with a city council member and local representatives, as well as a major drug awareness campaign and other events that together reached more than 2,000 people. These efforts reflect RDLA's commitment to bridging the gap between local communities and policymakers on the four-pillar drug strategy, while laying the groundwork for future growth.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$300.00
Volunteer Support (e.g. expenses, recognition)	$200.00

Item	Amount ($)
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$200.00
Equipment	$0.00
Photocopying	$300.00
Program Materials	$2,500.00
Local Travel	$0.00
Other	$0.00
Total:	**$3,500.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
BC Provincial Government	$1,000.00

Amount Your Society will Provide: $500.00

Total Proposed Budget: $3,500.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond 55+sers Wellness and Fitness Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$16,500.00
Proposal Title:	Wellness, Connection, and Community for Seniors
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	160
Richmond Residents:	130

Grant Request Summary

The Richmond 55+sers Wellness and Fitness Society is requesting a City of Richmond Health, Social & Safety Grant to deliver a single-year project designed to meet the growing needs of Richmond's seniors. Our project directly addresses the challenges faced by older adults in the community. With the rapid increase of Richmond's aging population, many seniors experience social isolation, mobility issues, and limited access to culturally relevant wellness programs. Our proposed project fills this gap by offering accessible programming that supports, educates, and empowers older adults to live active and socially connected lives. With the Health, Social & Safety Grant, we propose to expand and strengthen our current seniors' wellness activities. This project will offer a combination of educational workshops, fitness sessions, community events and social activities that provide seniors with opportunities to stay active and engaged. Specifically, the proposed activities include group fitness classes such as FitPlus, Yoga, and Zumba, which help build strength, improve mobility, and support overall physical health. We will also deliver educational workshops on mindfulness, fall prevention, digital literacy, brain health and memory strategies, as well as expanding awareness of elder abuse, including financial abuse. These sessions will provide seniors with practical tools for daily living while helping them recognize and respond to risks. In addition, we will implement community and cultural events, which are currently underprovided in Richmond. These gatherings will enable seniors to build relationships, share experiences, and foster a sense of belonging. The program will directly benefit seniors in Richmond while indirectly reaching their families and caregivers by fostering community connections. Seniors who participate will gain improved health, confidence, and social support, contributing to greater independence and reduced reliance on social services. The broader community benefits from healthier, more engaged older adults who contribute their time and volunteer service, strengthening the social fabric of Richmond.

Richmond Services Received by Your Organization

The Richmond 55+sers Wellness and Fitness Society currently receives limited in-kind support from the City of Richmond. Specifically, we are granted use of the Brighouse Elementary School Gym during the school year when it is available, which allows us to run weekly fitness activities such as FitPlus and Yoga. To ensure continuity of these sessions during the summer, we utilize the South Arm Community Park. In addition, we have access to the Richmond City Hall plaza for half a day each June to celebrate Philippines Independence Day and Filipino Heritage month through the annual Philippine Flag-Raising Event. We are grateful for these supports, which help us sustain programs and cultural celebrations for seniors and the broader Richmond community. While these services are valuable, additional funding through the Health, Social & Safety Grant is essential to expand our programs, ensuring we can continue to meet the social needs of Richmond seniors.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	0.00	10,540.75
Total Expenses	0.00	8,396.09
Annual Surplus or (Deficit)	0.00	2,144.66
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year Since our Society was newly incorporated in November 2024, there is no annual surplus or deficit to report for the last completed fiscal year.

Current Year The current year's net surplus of 2,144.66 is maintained as a revolving fund to ensure timely payment of the FitPlus and Yoga instructor salaries and to address program expenses as they arise.

Explanation for Accumulated Surplus or (Deficit)

Our Society currently maintains a balanced financial position, with no accumulated surplus or deficit.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$12,740.00

Item	Amount ($)
Consultant Services	$400.00
Volunteer Support (e.g. expenses, recognition)	$140.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$200.00
Supplies	$200.00
Equipment	$200.00
Photocopying	$100.00
Program Materials	$120.00
Local Travel	$0.00
Other: Other expenses include small business insurance ($1800), Website Maintenance ($400), and Miscellaneous fees ($200) like snacks for workshops, social activities and field trips.	$2,400.00
Total:	**$16,500.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
New Horizons for Seniors Program	$21,260.00

Amount Your Society will Provide: $10,540.75

Total Proposed Budget: $48,300.75

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Baptist Church
Grant Type:	$5,000 or Less Grant
Grant Request:	$4,400.00
Proposal Title:	Leadership and Community Program for kids grades 4-7 in Blundell elementary area
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	20
Richmond Residents:	20

Grant Request Summary

Richmond Baptist Church requests funding to support Club 47, a weekly Friday evening program for preteens (Grades 4–7) that focuses on leadership, discipleship, and fellowship. The program runs from 7:00–8:30 p.m. and is structured to develop key life and faith skills in a safe, supportive environment. Proposed Activities: Community and friendship & Pizza Dinner (30 min): Participants from diverse neighborhoods and backgrounds share a meal, fostering community and friendship. Leadership & Discipleship (30 min): Rotating roles for participants: Grade 7 students deliver short messages on personal growth, relationships, decision-making, encouragement, or transformation, followed by guided discussion; Grade 6 students serve as MCs; Grade 5 students lead games; Grade 4 students observe and learn. Target Group(s): Preteens in Grades 4–7 from various neighborhoods across Richmond, representing a mix of cultural, religious, and socio-economic backgrounds. Community Benefits: Builds leadership skills, confidence, and public speaking abilities in young participants. Encourages inclusivity and cross-cultural understanding within the Richmond community. Provides a safe, structured, and supervised environment where children can form meaningful friendships and grow spiritually. Engages trained adult volunteers who ensure safety, mentorship, and guidance, contributing to a resilient and connected community.

Richmond Services Received by Your Organization

Tax break.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	730,911.00	481,874.58
Total Expenses	718,317.00	523,428.77
Annual Surplus or (Deficit)	12,595.00	41,554.19
Accumulated Surplus or (Deficit)	12,595.00	41,554.19

Explanation for Annual Surplus or (Deficit)

Last Complete Year Donations were received for building repairs to be used in early 2025.

Current Year Repair of facilities and purchase of new carpet. Repair of facilities and purchase of new carpet. Looking forward to receiving more donations from our members.

Explanation for Accumulated Surplus or (Deficit)

Repair of facilities and purchase of new carpet. Looking forward to receiving more donations from our members.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$300.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$300.00
Supplies	$1,000.00
Equipment	$0.00
Photocopying	$300.00
Program Materials	$500.00

Item	Amount ($)
Local Travel	$0.00
food	$2,000.00
Total:	**$4,400.00**

Amount Your Society will Provide: $9,000.00

Total Proposed Budget: $4,400.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Cares Richmond Gives
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$50,000.00
Proposal Title:	Richmond Cares, Richmond Gives - Core Operating Funding
Number To Be Served:	Unspecified
Richmond Residents:	49980

Grant Request Summary

We're requesting funding to support our core operating costs, with the goal of maintaining a strong and resilient organizational infrastructure, which forms the foundation of our work as a direct service provider and a hub for volunteering and giving. The grant will primarily be directed to our Information & Volunteer Centre, whose impact extends to our other programs and services, and the Richmond community more broadly. Through the Centre, we help thousands of Richmond residents find and access community services, whether by providing direct referrals, or by developing free tools and resources like our online Community Services Directory and the Richmond Seniors Directory. By serving as a comprehensive and trusted source of community information, we ensure that Richmond residents can benefit from the vast network of programs and supports available to them. Our Information & Volunteer Centre also serves as a hub for community engagement, helping to connect individuals of all ages and backgrounds with rewarding volunteer opportunities. Currently, we count over 50 local non-profit organizations as members. Throughout the year, each of them uses our online Volunteer Now database to recruit volunteers for their various programs and services, as well as community events. In this way, for many Richmond residents, our agency is the starting point for their volunteer journey, and the subsequent impact they have on their community can be traced back to a posting on our database. Importantly, we also recruit volunteers for our own programs and services. As of this writing, we have 251 active volunteers. Many of them are involved with our Seniors Community Support Services, serving as drivers, friendly visitors, grocery shoppers, senior peer counsellors, and more. Others support the Richmond Christmas Fund, where they assist low-income families as registration assistants, toy sorters, greeters, and translators. And still others volunteer with our Child Care Resource & Referral Centre, offering support at family playgroups and helping to maintain the Richmond Early Years Library. A grant providing core funding, with a focus on our Information & Volunteer Centre, will ensure we have the necessary resources to deliver our full breadth of programs and services, which benefit seniors, low-income families, parents, children, and early learning professionals, to name just a few of the groups we serve. At the same time, the grant will support our work as a capacity builder, as we help local non-profit organizations grow their volunteer programs in response to emerging community needs.

Changes that will impact grant use

While we don't anticipate any changes that will impact grant use, we've attached a document highlighting key developments, trends, and accomplishments from the second year of our funding cycle.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	2,389,311.00	2,709,377.00
Total Expenses	2,390,108.00	2,704,700.00
Annual Surplus or (Deficit)	(797.00)	4,677.00
Accumulated Surplus or (Deficit)	70,361.00	75,038.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year We had a small deficit of 797 for fiscal 2024-2025. This deficit is a result of under-funded essential administrative costs.

Current Year Our funding has increased by about 5% of our total budget in the current year. We have budgeted a small surplus of 4,677, keeping our administrative costs tightened and without any contingency.

Explanation for Accumulated Surplus or (Deficit)

At March 31, 2025, we had a small accumulated surplus of 70,361. Our unrestricted net assets were 40,088. We strive to remain fiscally responsible and it is important to maintain some surplus, especially in the challenging non-profit landscape.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$47,461.00	Health, Social & Safety
2025	$7,500.00	Child Care Professional & Program Development Grant
2024	$46,485.00	Health, Social & Safety
2023	$45,351.00	Health, Social & Safety
2023	$8,393.12	Child Care Professional & Program Development Grant

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Family Place Society
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$50,000.00
Proposal Title:	Strong and Healthy Families
Number To Be Served:	Unspecified
Richmond Residents:	10000

Grant Request Summary

RFP provides a wide array of preventative family support services & programs to Richmond families with children birth to 12 years. We also provide inter-generational opportunities to bring families together with isolated seniors. All programs are delivered by qualified Early Childhood Educators, Social Services qualified staff, those with lived experience & new immigrant workers, at different sites across Richmond. The heart of RFP is to promote community connectedness, enhance parenting skills, provide children opportunities to learn skills they need to be successful in school & support the whole family, including community resource referrals. Through these activities participants feel less isolated, develop important social networks & establish a sense of belonging in community & acquire greater levels of self confidence & self esteem. The inter-generational opportunities 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 the tremendous benefits inter-generational interaction can have on whole communities. Programs bring isolated, vulnerable families (many of whom have no family in Canada) to connect (including seniors), build connections supporting their integration to the community. Enabling participants' to play a more active role in the community; be more willing to be involved, participate in problem solving, participate in community building initiatives, care for and look after one another and have greater levels of commitment to improving the community they live in. We believe strong and healthy families build strong, healthy & resilient communities.

Changes that will impact grant use

We do not anticipate any changes to our programming or use of funds. Our programs continue to grow and develop and we remain responsive and adaptable. As opportunities arise; such as an invitation to partner with Sea Island Community Centre this year and offer a program at this location, we will explore partnerships. We added a Kindergarten Readiness program and a second evening program in April 2025. Our focus remains on serving families in Richmond with children 0-6 (and siblings up to 12) and reaching isolated seniors. Having lost our Early Years Refugee Program after 16 years through Federal (IRCC) funding at the end of March 2025, we are working to connect with refugees and newcomers and provide opportunities for these families to connect with our services and find support through our

regular programs. We continue to see some of these families at our weekly drop in programs and in our parent education and peer support programs.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	1,454,921.00	1,147,045.60
Total Expenses	1,272,958.00	1,115,601.40
Annual Surplus or (Deficit)	181,963.00	31,444.20
Accumulated Surplus or (Deficit)	939,556.00	971,000.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year In prior years, certain grant revenues were deferred to align with their intended fiscal year of use. For 2024-25, our auditor required recognition of funds received mid-year but intended for 2025-26 program delivery, as revenue. Consequently, the reported surplus is larger than usual and reflects timing of recognition, not additional unrestricted funds. These revenues are already allocated to, and being used for, current program delivery. We also received higher than anticipated earned revenue and donations in the last fiscal year. The actual unrestricted surplus, over and above recognized grant funds, is approximately 60,000.000.

Current Year Following good fiscal responsibility & risk management practices, a reasonable surplus is required for unforeseen expenditures, cash flow & reserves. This has been our ongoing practice. However, given the large surplus that reflects revenue for this current fiscal year (see notes above) we may end up with a much smaller than anticipated surplus, at the end of the current year, dependent upon our own earned revenue and donations.

Explanation for Accumulated Surplus or (Deficit)

Our practice it to follow good fiscal responsibility & risk management practices, and have a reasonable surplus for unforeseen expenditures, cash flow & reserves. Our accumulated unrestricted surplus reflects a contingency fund of 5 months of operating expenses, plus the surplus from the fiscal year that includes the recognized revenue (see note in 'Last Year Complete' box) that is for use with specified grants in the 2025-26 fiscal year. We began using the grant funding that was recognized as revenue in the last fiscal, in April 2025 as per the grant agreements.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$42,303.00	Health, Social & Safety
2024	$41,433.00	Health, Social & Safety
2023	$40,422.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Mental Health Consumer and Friends Society
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$9,938.00
Proposal Title:	Peer Support Social Group (PSSG) Program
Number To Be Served:	Unspecified
Richmond Residents:	165

Grant Request Summary

The Peer Support Social Group (PSSG) is designed to empower and reintegrate mental health consumers into the community through volunteer work, life-skills development, educational opportunities, and social activities. The PSSG is open to Richmond residents aged 19 and older who are accessing mental health services and seeking additional support in their recovery journey. Services are available in English, Mandarin, and Cantonese. The PSSG emphasizes health and wellness by encouraging participants to engage in social and volunteer activities, as well as to take leadership roles in planning community outings and events. Acts of social responsibility—such as growing food for the Richmond Food Bank and supporting other local volunteer initiatives—further demonstrate the program's commitment to community building. Programming is flexible and participant-centered. Each month, a calendar of activities is provided, and participants are free to choose which activities they wish to attend and when. Activities are offered in-person at our office, in community settings, and virtually through telephone conferencing or Zoom, ensuring accessibility for participants with different needs and preferences. By building on the proven concept of peer support, the PSSG fosters the development of a strong, connected peer community while also helping to educate and engage the wider Richmond community about the strengths and challenges of some of its most vulnerable members. The program's rapid growth in recent years highlights the increasing demand for these supports. Despite its demonstrated success, limited resources and staffing hours have constrained the program's ability to reach its full potential. With sustained investment, the PSSG can continue to expand its role as a vital tool for supporting mental health recovery, reducing isolation, and promoting wellness and inclusion for a diverse population facing significant barriers.

Changes that will impact grant use

We have reviewed our Year 1 application, and there are no significant changes that will impact the use of grant funds. The program activities, goals, and budget allocations remain consistent with what was originally proposed.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	391,447.30	448,874.87
Total Expenses	371,527.66	448,874.87
Annual Surplus or (Deficit)	19,919.64	0.00
Accumulated Surplus or (Deficit)	5,617.97	5,617.97

Explanation for Annual Surplus or (Deficit)

Last Complete Year Due to several staffing changes, the society experienced a temporary surplus while recruitment for the vacant positions was underway. After consultation with the program funder, it was agreed that the surplus would be allocated to enhance direct peer support services. As a result, the entire surplus has been incorporated into our 2025–2026 budget to strengthen service delivery.

Current Year For this fiscal year, no surpluses are anticipated.

Explanation for Accumulated Surplus or (Deficit)

The balance forward surplus in our Operating Account is used to cover any unexpected deficits or liabilities from the previous fiscal year during the current fiscal year. As outlined in the Treasurer's Report, we also maintain non-operating accounts that hold Vancouver Coastal Health funds and fundraising proceeds. Both of these accounts are reserved for their designated purposes.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$7,073.00	Health, Social & Safety
2024	$6,928.00	Health, Social & Safety
2023	$6,759.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Multicultural Community Services
Grant Type:	Multiple Year Funding Cycle - (Year 3 of 3) Over $5,000 Grant Program
Grant Request:	$50,000.00
Proposal Title:	Multicultural Richmond
Number To Be Served:	Unspecified
Richmond Residents:	2000

Grant Request Summary

he 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

The grant will continue 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, provide services to newcomers, 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. RMCS has lost a significant amount of settlement services funding to support newcomers to Richmond.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	1,343,372.00	901,000.00
Total Expenses	1,355,346.00	940,000.00

Your Society's Budget	Last Complete Year	Current Year
Annual Surplus or (Deficit)	(11,974.00)	(39,000.00)
Accumulated Surplus or (Deficit)	(145,519.00)	(184,519.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year due to increased costs attached to leases, insurance and overhead, RMCS had a deficit of 11,974

Current Year do to significant funding reductions, RMCS had commitments such as leases and overheads that were not able to be reduced in a timely manner

Explanation for Accumulated Surplus or (Deficit)

This deficit is due to a lease for space that we were unable to get out of after losing funding.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$20,337.00	Health, Social & Safety
2024	$13,902.00	Health, Social & Safety
2023	$13,563.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Poverty Reduction Coalition
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$20,000.00
Proposal Title:	Richmond Poverty Reduction Coalition
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	656
Richmond Residents:	656

Grant Request Summary

Activity: Project - directly engaging Richmond residents with lived experience of poverty to learn self-advocacy & leadership skills through hands-on project specific learning (planning, outreach, public speaking, media relations, civic engagement, presenting workshops, collating and analyzing data, report writing). The 2026 project is to establish a local Community Response Network. Activity: Collaboration - Monthly steering committee meetings with RPRC membership (organization reps and Richmond residents) to investigate and fill gaps in local services to low income residents. Activity: Advocacy - Exchange information, investigate best practices, and make recommendations to decision makers on systemic change. Activity: Public education - Organize and conduct public forums to bring forward new learning and to engage the public in poverty reduction.

Richmond Services Received by Your Organization

RPRC project activities (2 workshops per month) take place in Richmond Caring Place. The RPRC pays a nominal rental fee about $1,000/ year. No other subsidies or City staff

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	26,658.15	30,229.17
Total Expenses	23,442.63	23,903.46
Annual Surplus or (Deficit)	0.00	6,325.71
Accumulated Surplus or (Deficit)	3,215.52	6,325.71

Explanation for Annual Surplus or (Deficit)

Last Complete Year Funding not received until late 2024 was used in 2025. The RPRC financial year runs from January 1- December 31st.

Current Year A 20,000 grant from the Community Prosperity Fund was not received until October 31, 2024 so it appears on our financial records as unspent.

Explanation for Accumulated Surplus or (Deficit)

Please see explanation above

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$7,396.00	Health, Social & Safety
2024	$7,244.00	Health, Social & Safety
2023	$7,067.33	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$20,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$0.00
Other:	$0.00
Total:	**$20,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Richmond Community Foundation	$10,000.00
BC Association of Comminuty Response Networks	$5,000.00
VCH - One-Time-Only grant	$2,500.00

Amount Your Society will Provide:	$13,200.00
Total Proposed Budget:	$50,700.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Presbyterian Church
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$15,000.00
Proposal Title:	Richmond Presbyterian Church Community Meal Program
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	275
Richmond Residents:	275

Grant Request Summary

RPC's Outreach Committee is requesting help from the City of Richmond's grant program so that we can continue to offer our Community/Outreach meal every Monday into the foreseeable future. This program is the largest Budgetary item in RPC's overall budget next to the Minister's stipend so with the pressure of increased food costs, increased demand, and a declining/aging congregational base, we need financial help to keep the program running. We have anecdotal evidence from our guests that they appreciate and need the meals we provide. Our Monday meal is also an important cog in the faith-based wheel that feeds the homeless and those in need in Richmond every day of the week.

Richmond Services Received by Your Organization

The RPC Community Meal Program does not receive any other City of Richmond services/funding other than the HSS Grant of $7,500.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	45,928.00	49,140.00
Total Expenses	45,928.00	38,755.00
Annual Surplus or (Deficit)	0.00	10,385.00
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Annual Surplus/Deficit is listed as 0.00 because the overall church budget covers the expenses of the Community Meal program for the portion beyond what the Committee can raise in grants and donations.

Current Year The budgeted expense amount for 2025 for the RPC Community Meal program is 49,140. The expenses shown above of 38,755 are for food purchases, consumables (such as food containers, gloves, cleaning products, etc), and the cook's salary and have been calculated up to October 6, 2025. The expense total does not reflect equipment purchases of approximately 9,000 made so far in 2024. The congregational contributions, along with a 7,500 grant from the CoR HSS program, an 8,000 gift from Gilmore United Church, a 10,000 grant from the Richmond Community Foundation, and miscellaneous donations from individuals and groups, will cover whatever expenses and equipment costs the program incurs in 2025.

Explanation for Accumulated Surplus or (Deficit)

RPC does not carry forward any surplus or deficits from year to year in its revenue and expense calculations.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$7,500.00	Health, Social & Safety
2024	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$3,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$1,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$6,000.00
Equipment	$5,000.00
Photocopying	$0.00
Program Materials	$0.00

Item	Amount ($)
Local Travel	$0.00
Other:	$0.00
Total:	**$15,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Richmond Community Foundation	$5,000.00
Gilmore Park United Church	$8,000.00

Amount Your Society will Provide: $22,000.00

Total Proposed Budget: $50,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Richmond Women's Resource Centre
Grant Type:	Multiple Year Funding Cycle - (Year 2 of 3) Over $5,000 Grant Program
Grant Request:	$45,000.00
Proposal Title:	RWRC - Women's Support Services Program
Number To Be Served:	Unspecified
Richmond Residents:	11,000

Grant Request Summary

Richmond Women's Resource Centre (RWRC) is a long-standing, vibrant organization serving the diverse needs of women living in Richmond. Our mission is to empower women through workshops, learning opportunities and programs and by building community connections. In a safe and supportive environment, we provide resources for women to connect, empower themselves and enhance their lives. Proposed activities: We propose to continue to provide popular programs and services such as our English Conversation classes and English writing classes; Single Mother's support Group; French-speaking women's group; Grandmother's support group; Work Ready Career Series; Low Income Tax Clinic; Richmond Shares Website Platform and Peer support services. Our proposed services would take place weekly, biweekly, monthly and at certain times of the year. There are classes, workshops, one-to-one and drop in sessions. We have also offered several popular new programs in the past year, that we would like to continue. These include programs for health promotion, like regular yoga classes (which have been very popular); walk groups and a mindfulness based stress reduction series. We also have begun to provide support to women facing food insecurity, through collaborations with local businesses and other non-profits (such as the Sharing Farm) allowing us to gift vegetable baskets and food vouchers to women in need. We would use funds from the City of Richmond grant for essential operational support so we can continue to provide these in demand services. Our services and programs are open to all women/women-identifying residents of Richmond. Richmond women are welcome regardless of age, physical ability, ethnicity, religion, income or sexual orientation. Our Centre and meeting spaces are wheelchair accessible. We are located in the Caring Place and frequently receive referrals from other non-profit organizations (and also frequently refer our participants other organizations). We work closely with organizations like SUCCESS and other non-profits that support the positive settlement and support of new immigrant women to our Richmond community. Community Benefits: We provide a safe, comfortable, inclusive and welcoming environment for women to learn, improve their skills, share experiences and find support so that they can function, contribute and feel connected, respected and engaged within our Richmond community. There is a strong need for these dedicated RWRC services, as women continue to face inequities in many areas in our community. For example, the gender pay gap remains and women continue to receive less pay for the same work done

by a man. This is significant, because a devalued contribution at work extends to a devalued perceived role in society. Economic instability can impact health, well-being, safety and overall quality of life. The gender wage gap is even more pronounced when a woman is older, aboriginal, disabled or a visible minority. Women are also more likely to face food insecurity, leading to greater risk for poor overall physical and mental health. More women than men go hungry and when women go hungry, families go hungry. Women facing food insecurity can mean children may go hungry, with children's school performance negatively affected and potentially serious health consequences beginning in youth. Women also experience more difficulty accessing health care, highlighting the importance for women to be able to access barrier free health promoting programs. Finally, in our challenging economic times, many women cannot afford to attend workshops and events, potentially leading to increased isolation, loss of engagement and potentially increased risk of depression. As noted, Richmond also has a very high newcomer population. We offer many services like English language classes and a dedicated career series that supports new immigrants to feel welcome and capable in our Richmond community. We also regularly offer the community a chance to come together and celebrate familiar traditions. For example we hosted a very popular Moon Festival celebration and a celebration of Asian Heritage month. Events like these help our community share meaningful traditions and learn more about each other which which fosters understanding and respectful connection. RWRC has been operating Richmond for almost 50 years and has well-established partners to support us in efficient delivery of services. Our community of Richmond women need services that build connection, support growth and community connection and address these inequities that women continue to face. RWRC's programs and services help Richmond women feel seen, valued, included and connected and in providing these services, RWRC fills a vital Richmond community need.

Changes that will impact grant use

There are no significant changes from our plans outlined in year one that are expected to impact grant use. Year 1 was a very successful year and almost all our workshops and series were filled to capacity and had a waitlist. We routinely receive very positive feedback and 5/5 (excellent) ratings in the surveys we get back from our participants. Our participant base expanded in the past year. With all these markers of success, we are excited and grateful to continue with year 2/3 of our plan and to have the opportunity to continue to support and connect with women in our Richmond community, as described in our year 1/3 grant.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	214,014.00	142,546.00
Total Expenses	191,662.00	132,351.00
Annual Surplus or (Deficit)	22,352.00	10,195.00
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year RWRC's society budget showed a small overall surplus in the last complete year. This was due to success in grant requests and very efficient use of funds.

Current Year RWRC's current year budget again shows a small surplus, again due to succesful grant requests and very efficient use of funds.

Explanation for Accumulated Surplus or (Deficit)

Our overall budgets in the last complete year and current year show a small surplus - due to efficient management and use of funds. The City of Richmond grant is very value-able to us at RWRC as it allows us to use some of the funds for operating expenses such as staff salary and rent. Receiving funding that may be used to pay for these essential costs is essential for RWRC's ongoing operation. In the last two years in particular, RWRC Board members have donated a significant amount of time to the organization, and having this support provided at no cost provides a significant cost savings for the organization.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$31,558.00	Health, Social & Safety
2024	$30,909.00	Health, Social & Safety
2023	$30,155.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Society for Youth Empowerment and Strength
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Empowering At-Risk Youth through Strength Training
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	24
Richmond Residents:	24

Grant Request Summary

In our request for the City of Richmond Health, Social and Safety Grant, we seek funding to support our youth empowerment program, which includes tailored strength training and fitness sessions for at-risk youth. Proposed Activities: Our program activities encompass comprehensive strength training and fitness sessions designed to instil essential life skills, self-confidence, and a sense of accomplishment among the participating youth. Target Groups: Our initiative specifically targets at-risk youth, aged 13-17 who often lack safe after-school options due to various challenges, such as parents' work commitments, teacher burnout, and limited availability of community programs. Community Benefits: By investing in our program, the City of Richmond will contribute to fostering inclusion, promoting social equity, enhancing wellness, and building individual capacity. This aligns with our mission of empowering youth and strengthening the broader community.

Richmond Services Received by Your Organization

Not applicable

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	18,105.00	24,000.00
Total Expenses	18,737.00	22,501.00
Annual Surplus or (Deficit)	(632.00)	1,499.00
Accumulated Surplus or (Deficit)	(632.00)	1,499.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year At the end of the fiscal year, our nonprofit experienced a small deficit due to a combination of slightly lower-than-expected revenue and some one-time program expenses. Additionally, the timing of certain grant disbursements contributed to the shortfall. We have since adjusted our budgeting and fundraising strategies to ensure stronger financial alignment moving forward.

Current Year Our organization will operate with a small surplus this fiscal year due to careful financial management and intentional planning. We have kept expenses slightly below budget by prioritizing mission specific activities while maintaining program effectiveness. This modest surplus will be reinvested directly back into the programs that we offer to strengthen our financial sustainability and ensure we can continue delivering to our community on the year ahead.

Explanation for Accumulated Surplus or (Deficit)

At the end of the last fiscal year, YES experienced a small deficit due to a combination of lower-than-expected revenue and some additional program expenses. As shown, we have since adjusted our budgeting and fundraising strategies to ensure stronger financial alignment moving forward.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,552.00	Health, Social & Safety
2024	$2,500.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$2,500.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$0.00
Office Rent or Mortgage	$2,000.00
Utilities and Telephone	$0.00
Supplies	$100.00
Equipment	$400.00
Photocopying	$0.00
Program Materials	$0.00

Item	Amount ($)
Local Travel	$0.00
Other	$0.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Richmond Community Foundation Grant	$5,000.00

Amount Your Society will Provide: $0.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Steveston Community Society
Grant Type:	$5,000 or Less Grant
Grant Request:	$5,000.00
Proposal Title:	Steveston Community Special Events Program 2026
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	7,000 - 10,000
Richmond Residents:	Approximately 90% will be Richmond Residents.

Grant Request Summary

The Steveston Community Society requests funding to support the 2026 Steveston Community Special Events Program, which includes free, family-oriented events such as Holiday Celebrations, Family Day Activities, and the Summer Fun in the Park Series at the Steveston Community Centre. These events celebrate local culture, foster volunteerism, and strengthen community connection among Richmond residents of all ages. Grant funding will help cover event expenses such as entertainment honourariums, supplies, equipment rentals, and volunteer coordination, including volunteer training, volunteer t-shirts, recognition, and refreshments. These efforts ensure programs remain free, inclusive, and accessible to all. The Society works closely with City staff to plan, deliver, and promote these events, engaging hundreds of volunteers and thousands of attendees each year.

Richmond Services Received by Your Organization

Use of Steveston Community Centre facilities, outdoor spaces, and event support from City staff.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	1,439,793.00	1,756,181.00
Total Expenses	1,375,430.00	1,539,340.00
Annual Surplus or (Deficit)	64,363.00	216,841.00
Accumulated Surplus or (Deficit)	1,368,714.00	1,561,267.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Society achieved a modest surplus of 64,363 due to steady program and preschool participation as operations recovered from the pandemic. Increased engagement in fitness and tennis programs helped offset rising operating costs.

Current Year The Society recorded a strong surplus of 216,841, driven by higher participation in programs and fitness services, as well as increased preschool and racquet centre revenue. The surplus supports future program and facility development, including preparation for the new community centre.

Explanation for Accumulated Surplus or (Deficit)

As of August 31, 2024, the Society's accumulated surplus grew to 1,561,267 (from 1,368,714 in 2023). This reflects sound financial management and reinvestment in community programs. Internally restricted funds of 540,375 are reserved for capital projects, while the remaining balance ensures ongoing operational stability.

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$2,264.53	Child Care Capital Grant
2024	$3,629.65	Child Care Capital Grant
2023	$5,673.58	Child Care Capital Grant

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$0.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$850.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$2,000.00
Equipment	$1,500.00
Photocopying	$150.00
Program Materials	$500.00
Local Travel	$0.00

Item	Amount ($)
Other	$0.00
Total:	**$5,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Richmond Community Grants	$10,000.00

Amount Your Society will Provide: $7,800.00

Total Proposed Budget: $5,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	Stigma-Free Mental Health Society
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$10,000.00
Proposal Title:	Stigma-Free School
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	600
Richmond Residents:	600

Grant Request Summary

According to SD38 enrolment reports, over 23,000 students attend schools in Richmond. One in five face mental health barriers such as stigma, isolation, and limited awareness of available supports. These challenges affect learning, relationships, and overall well-being. The Stigma-Free Mental Health Society is seeking support from the City of Richmond to deliver the Stigma-Free School Program, a proven initiative that builds mental health literacy and reduces stigma among students in grades 4–12. The program aligns with the City's draft Social Development Strategy (2025–2035), which emphasizes fostering inclusive, engaged, and caring communities. Proposed Activities: Student Mental Health Toolkit: A 24/7 online resource aligned with BC Curriculum offering interactive lessons, inclusion content, and mental wellness activities for students, educators, and parents. Virtual and In-Person Presentations: Engaging sessions led by 25 diverse speakers sharing real stories of mental health challenges and recovery, helping normalize conversations and encourage help-seeking. Professional Development for Educators: Training sessions that equip teachers with practical tools to build stigma-free classrooms and respond effectively to student needs. Target Groups: Richmond students in grades 4–12, their educators, and parents who play key roles in youth mental wellness. Community Benefits: Improved Mental Health Literacy: Students gain knowledge to recognize signs and seek support early. Inclusive School Environments: Reduces stigma and promotes belonging for all learners. Youth Leadership and Peer Support: Stigma-Free Clubs foster empathy, confidence, and connection. Educator Capacity: Teachers develop confidence addressing mental health topics. Community Resilience: Stronger school-based supports lead to healthier, more connected communities. Through this initiative, local youth gain the knowledge, skills, and support networks needed to thrive academically, socially, and emotionally.

Richmond Services Received by Your Organization

N/A

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	659,788.00	283,511.00
Total Expenses	615,348.00	176,541.00
Annual Surplus or (Deficit)	44,440.00	106,970.00
Accumulated Surplus or (Deficit)	0.00	0.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The Programs Manager position was vacant for a large portion of the year.
Current Year We don't know if we have a true surplus or deficit as the current year isn't over. Right now we are showing a surplus since we have expenses for programs that have not yet begun.

Explanation for Accumulated Surplus or (Deficit)

N/A

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
N/A	N/A	N/A

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$2,500.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$2,500.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$0.00
Supplies	$500.00
Equipment	$0.00
Photocopying	$0.00

Item	Amount ($)
Program Materials	$2,500.00
Local Travel	$0.00
Other: Website development, evaluation, insurance (partial)	$2,000.00
Total:	**$10,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Telus Futures Foundation	$6,000.00
Diamond Foundation	$3,000.00
BC Gaming Commission	$3,500.00

Amount Your Society will Provide: $0.00

Total Proposed Budget: $24,075.00

Richmond
City of Richmond, British Columbia, Canada

Society:	The Governing Council of The Salvation Army in Canada
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$240,000.00
Proposal Title:	Relief of food insecurity among the homeless and low-income residents of Richmond
Grant Purpose:	Community Service / Program / Event - Ongoing
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	450
Richmond Residents:	450

Grant Request Summary

The grant will go toward addressing food insecurity among the homeless and low-income families in Richmond through 5 programs operated by The Salvation Army Richmond Community Church: 1. Mobile Feeding Program – Our feeding truck serves 80–100 people, five nights a week, providing over 20,000 meals each year. 2. Sunday Morning Meals – We invite the homeless and low-income residents to come together in community, where we serve approximately 40 meals each week. 3. Sunday Night Meals – On Sunday nights, we invite homeless and low-income residents to come together in community, offering mutual support and encouragement. Participants find connection, hope, and opportunities for transformation, while we provide approximately 25 meals each week. 4. Emergency Food Hampers – We provide weekly food hampers to around 70 low-income families, which amounts to over 90,000 lbs of food distributed annually. 5. Outreach - In addition, because we have been faithfully serving for over three years and have built deep trust with our homeless community, our staff member Glenda now provides full-time outreach, offering ongoing support, and connection to needed resources.

Richmond Services Received by Your Organization

none

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	528,318.00	555,761.00

Your Society's Budget	Last Complete Year	Current Year
Total Expenses	540,103.00	555,686.00
Annual Surplus or (Deficit)	(22,385.00)	(7,724.00)
Accumulated Surplus or (Deficit)	(22,385.00)	(7,727.00)

Explanation for Annual Surplus or (Deficit)

Last Complete Year The application for the City of Richmond grant was not successfully submitted due to a technical glitch. As a result, we were awarded only 20,000 instead of the 50,000 we applied for, leaving us with a funding shortfall of 22,385.

Current Year shortfall of 7727

Explanation for Accumulated Surplus or (Deficit)

shortfall of 7727

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$20,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$190,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$1,000.00
Office Rent or Mortgage	$0.00
Utilities and Telephone	$10,000.00
Supplies	$10,000.00
Equipment	$5,000.00
Photocopying	$0.00
Program Materials	$50,000.00
Local Travel	$1,000.00

Item	Amount ($)
Other: Garbage Removal	$20,000.00
Total:	**$287,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Hecht Foundation	$20,000.00

Amount Your Society will Provide: $30,000.00

Total Proposed Budget: $290,000.00

Richmond
City of Richmond, British Columbia, Canada

Society:	The Kehila Society of Richmond
Grant Type:	Multiple Year Funding Cycle - (Year 2 of 3) Over $5,000 Grant Program
Grant Request:	$8,000.00
Proposal Title:	KEHILA Richmond Food Assistance program
Number To Be Served:	Unspecified
Richmond Residents:	100%

Grant Request Summary

Our programming is multi dimensional . We have a Food Fridge and Pantry, A meals on wheels type of programs to those who are vulnerable and we offer grocery/household gift cards. When we are able we will also deliver groceries that are donated.

Changes that will impact grant use

the demand continues to increase for meals and food subsidation but we only work within our budget.

Financial Information

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	171,037.84	140,392.84
Total Expenses	175,713.77	153,228.05
Annual Surplus or (Deficit)	(4,675.93)	(12,835.21)
Accumulated Surplus or (Deficit)	6,531.59	(6,303.62)

Explanation for Annual Surplus or (Deficit)

Last Complete Year this is just based on the timing of donations and funding coming in.
Current Year this is just based on the timing of donations and funding coming in

Explanation for Accumulated Surplus or (Deficit)

this is just based on the timing of donations and funding coming in

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2025	$7,500.00	Health, Social & Safety
2024	$5,000.00	Health, Social & Safety
2023	$5,000.00	Health, Social & Safety

Richmond
City of Richmond, British Columbia, Canada

Society:	Touchstone Family Association
Grant Type:	Single Year Funding Over $5,000 Grant Program
Grant Request:	$35,000.00
Proposal Title:	Early Years Enhancement program
Grant Purpose:	Operating Assistance
Start Date (if applicable):	
End Date (if applicable):	
Number To Be Served:	500
Richmond Residents:	500

Grant Request Summary

Touchstone Family Association is requesting funding to expand and enhance our Early Years Programming in Richmond, with a particular focus on supporting Chinese-speaking and new immigrant families with children aged 0 to 6. Richmond is home to a large and growing population of immigrant families, many of whom face language barriers, social isolation, and challenges accessing culturally appropriate early childhood services. Data from our Community Needs Assessment and the Early Development Instrument (EDI) indicate that children in Richmond continue to experience developmental vulnerabilities, particularly in areas such as emotional maturity, social competence, and physical health and well-being. These findings highlight the need for responsive, inclusive programming that supports both children and their caregivers during the critical early years of development. The proposed expansion will allow us to offer more culturally and linguistically appropriate programming, including bilingual parent-child sessions, translated parenting resources, and increased outreach efforts. We plan to extend the hours of our existing part-time staff to offer support services outside of traditional 9 to 5 settings, making our programming more accessible to working families and those with limited availability during daytime hours. A key enhancement will be the development of a more robust outreach strategy. Many families in Richmond, particularly newcomers and those experiencing social isolation, are unable to attend group programming due to barriers such as transportation, language, or mental health challenges. With additional funding, we will be able to reach these families directly in their homes or community settings, offering one-on-one support tailored to their unique needs. This outreach will include parenting guidance, resource navigation, and emotional support, helping families feel more connected and empowered. Importantly, this outreach team will be integrated with Touchstone's broader Early Years services, allowing for seamless internal referrals to specialized supports. For example, families identified as needing further assistance with child development concerns will have

direct access to our Behavioural Consultants, who can provide individualized intervention plans, practical strategies for home and community settings, and connections to other para-professionals such as speech-language pathologists (SLPs), occupational therapists (OTs), and other developmental specialists. This internal collaboration ensures that families receive timely, coordinated support that is responsive to their child's unique developmental needs. Additionally, families experiencing emotional distress or in need of mental health support can be referred to Touchstone's Front Porch counselling program. This unique initiative offers free, accessible counselling services to Richmond residents in multiple languages, including Mandarin and Cantonese. The Front Porch is designed to be responsive and inclusive, providing short-term, solution-focused counselling that is trauma-informed and culturally sensitive. It is available to any family in Richmond, regardless of income or immigration status, and is particularly well-suited to support newcomer families who may be navigating complex emotional and cultural transitions. Through our expanded Early Years outreach, staff will be able to identify families who may benefit from mental health support and connect them directly to Front Porch without the need for external referrals or long waitlists. This internal collaboration ensures that families receive timely, coordinated care that addresses both developmental and emotional needs. By integrating our Early Years programming with Front Porch and other internal services, we are building a more inclusive and resilient support system, one that meets families where they are and walks alongside them as they grow, heal, and thrive.

Richmond Services Received by Your Organization

Touchstone Family Association currently receives funding from the City of Richmond to provide Restorative Justice Services. This is funded through a contract with Law and Community Safety. Touchstone has also been receiving funding through the city for the Building Safer Community Fund and this service will end March 31, 2026.

FINANCIAL INFORMATION

Your Society's Budget

Your Society's Budget	Last Complete Year	Current Year
Total Revenue	6,438,136.00	6,618,459.00
Total Expenses	6,362,748.00	6,719,197.00
Annual Surplus or (Deficit)	75,388.00	(100,738.00)
Accumulated Surplus or (Deficit)	569,480.00	323,617.00

Explanation for Annual Surplus or (Deficit)

Last Complete Year The surplus was expected and in budget range.

Current Year The expectation is for a balanced budget with a very small surplus.

Explanation for Accumulated Surplus or (Deficit)

Real Estate Disposal

Most Recent Previous Grant(s) (if applicable)

Year	Amount	Grant Program
2024	$5,000.00	Health, Social & Safety
2023	$5,000.00	Health, Social & Safety

Proposed City Grant Use

Item	Amount ($)
Personnel (Salaries and Benefits)	$29,000.00
Consultant Services	$0.00
Volunteer Support (e.g. expenses, recognition)	$500.00
Office Rent or Mortgage	$5,000.00
Utilities and Telephone	$0.00
Supplies	$0.00
Equipment	$0.00
Photocopying	$0.00
Program Materials	$0.00
Local Travel	$500.00
Other:	$0.00
Total:	**$35,000.00**

Financial Assistance From Other Sources (if applicable)

Item	Amount
Public Health Agency of Canada	$122,765.00
Richmond Community Foundation - Community Prosperity Fund	$46,000.00
United Way of the Lower Mainland	$46,750.00

Amount Your Society will Provide: $10,000.00

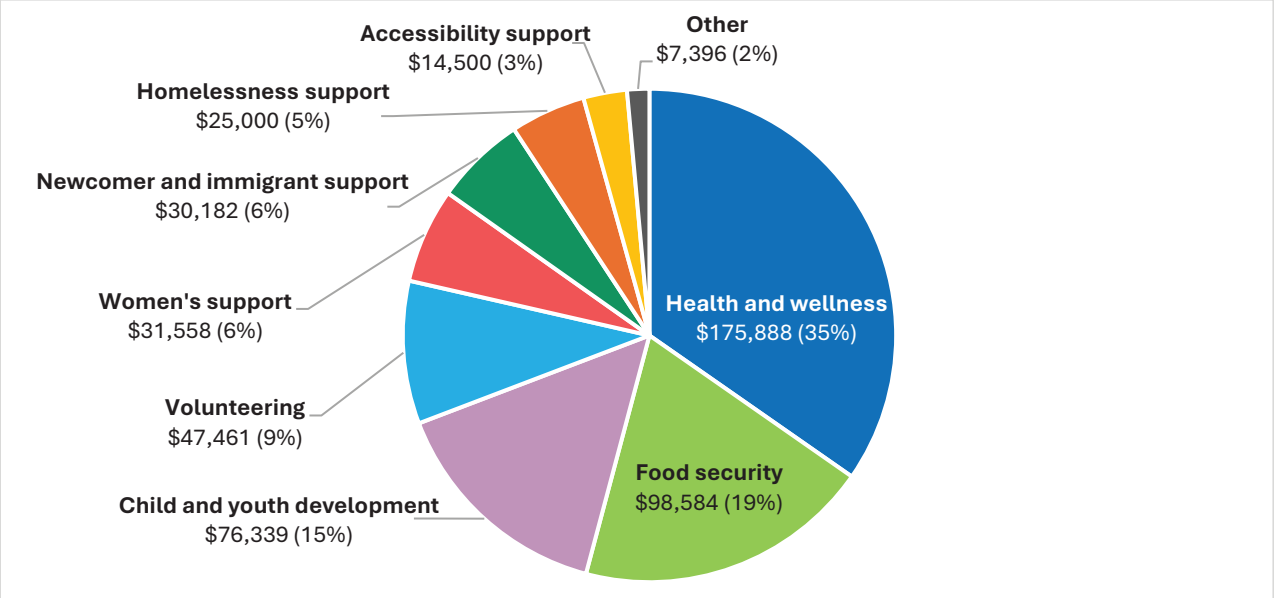
Total Proposed Budget: $260,515.00

2026 City Funding Allocation by Social Service Areas

Proposed 2026 Health, Social and Safety Grant Allocation by Social Service Areas

Over two thirds of the 2026 Health, Social and Safety (HSS) Grant budget is recommended to be allocated towards health and wellness, food security and child and youth development. Figure 1 illustrates the recommended grant allocations across social service areas for 2026.

Figure 1: 2026 HSS Recommendations by Social Service Area



Social Service Areas	Recommendation
Health and wellness (7) Chimo Community Services ($51,250), Community Mental Wellness Association of Canada ($13,059), Family Services of Greater Vancouver ($51,166), Heart of Richmond AIDS Society ($14,183), Minoru Seniors Society ($2,500), Pathways Clubhouse ($36,657), Richmond Mental Health Consumer and Friends Society ($7,073)	**$175,888**
Food security (9) Chabad of Richmond **(NEW)** ($5,000), Food Link Society ($10,000), Fraserview Mennonite Brethren Church ($5,000), Muslim Food Bank Society **(NEW)** ($7,500), Parish of St. Alban's ($38,584), Peace Mennonite Church ($7,500), Richmond Presbyterian Church ($7,500), The Kehila Society of Richmond ($7,500), The Salvation Army **(NEW)** ($10,000)	**$98,584**
Child and youth development (6) Big Brothers of Greater Vancouver ($6,150), Big Sisters of BC Lower Mainland ($6,000), Connections Community Services Society ($14,334), Richmond Family Place Society ($42,303), Society for Youth Empowerment and Strength ($2,552), Touchstone Family Association **(NEW)** ($5,000)	**$76,339**
Volunteering (1) Richmond Cares Richmond Gives ($47,461)	**$47,461**
Women's support (1) Richmond Women's Resource Centre ($31,558)	**$31,558**
Newcomer and immigrant support (1) Richmond Multicultural Community Services ($30,182)	**$30,182**
Homelessness support (1) Refuge Church ($25,000)	**$25,000**
Accessibility support (2) Aspire Richmond ($12,500), BC Pets and Friends ($2,000)	**$14,500**
Other (1) Richmond Poverty Reduction Coalition ($7,396)	**$7,396**
Grand Total	**$506,908**

Total City Funding Allocation by Social Service Areas

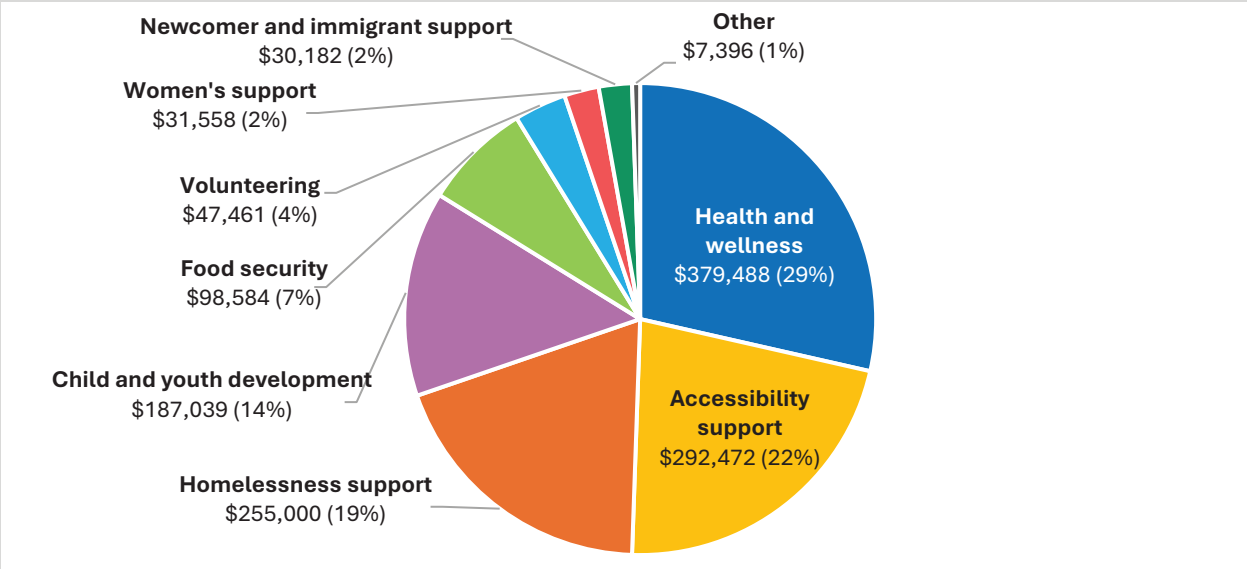
The HSS Grant Program is one of several ways the City supports social services in Richmond. Outside of the HSS Grant Program, the City provides annual funding through contribution agreements and service contracts for a number of social service providers in Richmond. Additionally, the City will provide funding through a license agreement for the operation of the year-round Drop-in Centre for individuals experiencing homelessness in 2026. City funding for these services comes from a combination of the 2026 Operating Budget and one-time additional funding allocation, bringing the total City funding for social services to $1,329,180 for 2026 (see Table 1).

Table 1: City Funding to Social Services outside the HSS Grant Program

Funding Recipient	Funding Arrangement	Purpose	2025 Amount
Richmond Centre for Disability (RCD)	Contribution Agreement	Core operating expenses	$207,677
Richmond Therapeutic Riding Association (RTRA)	Contribution Agreement	Core operating expenses	$70,295
Touchstone Family Association (Touchstone)	Service Contract	Restorative Justice Program	$110,700
Richmond Addiction Services Society (RASS)	Contribution Agreement	Core operating expenses	$203,600
The Progressive Housing Society (Drop-in Centre Operator)	License Agreement	Core operating expenses	$230,000
		Subtotal	$822,272
		HSS Grant Program	$506,908
		Total	**$1,329,180**

Figure 2 shows the City's total funding by social service area, incorporating both the HSS Grant Program and above-noted funding arrangements. When all of the City's funding to social services are taken into account, the distribution shifts with the City's total funding for social services primarily directed toward health and wellness, accessibility support and homelessness support.

Figure 2: Total City Funding to External Service Provider Areas



City of Richmond

Bylaw 10574

Richmond Zoning Bylaw 8500
Amendment Bylaw 10574
Two-Unit Dwellings (ZD9) – Williams Road (Steveston)

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 16 (Site Specific Residential (Two Unit Dwelling) Zones, in numerical order:

16.9 Two-Unit Dwellings (ZD9) – Williams Road

16.9.1 **Purpose**

The **zone** provides for **two-unit housing** or **three-unit housing** on a single **lot** fronting an **arterial road**, plus other compatible **uses**.

16.9.2 **Permitted Uses**

- **housing, two-unit**
- **housing, three-unit**

16.9.3 **Secondary Uses**

- **boarding and lodging**
- **community care facility, minor**
- **home business**
- **secondary suite**

16.9.4 **Permitted Density**

1. The maximum **density** per **lot** is four **dwelling units**, except the reference to "four" is increased to a higher **density** of "six" if:
   a) the **lot** is located, in whole or in part, within 400.0 m of a **prescribed bus stop**; and
   b) the **lot area** of the **lot** is greater than 281.0 m^2.

2. The maximum **floor area ratio** is 0.6.

3. The maximum **floor area** of a **dwelling unit** must not exceed 183.9 m^2.

4. For the purpose of this **zone** only, items not included in the calculation of maximum **floor area ratio** shall be in accord with Sections 4.2 and 4.3, except:

   a) notwithstanding Section 4.3.1.a), up to 10% of the **floor area** total calculated for the **lot** in question which must be used exclusively for covered areas of the **principal building** which are open on two or more sides and never enclosed, provided that the **floor area** in question is not located more than 0.6 m above the lowest horizontal floor;
   b) notwithstanding Section 4.3.2, a maximum of 10.0 m^2 per **dwelling unit** of **floor area** with a ceiling height which exceeds 5.0 m, to a maximum of 20.0 m^2 per **lot**, provided such **floor area** is exclusively for interior entry and staircase purposes;
   c) notwithstanding Section 4.3.3.a), a maximum of 37.5 m^2 per **dwelling unit**, to a maximum of 75.0 m^2 per **lot**, of on-site parking **uses**.

16.9.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.

2. No more than 70% of a **lot** may be occupied by **buildings**, **structures** and **non-porous surfaces**.

3. The following percentages of the **lot area** is restricted to **landscaping** with live plant material:
   a) 20% for **lots** less than 12.0 m wide;
   b) 25% for **lots** of 12.0 m or more but less than 15.0 m in width;
   c) 30% for **lots** of 15.0 m or more in width; and
   d) any **side yard** area is excluded from the calculation of percentages of the **lot area** which is restricted to **landscaping** with live plant material.

16.9.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m.

2. The minimum **interior side yard** is:
   a) 2.0 m for **lots** of 20.0 m or more in width;
   b) 1.8 m for **lots** of 18.0 m or more but less than 20.0 m in width; and
   c) 1.2 m for **lots** less than 18.0 m wide.

3. The minimum **exterior side yard** is 3.0 m, except where the **exterior side yard** is on an **arterial road** it is 6.0 m.

4. The minimum **rear yard** is the greater of 6.0 m or 20% of the total **lot depth**, for a maximum width of 60% of the rear wall of the **first storey**; and 25% of the total **lot depth**, for the remaining 40% of the rear wall of the **first storey** and any second **storey**, or **half (½) storey** above, up to maximum required **setback** of 10.7 m.

5. Notwithstanding Section 16.9.6.4 above:

   a) the minimum **rear yard** may be reduced to 6.0 m, as specified in a Development Permit approved by the **City**; and

   b) for a **corner lot** where the **exterior side yard** is 6.0 m, the minimum **rear yard** is reduced to 1.2 m.

6. The minimum **setbacks** for **accessory buildings**, **carports** and **garages** are:
   a) 12.0 m for the **front yard**;
   b) 3.0 m for the **exterior side yard**, except on an **arterial road** it is 6.0 m;
   c) 1.2 m for the **interior side yard**; and
   d) 6.0 m for the **rear yard**, except that for a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard setback** is reduced to 1.2 m.

7. Detached **accessory buildings** up to 10.0 m^2 may be located within the **interior side yard** and **rear yard** but no closer than 6.0 m of an **arterial road** and 3.0 m of a local **road**.

8. Notwithstanding Section 4.8 [Projections into Yards in Two-Unit Housing Zones], for this **zone** only, the following projections shall be permitted, subject to the *Building Code*:
   a) **balconies** and **bay windows** which form part of the **principal building**, may project into **front yard**, **rear yard** and **exterior side yard** no more than 0.6 m;

b) fireplaces and chimneys, whether enclosed or unenclosed, which form part of the **principal building**, may project for a distance of:

i) 1.0 m into the **front yard**;
ii) 0.6 m into the **side yard**, limited to one exterior wall of the **principle building**, for the purposes of a chimney or fireplace assembly only, and shall not exceed 1.8 m in horizontal length. No masonry footing is permitted for the chimney or fireplace assembly; and
iii) 0.6 m into the **rear yard**;

c) **porches** which form part of the **principal building**, that are less than 5.0 m in **height** and open on those sides which face a public **road** may project for a distance of:

i) 1.5 m into the **front yard**;
ii) 0.6 m into the **exterior side yard**; and
iii) 1.5 m into the **exterior side yard**, where the **exterior side yard** is 6.0 m.

d) **building** elements in the **principal building** that promote sustainability objectives such as solar panels, solar hot water heating systems and rainwater collection systems may project into the **side yard** and **rear yard** no more than 0.6 m;

e) other portions of the **principal building** which are less than 2.0 m in **height** may be located within the **rear yard** but no closer than:

i) 3.0 m of a public **road**.
ii) 6.0 m of an **arterial road**; and
iii) 1.2 m of the **rear lot line** or a **side lot line**; and

f) where a **lot** has a **lot width** of 18.0 m or more, portions of the **principal building** which do not exceed 5.0 m in **height** (chimneys excepted) may project into the required **side yard** but in no event closer than 1.2 m to a **side lot line** (See **residential vertical lot width envelope** illustration in the definitions).

9. The minimum **building separation space** is 1.2 m, except that cantilevered roofs, **balconies**, unenclosed fireplaces and chimneys may project into the minimum **building separation space** for a distance of 0.6 m.

16.9.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 **storeys** or 9.0 m, whichever is less, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.

2. The ridge line of a front roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot depth envelope** but no further than the **setback** required for the **front yard**.

3. The ridge line of a side roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot width envelope** but no further than the **setback** required for the **interior side yard** or the **exterior side yard**.

16.9.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 464.5 m^2.
2. The minimum **lot width** is 10.29 m.
3. The minimum **lot depth** is 30.0 m.
4. No **subdivision** to create an **air space parcel** is permitted.
5. **Subdivision** of a **lot** may create a maximum of three **strata lots**.

16.9.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

16.9.10 On-Site Parking

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0, except:

    a) the minimum number of **parking spaces** required per **dwelling unit** and the minimum **parking space** dimensions shall be subject to the requirements set out in Section 7.0 for **small-scale multi-unit housing**;
    b) at least 50% of the required residential **use parking spaces** shall be standard spaces;
    c) at least 50% of the residential **use parking spaces** provided in a side-by-side arrangement within an enclosed **garage** shall be standard spaces;
    d) where residents of a single **dwelling unit** intend to use two **parking spaces**, the spaces may be provided in a **tandem arrangement** with one **parking space** located behind the other; and
    e) where visitor parking is provided on a **lot**:

        i) the **parking spaces** may be used collectively by two adjacent **lots** sharing a **vehicle access** from an **arterial road**; and
        ii) each **parking space** shall be clearly marked with the words "VISITORS ONLY" in capital letters in the form of a sign with a minimum size of 300 mm high by 450 mm wide and pavement markings with a minimum size of 300 mm high and 1.65 m wide.

16.9.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**TWO UNIT DWELLING (ZD9) WILLIAMS ROAD (Steveston)**" zone:

    P.I.D. 004-215-371

    Lot 6 Section 36 Block 4 North Range 7 West New Westminster District Plan 9310

P.I.D. 004-230-167

Lot 459 Section 36 Block 4 North Range 7 West New Westminster District Plan 52512

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10574".**

FIRST READING	NOV 25 2024
SECOND READING	NOV 25 2024
THIRD READING	NOV 25 2024
OTHER CONDITIONS SATISFIED	JAN 15 2026
ADOPTED	

CITY OF RICHMOND
APPROVED by
Ac
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 10734

Richmond Zoning Bylaw 8500 Amendment Bylaw 10734 (25-029406) 12871, 12873, 12875 Railway Avenue

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

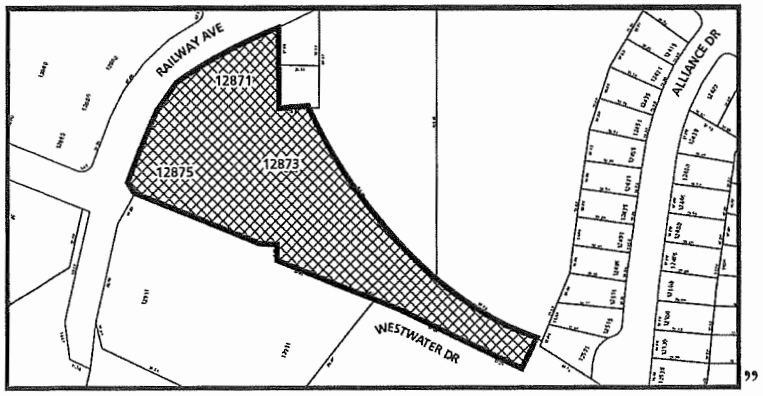
1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by repealing the existing zoning designation for the following area, outlined in bold on "Schedule A attached to and forming part of Bylaw 10734", and designating it "**Medium Density Low Rise Apartments (RAM1)**":

   Strata Lots 1-78, and the Common Property
   Section 11 and 12, Block 3 North
   Range 7 West New Westminster District
   Strata Plan NWS3101

2. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.11 by inserting the following as new subsection 8.11.13.3:

   "3. Notwithstanding Section 8.11.5, 8.11.7 and 8.11.8, the **site** municipally known as 12871, 12873, 12875 Railway Avenue and identified in **figure 1** below shall have:
   a) a maximum **floor area ratio** of 0.85;
   b) a maximum **height** for **buildings** of 16.0 m; and
   c) a minimum **front yard, interior side yard** and **exterior side yard** of 4.0 m.

   Figure 1



   "

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10734".**

8257935

FIRST READING	JAN 26 2026
SECOND READING	JAN 26 2026
THIRD READING	JAN 26 2026
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

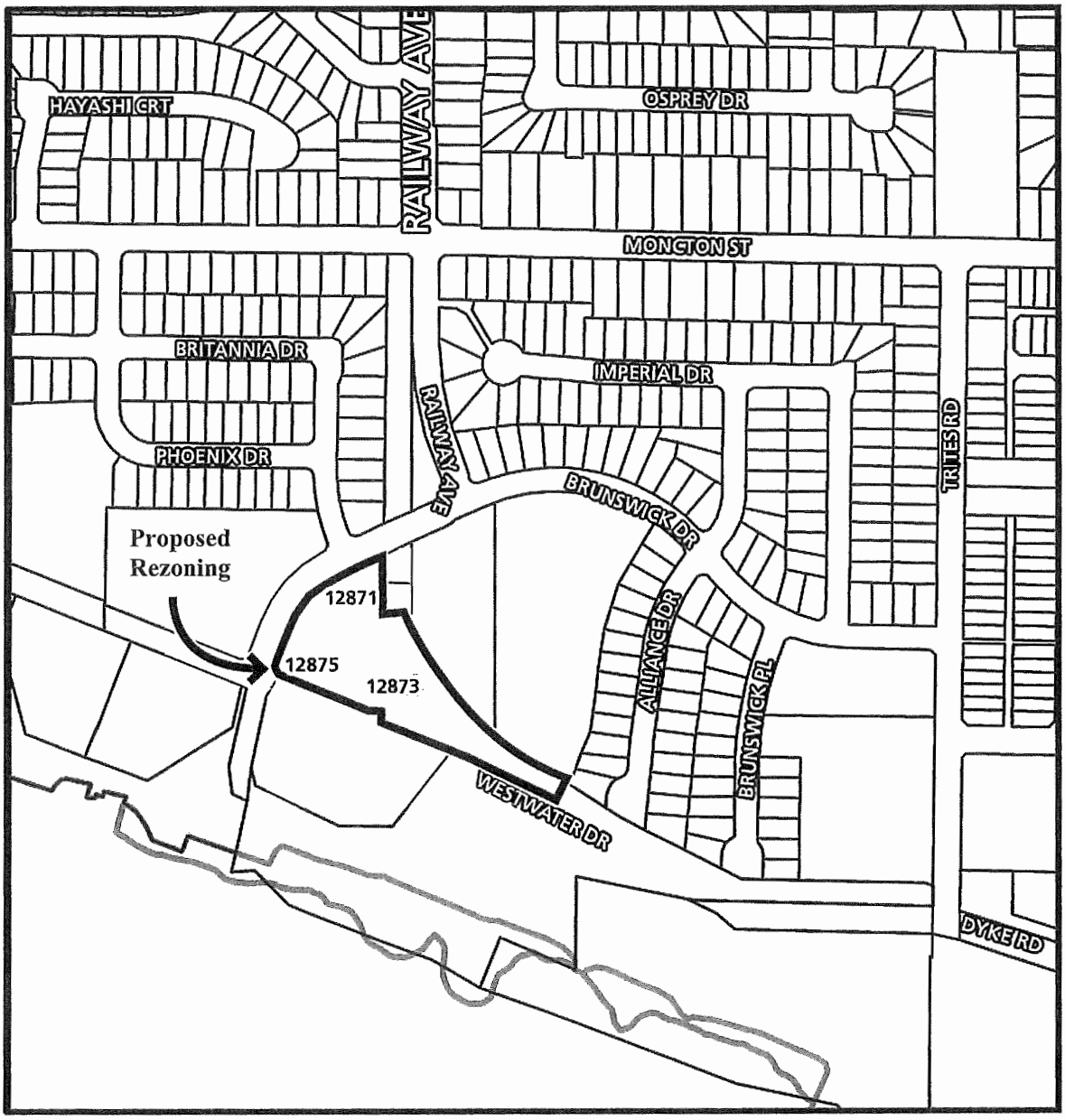
MAYOR

CORPORATE OFFICER

8257935

Schedule A to Bylaw 10734

City of Richmond



	Bylaw 10734 Schedule "A"	Original Date: 12/11/25 Revision Date: Note: Dimensions are in METRES

8257935

City of Richmond

Bylaw 10664

Demolition Waste and Recyclable Materials Bylaw No. 9516 Amendment Bylaw No. 10664

The Council of the City of Richmond enacts as follows:

1. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of the Recitals and replacing them with the following:

"**WHEREAS** Part 2, Division 1, Section 8 of the *Community Charter* confers upon the **City** authority to, by bylaw, regulate, prohibit, and impose requirements in relation to the protection and enhancement of the well-being of its community in relation to refuse, garbage or other material that is noxious, offensive or unwholesome, and in relation to the use of waste disposal and recycling services;

AND WHEREAS Part 7, Division 2, Section 194 of the *Community Charter* confers upon the **City** authority to, by bylaw, impose a fee in respect of the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS the Greater Vancouver Sewerage and Drainage District, Greater Vancouver Regional District, and their respective member municipalities, including the **City**, have set a target in the Integrated Solid Waste and Resource Management Plan of 70% diversion of municipal solid waste from disposal by 2015;

AND WHEREAS the **Richmond Circular City Strategy** sets a target to achieve 100% circularity by 2050, with objectives of maximizing material reuse, minimizing construction and demolition waste, and reducing embodied carbon through **circular practices** that preserve building material **value**;

AND WHEREAS Richmond's **Community Energy and Emissions Plan** establishes a target to achieve net-zero greenhouse gas emissions by 2050, including emissions from building operations, transportation, and the anaerobic decomposition of waste, and recognizes the need to reduce emissions associated with building materials and demolition waste as part of the **City's** transition to a low-carbon, energy-efficient built environment;

AND WHEREAS it is deemed desirable to regulate, prohibit, and impose requirements with respect to the use of waste disposal and recycling services to ensure that waste and recyclable materials resulting from demolition work are managed in a manner that enhances and protects the well-being of the community and the target diversion rate is achieved,

NOW THEREFORE, the Council of the City of Richmond enacts as follows:"

2. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended in Part One: Application and Agreement by deleting in its entirety Section 1.4 and replacing it with the following:

"1.4 Neither the review nor acceptance of a **recycling and waste diversion plan**, or **compliance report** constitutes a representation, warranty, assurance or statement by the **City** that the **owner** has complied with the **Building Bylaw**, this Bylaw, or any other applicable enactment, law, or regulation respecting safety."

3. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Two: Mandatory Recycling and replacing it with the following:

"**PART TWO: MANDATORY RECYCLING**

2.1 The **work** must achieve the following minimum **waste diversion** rates, measured by the total weight of materials diverted from **disposal**:

(a) **One-family dwellings** and **two-family dwellings:**

i) 70% until January 4, 2027;
ii) 80% from January 5, 2027 to June 30, 2029; and
iii) 90% from July 1, 2029 onward.

(b) **Multi-family residential** and **non-residential buildings:**

i) 70% from January 5, 2027 to June 30, 2029; and
ii) 80% from July 1, 2029 onward.

2.2 At the time of submitting an application for a **building permit** for **work**, a properly completed **recycling and waste diversion plan** regarding the management of **recyclable material** and **waste** must be signed by the **owner** or **agent** and submitted to the **building inspector**.

2.3 No person shall commence or continue, or cause or allow the commencement or continuation of, any **work** unless the **building inspector** has approved a **recycling and waste diversion plan** for that **work**.

2.4 Where practicable, **recyclable materials** must be **recovered** through **circular practices** that preserve material **value** and enable the **reuse** or **salvage** of **building components**.

2.5 If **recyclable material** is removed from a **site**, the **recyclable material** must be removed:

(a) to a **recycling facility**; or

(b) in accordance with an approved **recycling and waste diversion plan,** including **reuse** by the **owner** or **agent**, removal to a **recycling facility** or as otherwise set out therein; or

(c) through other methods specified in the approved **recycling and waste diversion plan**, provided the **recyclable material** is not sent to a **disposal facility**, but is instead managed through selling, donation, repurposing for another project, or any other material recovery approach approved by the **General Manager**.

2.6 If **waste**, other than **recyclable material**, is removed from a **site,** the **waste** must be removed to a **disposal facility**."

4. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Three: Compliance Reporting and Record Keeping and replacing it with the following:

"**PART THREE: COMPLIANCE AND RECORD KEEPING**

3.1 To ensure compliance with this Bylaw, the **owner** or **agent** must keep records of the surveying, removal, handling, and management of **recyclable material** and **waste**, the recycling of **recyclable material**, and the **disposal** of **waste**, including:

(a) payment receipts, donation receipts, selling receipts, weigh bills, inspection reports, clearance letters, sampling reports, waste transport manifests, and recycling verification letters from mixed load **recycling facilities** detailing the percentage of **waste** recycled, **reused** or **disposed**;

(b) photographs, if applicable, recording the removal of **recyclable material** from the **site** as specified in an approved **recycling and waste diversion plan**;

(c) any other records that the **building inspector** specifies, at the time of application for a **building permit** for **work,** must be kept; and

(d) for **recyclable materials** integrated into another project, a letter of material acceptance from the recipient project owner, general contractor, or site developer confirming the material's intended **reuse**, or other supporting documentation such as a contract, project permits, or delivery receipts verifying material transfer and integration.

3.2 Within ninety (90) days after **project completion**, the **owner** or **agent** must submit the following to the **building inspector**:

(a) a properly completed **compliance report**; and

(b) originals of the records required to be kept under section 3.1 above."

5. **Demolition Waste and Recyclable Materials Bylaw No. 9516,** is amended by deleting the entirety of Part Four: Fees and replacing it with the following:

"**PART FOUR: FEES**

4.1 Every person who performs, or causes or allows the performance of **work**, must pay the non-refundable **application fee** and the **waste disposal and recycling services fee** at the time of submitting the **recycling and waste diversion plan**.

4.2 The holder of the **building permit** for the **work** is eligible for a **fee refund**, as calculated in accordance with the **recycling and waste diversion plan**, if the following have also been completed to the satisfaction of the **building inspector**:

(a) a **recycling and waste diversion plan**;

(b) within ninety (90) days after **project completion**,

(i) a **compliance report**;

(ii) submission of the originals of the records required to be kept under section 3.1 above; and

(iii) an application to the **building inspector** for the **fee refund**; and

(c) within seven (7) days of being requested to do so, submission to the **building inspector** of any of the records required to be kept under this Bylaw, in addition to those submitted under 4.2(b)(ii) above, to evaluate eligibility for the **fee refund.**

4.3 Where a **waste disposal and recycling services fee** is paid under Section 4.1 and is not refunded pursuant to Section 4.2 by the **two-year date**, the **City** will charge the person who paid the **waste disposal and recycling services fee** an annual **Administrative Fee** for each full year in which there is no **fee refund** following the **two-year date**. The **City** may, but is not required to, pay any **Administrative Fee** owing from the **waste disposal and recycling services fee** held by the **City**, and any **fee return** will be reduced by any amount so used."

6. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Five: Offences, Penalties and Enforcement and replacing it with the following:

"**PART FIVE: OFFENCES, PENALITES AND ENFORCEMENT**

5.1 (a) A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time; and

(b) A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced form time to time, in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*, as amended and replaced form time to time.

5.2 Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than $50,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

5.3 Any person who contravenes or violates any provision of this Bylaw, or any **building permit** for **work** issued in connection with this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw, or any **building permit** for **work** issued in connection with this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, or any **building permit** for **work** issued in connection with this Bylaw, commits an offence and upon conviction shall be liable to a fine of not more than Fifty Thousand Dollars ($50,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence."

7. **Development Application Fees Bylaw No. 8951**, is amended by deleting the entirety of Part Six: Interpretation and replacing it with the following:

"**PART SIX: INTERPRETATION**

6.1 In this Bylaw, unless the context requires otherwise:

AGENT	means a person authorized in writing to act on behalf of the **owner** in connection with a **building permit**, including a hired tradesman or contractor.
ADMINISTRATION FEE	means an annual fee in the amount of $1,000.00 CAD.
APPLICATION FEE	means the fee set-out in the City's *Consolidated Fees Bylaw No. 8636,* as amended or replaced from time to time.
BUILDING BYLAW	means the **City's** *Building Regulation Bylaw No. 7230,* as amended or replaced from time to time.
BUILDING INSPECTOR	means the Director, Building Approvals Department or those positions or persons

	designated by Council to act under the **Building Bylaw** in the place of the manager.
BUILDING PERMIT	has the same meaning defined in the **Building Bylaw**.
CIRCULAR ECONOMY	means an approach to resource management that maximizes the value of materials by design, through responsible consumption, minimizing waste, and reimagining how resources flow in a sustainable, equitable, and low-carbon economy.
CIRCULAR PRACTICES	means processes that add, retain or recover the **value** of materials by extending their utility beyond the end of a building's life, including but not limited to **deconstruction**, **relocation**, **reuse**, **salvage,** recycling or any other approved method by the **General Manager** that supports material recovery objectives.
CITY	means the City of Richmond.
COMMUNITY CHARTER	means *Community Charter*, SBC 2003, c. 26, as amended or replaced from time to time.
COMMUNITY ENERGY AND EMISSIONS PLAN	means the **City**'s strategy for reducing greenhouse gas emissions, improving energy efficiency, and transitioning to a low-carbon built environment, approved by **Council** on March 13, 2025.
COMPLIANCE REPORT	means a report substantially in the form in the **recycling and waste diversion plan**, as modified from time to time by the **building inspector**.
COUNCIL	means the Council of the **City**.
CORPORATE OFFICER	means the person appointed by **Council** pursuant to section 148 of the ***Community Charter*** as the Corporate Officer of the **City**, or his or her designate.
DECONSTRUCTION	means the systematic disassembly of a building, typically in the reverse order of its construction, in a manner that prioritizes the

	recovery of materials for **reuse** or recycling and preserves material **value** by minimizing damage during removal.
DISPOSAL	means: (a) the abandonment, discard, or destruction of any materials, substances, or objects; and (b) the application, release, or incorporation of materials, substances or objects in or to land.
DISPOSAL FACILITY	means a **facility** that: (a) has a valid and subsisting permit, licence, or operational certificate issued under **GVS&DD**'s **Municipal Solid Waste and Recyclable Material Regulatory Bylaw** for the operation of a disposal facility regulated under that bylaw; (b) is approved as a disposal facility under the **Integrated Solid Waste and Resource Management Plan**; or (c) destroys or landfills **waste** in the course of conducting an industry, trade, or business.
FACILITY	means any land, building, site, or structure.
FEE REFUND	means the refund of a **waste disposal and recycling services fee** paid in respect of a **recycling and waste diversion plan** as calculated in accordance with **recycling and waste diversion plan**.
GENERAL MANAGER	means a senior administrative officer responsible for the overall management and administration of the **City's** operations.
GVS&DD	means the Greater Vancouver Sewerage and Drainage District.
HAZARDOUS MATERIALS	means any material, product, or substance regulated as a controlled product or hazardous waste under the *B.C. Workers Compensation*

	Act and *B.C. Environmental Management Act,* respectively, that is present on a **site** or is produced, originates, or results from **work**.
INTEGRATED SOLID WASTE AND RESOURCE MANAGEMENT PLAN	means **GVS&DD**'s approved Integrated Solid Waste and Resource Management Plan.
MULTI-FAMILY RESIDENTIAL	means a building containing three (3) or more dwelling units, including but not limited to apartments, townhouses, and small-scale multi-unit housing.
MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIAL REGULATORY BYLAW	means the **GVS&DD's** *Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996*, as amended or replaced from time to time.
NON-RESIDENTIAL BUILDING	means a building or portion of a building used for purposes other than residential occupancy, including but not limited to commercial, industrial, and institutional buildings.
ONE-FAMILY DWELLING	has the same meaning defined in the **Building Bylaw**.
OWNER	means the registered owner of an estate in fee simple, the registered owner of a leasehold estate and also includes: (a) the tenant for life under a registered life estate; (b) the registered holder of the last registered agreement for sale; (c) an Indian who is an **owner** under the letters patent of a municipality, incorporated under Section 9 of the *Local Government Act*; (d) a lessee or licensee with authority to build on land; (e) an occupier, tenant or holder of an interest in respect of the surface of water;

(f) the Province or Canada, or a crown corporation or agency of either of them, if the government, corporation or agency applies for a **building permit**, a **gas permit**, or a **plumbing permit** under this bylaw, in respect of **parcel** in which it holds an interest; and

(g) an **agent**.

PROJECT COMPLETION means the date of completion and final approval of **work** as determined in accordance with the **Building Bylaw**.

RECYCLABLE MATERIAL means a material, substance, or object that is produced, originates or results from **work** and satisfies at least one of the following:

(a) is an organic material capable of being composted;

(b) is managed as a marketable commodity with an established market by the **owner** or operator of a **recycling facility**;

(c) is processed for recycling through collection, transport, sorting, cleaning, or reprocessing to obtain recovered resources for use in manufacturing a new product or as an intermediate stage in an existing production process;

(d) is repurposed by adapting a product or its components for a different function than originally intended, without major modifications to its physical or chemical structure;

(e) is remanufactured through an industrial process that restores a product or component to a like-new condition in terms of quality and performance;

(f) is being **reused** by the **owner**, or the **agent** on or off the **site** for **construction**; or

(g) is a material, product or substance prescribed in the **recycling and waste diversion plan** as a **recyclable material**;

but excluding **hazardous materials**.

RECYCLING FACILITY means a **facility** or licensed business, other than a **disposal facility** or an incinerator facility, and that:

(a) has a valid and subsisting permit, licence, or operational certificate issued under the **GVS&DD**'s **Municipal Solid Waste and Recyclable Material Regulatory Bylaw**;

(b) is required to provide information on quantities of received and transferred material to the **GVS&DD** through the **GVS&DD**'s **Municipal Solid Waste and Recyclable Material Regulatory Bylaw**;

(c) is approved as (i) a organics processing facility; or (ii) a publicly-owned transfer station or landfill, under the Integrated Solid Waste and Resource Management Plan for purposes other than **disposal**;

(d) is a drop off depot which is owned or operated by a charitable organization registered under the *Income Tax Act* (Canada) or a non-profit organization to which section 149 of the *Income Tax Act* applies;

(e) is a **facility** where the owner or operator purchases or otherwise pays valuable consideration for all **recyclable material** received, cleaned, sorted, baled or packaged at the **facility**;

(f) accepts only asphalt and concrete for the purposes of reprocessing, resale and **reuse**; or

(g) builds products using recycled or **reused** buildings materials or resells **salvaged** building materials under a valid business license.

RELOCATION	means the partial or total moving of a building or structure to another site without disassembly beyond what is necessary for transport and reinstallation to allow its continued use.
REUSE	means the further or repeated use of building materials for their original purpose or an adapted function without reprocessing, including storage intended for such use.
RICHMOND CIRCULAR CITY STRATEGY	means the **City**'s approved strategy for advancing the **circular economy** in Richmond, approved by **Council**.
SALVAGE	means the selective removal of individual materials or building components in a manner that protects them from damage, preserves their value, and keeps them intact for **reuse** or recycling.
SITE	means any land, building, structure, or improvements where **work** is or is intended to be performed.
TWO-FAMILY DWELLING	has the same meaning defined in the **Building Bylaw**.
TWO-YEAR DATE	means that date that is two (2) years following the date of issuance of the **building permit** for the **work.**
VALUE	means the gains or benefits derived from satisfying needs or expectations in relation to the use and conservation of materials, which may be financial or non-financial, including but not limited to revenue, savings, productivity, public health, social, environmental benefit, and the reduction of embodied carbon impacts.
WASTE	means any discarded or abandoned material, substance, or object that is produced, originates, or results from **work**, and any other prescribed material, substance or object, but excluding **hazardous materials**.

WASTE DISPOSAL AND RECYCLING SERVICES FEE	means the fee set-out in the **City's** Consolidated Fees Bylaw No. 8636, as amended from time to time.
RECYCLING AND WASTE DIVERSION PLAN	means the form of plan approved by the **General Manager.**
WORK	means the demolition, **deconstruction**, or systematic disassembly of a **one-family dwelling**, a **two-family dwelling**, a **multifamily residential building**, or a **non-residential building**, and any accessory structures on the same **site**, regulated by the **Building Bylaw**.

6.2 References in this Bylaw to enactments, bylaws of the **City**, or the bylaws or plans of **GVS&DD**, include those enactments, bylaws, and plans as they may be amended or replaced from time to time.

6.3 Unless otherwise defined herein, all words or expressions used in this Bylaw have the same meaning as the same or like words or expressions used in the **Building Bylaw**."

8. **Demolition Waste and Recyclable Materials Bylaw 9516**, is amended by deleting the entirety of Schedule "A", Schedule "B" and Schedule "C".

9. This Bylaw is cited as "**Demolition Waste and Recyclable Materials Bylaw 9516, Amendment Bylaw No. 10664**".

FIRST READING	JAN 26 2026
SECOND READING	JAN 26 2026
THIRD READING	JAN 26 2026
ADOPTED	

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Bylaw 10717

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended is further amended at Schedule A by deleting in its entirety the "Schedule – Demolition Waste and Recyclable Materials Bylaw No. 9516" and replacing it with Schedule 1 attached hereto.:

2. This Bylaw is cited as "**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717**".

FIRST READING	JAN 26 2026
SECOND READING	JAN 26 2026
THIRD READING	JAN 26 2026
ADOPTED	

CITY OF RICHMOND
APPROVED for content by originating Division
APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

8166219

Schedule – Demolition Waste and Recyclable Materials Bylaw No. 9516

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Option	A8 Compliance Agreement Discount
Demolition Waste and Recyclable Materials Bylaw No. 9516	**Period of Time from Receipt (inclusive)**		n/a	**29 to 60 days**	**1 to 28 days**	**61 days or more**	n/a
	Failure to submit a completed recycling and waste diversion plan with an application for a building permit for demolition	2.2	No	$ 475.00	$ 450.00	$ 500.00	n/a
	Commencing, continuing, causing or allowing the commencement or continuation of demolition work without an approved recycling and waste diversion plan	2.3	No	$ 475.00	$ 450.00	$ 500.00	n/a
	Removing recyclable material from a site to a location other than a recycling facility or as otherwise set out in an approved recycling and waste diversion plan	2.5	No	$ 475.00	$ 450.00	$ 500.00	n/a
	Removing waste (other than recyclable materials) from a site to a location other than a disposal facility	2.6	No	$ 475.00	$ 450.00	$ 500.00	n/a
	Failure to keep records of the surveying, removal, handling, and management of recyclable material and waste, the recycling of recyclable material and the disposal of waste	3.1	No	$ 475.00	$ 450.00	$ 500.00	n/a

City of Richmond

Bylaw 10724

Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 10724 (OCP Update)

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Official Community Plan Bylaw 9000 Schedule 1, as amended, is further amended by:

   1.1. Deleting the Cover, OCP Youth Art Contest, Plan Interpretation, and Planning Area Boundaries Map and replacing them with Schedule A (Updated Cover, OCP Youth Art Contest, Plan Interpretation, and Planning Area Boundaries Map) attached to and forming part of this Bylaw;

   1.2. Deleting Section 1.0 (Moving Towards a Sustainable Community) and replacing it with Schedule B (A More Complete, Inclusive and Sustainable Community) attached to and forming part of this Bylaw;

   1.3. Deleting the Aircraft Noise Sensitive Development Map in Section 3.6.3 (Noise Management) and replacing it with Schedule C (Aircraft Noise Sensitive Development Map) attached to and forming part of this Bylaw.

   1.4. Relocating the amended Section 3.6.3 (Noise Management) to Section 9.0 (Island Natural Environment) following the existing Section 9.0, as a new Section 9.2, and renumbering accordingly;

   1.5. Relocating Section 3.6.5 (Health Canada Licensed Medical Cannabis Production, Non-Medical Cannabis Production and Cannabis Research and Development Facilities) to Section 6.0 (Resilient Economy) following Section 6.2, as a new Section 6.3, and renumbering accordingly;

   1.6. Deleting Section 3.0 (Connected Neighbourhoods With Special Places) and replacing it with Schedule D (Section 3.0: Build Better Neighbourhoods and Housing) attached to and forming part of this Bylaw;

   1.7. Inserting Schedule E (Lane Network Policy) attached to and forming part of this Bylaw in Section 8.1 (Road Network) following Objective 3, as a new Objective 4, and renumbering accordingly;

   1.8. Deleting Section 15.0 (Regional Context Statement (RCS)) and replacing it with Schedule F (Regional Context Statement (RCS)) attached to and forming part of this Bylaw;

1.9. Deleting the Land Use Map Definitions and replacing it with Schedule G (Land Use Map Definitions) attached to and forming part of this Bylaw;

1.10. Deleting Attachment 1 to Schedule 1 City of Richmond 2041 OCP Land Use Map and replacing it with Schedule H (City of Richmond 2050 OCP Land Use Map) attached to and forming part of this Bylaw; and

1.11. Updating the Table of Contents and List of Map and Attachments based on the contents of this Bylaw, renumbering all pages accordingly, and making related minor text, graphic, and format changes as necessary.

2. Any Bylaw to amend Richmond Zoning Bylaw 8500 that has received first, second and third reading prior to the adoption of this Bylaw shall be considered an application in progress and Attachment 1 to Schedule 1 of Richmond Official Community Plan Bylaw 9000, as it read immediately before it is amended by this Bylaw, shall apply to the adoption of such Amendment Bylaw.

3. This Bylaw may be cited as **"Richmond Official Community Plan 9000, Amendment Bylaw 10724".**

FIRST READING	DEC 0 8 2025
PUBLIC HEARING	JAN 1 9 2026
SECOND READING	JAN 1 9 2026
THIRD READING	JAN 1 9 2026
OTHER CONDITIONS	FEB 0 3 2026
ADOPTED	

CITY OF RICHMOND
APPROVED by
JH
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Schedule A to Bylaw 10724

Official Community Plan (OCP)

Schedule 1 of Bylaw 9000

2050 OCP—A More Complete, Inclusive and Sustainable Community

Richmond

City of Richmond

Official Community Plan (OCP)

Schedule 1 of Bylaw 9000

2050 OCP—A More Complete, Inclusive and Sustainable Community

Richmond

OCP Youth Art Contest

The City of Richmond hosted a Youth Art Contest as part of the Official Community Plan (OCP) Update to showcase local youth talent and their vision for Richmond's future. The submitted artworks reflect key OCP themes, including housing affordability, community equity, climate change adaptation, and environmental enhancement. The winners are showcased throughout the OCP. Thank you to everyone who participated.

- Maggie Pi (age 15)
- Emily Du (age 11)
- Carys Braverman (age 13)
- Elina Khong (age 14)
- Leif Ferguson (age 5)

Plan Interpretation

What is the Official Community Plan (OCP)?
The OCP is a legal community planning document for managing the City's social, economic, land use, urban design, servicing, transportation and environmental future. It sets out a vision, goals, objectives, policies, guidelines and land use designations that reflect overall community values that have been determined through a public consultation process.

How is the Plan organized?

The OCP is comprised of:

1. Schedule 1: the overall OCP; and
2. Schedule 2: Area Plans and Sub-Area Plans.

Area Plans cover portions of the 15 planning areas within Richmond (see Planning Area Boundaries Map and OCP Land Use Map).

Sub-Area Plans refer to smaller areas within specific planning areas.

The OCP addresses broad city-wide issues while the Area Plans and Sub-Area Plans address local neighbourhood issues.

Land Use Maps – Plan Precedence
If there is a conflict with respect to a land use designation between the OCP Land Use Map (Schedule 1) and the Area Plan or Sub-Area Plan Land Use Maps (Schedule 2), the Area Plan or Sub-Area Plan Land Use Maps shall take precedence, except that the land use designation in Schedule 1 shall take precedence notwithstanding conflicting information which may be shown in Schedule 2:

- for sites designated OCP Conservation Area;
- for sites designated OCP City Centre Downtown and designated under Richmond's Transit-Oriented Areas (TOA) Designation Bylaw 10560; and
- in situations where Schedule 1 permits more height, density, or uses on a site than the Area Plan or Sub-Area Plan and the development complies with all applicable Schedule 1 land use designations and policies, excluding the area designated in the Steveston Village Heritage Conservation Area Map which is attached to and forms part of the Steveston Area Plan and is designated as a Heritage Conservation Area under Section 614 of the Local Government Act.

Environmentally Sensitive Areas (ESA)
The ESA policies, guidelines, and designations shown in Attachment 2 to the OCP (Schedule 1) supercede any contained in the Area Plan or Sub-Area Plans (Schedule 2).

Aircraft Noise Sensitive Land Use
The Aircraft Noise Sensitive Land Use policies, guidelines and locations (Schedule 1) supercede any contained in the Area Plan or Sub-Area Plans (Schedule 2).

How does the OCP work?
As a City document, the OCP can only encourage senior levels of government to take action; it cannot force or require senior governments to act. When implementing the OCP, the City will take into account agreements with other agencies.

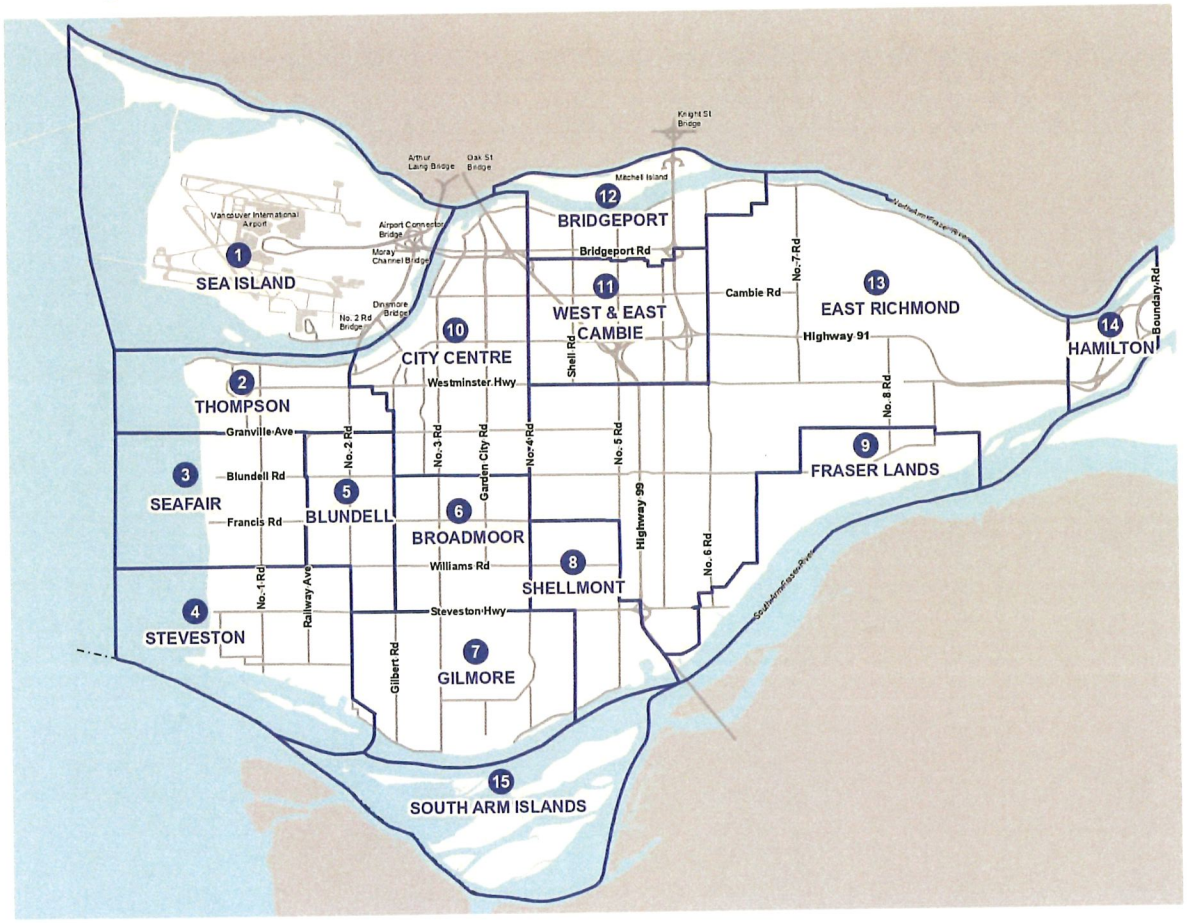
Seeking Clarification

The OCP is to be read as a whole and specific topics may be addressed in several chapters and maps, and in Development Permit Guidelines. For clarification of the OCP policies and maps, please consult with City planning staff. Council or its designate make the final decision.

OCP Update

Where the plan indicates Official Community Plan (OCP) 2041, these sections were not updated as part of the OCP 2050 Update undertaken in 2026. Notwithstanding, these sections are still considered to be current until future updates are adopted by Council.

Planning Area Boundaries Map



1.0 A More Complete, Inclusive and Sustainable Community

Maggie Pi, OCP Youth Art Contest, winner

Maggie Pi, OCP Youth Art Contest, winner

1.0 A More Complete, Inclusive and Sustainable Community

The foundation of the Official Community Plan (OCP) is the City of Richmond's vision to become the "***most appealing, livable and well-managed community in Canada***".

Overview

The Official Community Plan (OCP) describes a long-term vision for the community and guides decision-making concerning growth and change. While the 2041 OCP (adopted in 2012) remains relevant, issues related to community completeness, housing, equity, climate and the environment have become more urgent and complex, and legislation enacted by the Province of British Columbia in 2023 and 2024 has changed the planning tools available to the City.

The 2050 OCP addresses these challenges with a targeted two-step update that focuses on housing affordability and choice first, followed by community equity, climate response, and environmental protection and enhancement. Other considerations including, but not limited to, parks and recreation, employment, transportation, utilities, City infrastructure, and arts and culture, will be the subject of future planning and public engagement.

Future OCP updates will occur every five years to ensure that Richmond stays on track and the OCP continues to support the City's effective and timely response to emerging issues, trends, opportunities and community needs.

Milestones for other plans, strategies and events that shape Richmond

2001
- » Urban Forest Strategy

2007
- » Affordable Housing Strategy
- » Facilities Strategic Plan

2009
- » Flood Management Strategy
- » Wellness Strategy
- » Canada Line Opens
- » Richmond Hosts the 2010 Olympic Winter Games

2013
- » Building Our Social Future 2013-2022

2017
- » 2017-2027 Affordable Housing Strategy

2019
- » Public Tree Management Strategy 2045

2020
- » Industrial Lands Intensification Initiative (ILII)

2022
- » Community Energy and Emissions Plan (CEEP)

2023
- » Richmond Circular City Strategy
- » Richmond Accessibility Plan 2023-2033

2024
- » Small-Scale Multi-Unit Housing (SSMUH) zoning
- » Transit-Oriented Area (TOA) Bylaw
- » Interim Housing Needs Report (2024 IHNR)

Future/2028
- » Housing Needs Report

OCP Milestones

Richmond's first Official Community Plan was adopted in 1987. Since then, each Plan has been a living document that guides change and responds to emerging issues and opportunities with topical amendments, companion plans and strategies.

2007 OCP
Township of Richmond Bylaw 4700 (Adopted 1987)

2021 OCP
City of Richmond Bylaw 7100 (Adopted 1999)

- » (2003) Richmond Agricultural Viability Strategy
- » (2004) OCP Aircraft Noise Sensitive Development Policy
- » (2006) West Cambie Area Plan
- » (2009) City Centre Area Plan
- » (2009) Steveston Village Heritage Conservation Strategy

2041 OCP
Moving Towards a Sustainable Community
City of Richmond Bylaw 9000 (Adopted 2012)

- » (2014) Hamilton Area Plan
- » (2014) Cannabis Production and Research
- » (2014) Resilient Economy Strategy
- » (2015) Steveston Secondary School Redevelopment Plan
- » (2016) Arterial Road Land Use Policy (Expanded policy area)
- » (2018) Market Rental Housing Policy
- » (2018) Updated Road, Transit and Bike Networks
- » (2018) Richmond Centre Shopping Centre Redevelopment Plan
- » (2021) Farming First Strategy
- » (2022) Climate Change, Green Buildings and Sustainable Infrastructure
- » (2023) Lansdowne Shopping Centre Redevelopment Plan

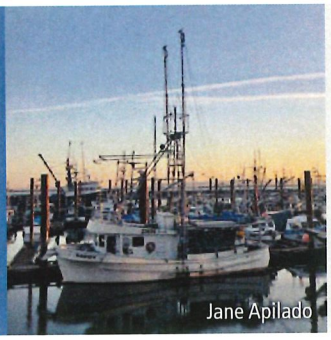
2050 OCP
A More Complete, Inclusive and Sustainable Community

2055 OCP
Plans will be adopted in 2030 and every five years after that.

1.1 Themes Shaping Richmond

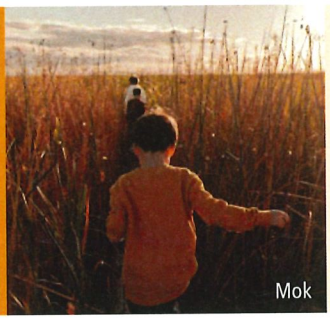
Special places and spaces shaped by nature, communities, cultures, values and aspirations make Richmond unique and inform an "uniquely Richmond" approach to planning and development.

Island City



Richmond's location, where the Fraser River meets the Pacific Ocean, shapes our landscape, economy, culture and identity. Protecting and enjoying our environmentally sensitive shoreline is a priority, including 49 kilometers of perimeter dikes that provide recreational trails and keep our low-lying islands safe from flooding and projected sea level rise.

Cultivating Food Security

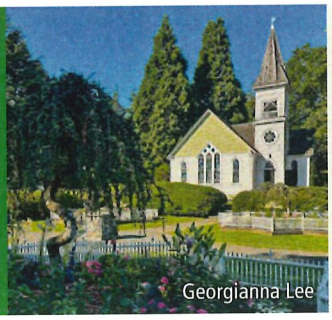


With nearly 39% of Richmond's land base within the Agricultural Land Reserve (ALR), The City prioritizes protection of its fertile soils and promotes local food security and production including cranberries, which account for nearly 30% of the province's total cranberry acreage.

United by Arts and Culture

Richmond is among the most multi-cultural communities in the country with more than 65% of residents identifying as racialized. This vibrant and rich diversity of people and culture is embraced and celebrated through our world-renown food scene, festivals, architecture, business and arts.

Honoring Our Past, Celebrating Our Present and Shaping Our Future



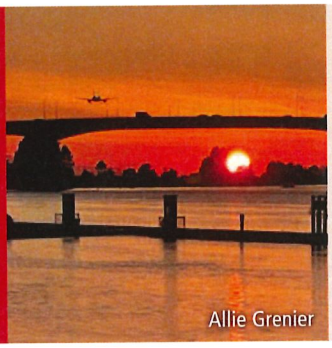
Heritage buildings, museums and places like Steveston Village and the Gulf of Georgia Cannery National Heritage Site preserve our collective memory of a culturally diverse history. Our heritage fosters community pride, supports tourism, and provides important lessons for our future.

Striving for a Sustainable Future

Heather McEachern

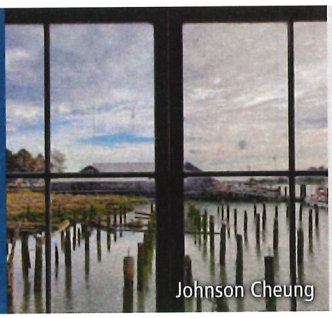
Richmond is striving to achieve net zero emissions by 2050. Our district energy utility reduces greenhouse gas (GHG) emissions with smart, low-carbon approaches to heat and cool buildings. Proactive adoption of the BC Energy Step Code makes us leaders in energy efficiency compliance paths. Expanding our urban forest and protecting ecological assets contributes to a healthy, resilient, sustainable future. Richmond is also championing a circular city approach that aims to minimize waste by keeping products, components, and materials in use for as long as possible.

Connections Shape the City


Allie Grenier

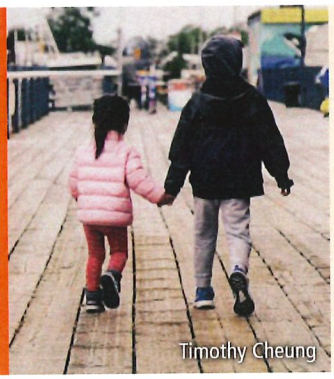
In 2024, the Vancouver International Airport (YVR) served 26.2 million passengers - the airport's second-best annual total ever. As home to YVR, port operations – including Canada's largest small-craft commercial fishing port – and Canada Line, Richmond serves as an international and regional hub moving people and products, connecting our city to local, regional, and international markets, and creating jobs and vibrant economy.

Unique Places to Discover and Experiences to Embrace


Johnson Cheung

Richmond offers residents and visitors from near and far a wide array of experiences and things to enjoy. Visit a working fishing village, go whale watching or check out the birds following the Pacific Flyway, experience the thrill of high-performance sports at the Olympic Oval, or indulge in world-class cuisine and North America's largest night market, just to name a few.

Building a Healthy Community


Timothy Cheung

With over 870 hectares (2,150 acres) of parks, including 136 kilometers of trails, 87 kilometers of cycling routes, and a wide range of community and recreation facilities, Richmond's public spaces embody a commitment to physical and mental well-being. This commitment is evident in Richmond's consistently high life expectancy and its recognition by the ParticipACTION Community Challenge as the most active community in BC (2022, 2024) and Canada (2025).

Photographs of Themes Shaping Richmond were contributed through the ***OCP Get Snapping*** community engagement event. Thank you to everyone who participated!

While the City is required to update its OCP to provide for greater housing capacity and more multi-family development, this is not enough to make development happen or ensure a good "fit" with the local community.

To help address this, the 2050 OCP includes land use strategies to:

- Direct growth where people want to live and away from lands needed for agriculture, jobs and nature;
- Promote compact, transit-oriented development; and
- Optimize community benefits.

1.2 Provincial Housing Legislation

Changes to provincial housing legislation aimed at advancing the Province's Homes for People Action Plan have had a transformative impact on land use planning across British Columbia and are reflected in the 2050 OCP. In Richmond, the provincial housing legislation increased the city's capacity for new housing by approximately 95,000 dwelling units, requiring the City to initiate the following in June 2024:

- Rezone approximately 27,000 single-family and duplex-zoned lots for Small-Scale Multi-Unit Housing (SSMUH), permitting up to three, four or six dwelling units per lot depending on lot size and proximity to frequent transit service; and
- Designate those portions of City Centre situated within 800 m of the Capstan, Lansdowne and Brighouse Canada Line stations as Transit-Oriented Areas (TOA), permitting high density, residential and mixed-use development subject to minimum specific densities (i.e., 5.0, 4.0 and 3.0 floor area ratio) and heights (i.e., 15, 12 and eight storeys) according to proximity to a station.

In addition, Richmond is required to demonstrate that it can accommodate its projected housing needs to 2041, as determined through its 2024 Interim Housing Needs Report (IHNR). The Report, which was prepared in compliance with provincial requirements, estimates that Richmond will need to build 52,000 new homes between 2021 and 2041. Achieving this target will require an average of 2,600 new dwellings annually to meet the needs of new and existing residents, which is 31% faster than the last 10 years (i.e., 1,980 units annually.)

As a result of the Province's Small-Scale Multi-Unit Housing (SSMUH) and Transit-Oriented Areas (TOA) legislation, Richmond's 2050 OCP Land Use Map includes capacity for more than twice the city's estimated 2021-2041 housing needs.

With the aim of building better housing, not just more housing, Richmond's 2050 OCP encourages measures to support increased affordability and build the right housing in the right place for more residents.

1.3 Today's Planning Challenges

In addition to the challenges posed by recent provincial legislation, the 2050 OCP must address other important planning challenges.

	Planning Challenges
HOUSING AFFORDABILITY	Housing costs have risen faster than incomes. Between 2006 and 2021, median before tax income for homeowners increased by 22%, while the cost to buy a home rose 116%. For the same period, renter income increased by 41%, while rents rose 77%. (Canada Census) The challenge is greatest for lower income households and made worse by inadequate senior government investment in affordable housing.
CHANGING DEMOGRAPHICS	Richmond's fastest growing demographics are seniors 55+ years and adults aged 25-40 years. The diverse needs of these groups, together with persons with disabilities and other residents, can be well supported by compact, walkable community development that provides diverse housing options in proximity to transit, shops, services, jobs, child care and other amenities.
UNBALANCED GROWTH	Since 2013, almost 70% of new housing has gone into the downtown, most of it in concrete high-rises. Provincial Transit-Oriented Areas (TOA) legislation will further intensify downtown growth, while suburban areas remain largely unchanged. This situation can make it hard to find the right housing in the right place at the right price – particularly as residents age or household needs change.
DEVELOPMENT PRESSURES	Rapid growth increases development pressures on natural areas, existing housing stock and lands needed for jobs and agriculture. The outcomes are broad and include escalating housing costs, loss of older rental housing, increased invasive species and fragmentation of ecological networks, and displacement of non-profit organizations that support equity-deserving groups.
CAR DEPENDENCY	Outside City Centre, only 28% of residents live within a 5- to 10-minute walk (400+ m) of frequent transit. Continued car dependency contributes to environmental and ecological degradation, more greenhouse gas (GHG) emissions, reduced physical activity and human health, and less equity, inclusiveness and social connections arising from dispersed land uses that can make it difficult and expensive for people to access the services, jobs and other things they need.
CLIMATE CHANGE	As the frequency and intensity of weather events, flooding and heat increase, municipalities like Richmond are increasingly at the forefront of complex climate-related and future-proofing decision-making, including environmental protection, advocating for high-performance standards for new and retrofit construction, and building climate-resilient transit-oriented communities.

38,000+ people reached

1.4 Participation by the Numbers

Between June 2024 and July 2025, Richmond undertook public engagement across three interconnected planning initiatives, including provincial legislation concerning Small-Scale Multi-Unit Housing (SSMUH) and Transit-Oriented Areas (TOA) and the City's targeted update of Richmond's OCP. Through this process, the City connected with thousands of residents and interest groups. We thank everyone who participated for helping to shape the future of Richmond.

24 open houses and pop-ups

3,740+ attendees and interactions via the open houses and pop-ups

3 online surveys

550+ pieces of feedback from survey responses, emails and online submissions

23 meetings and workshops with committees and community groups

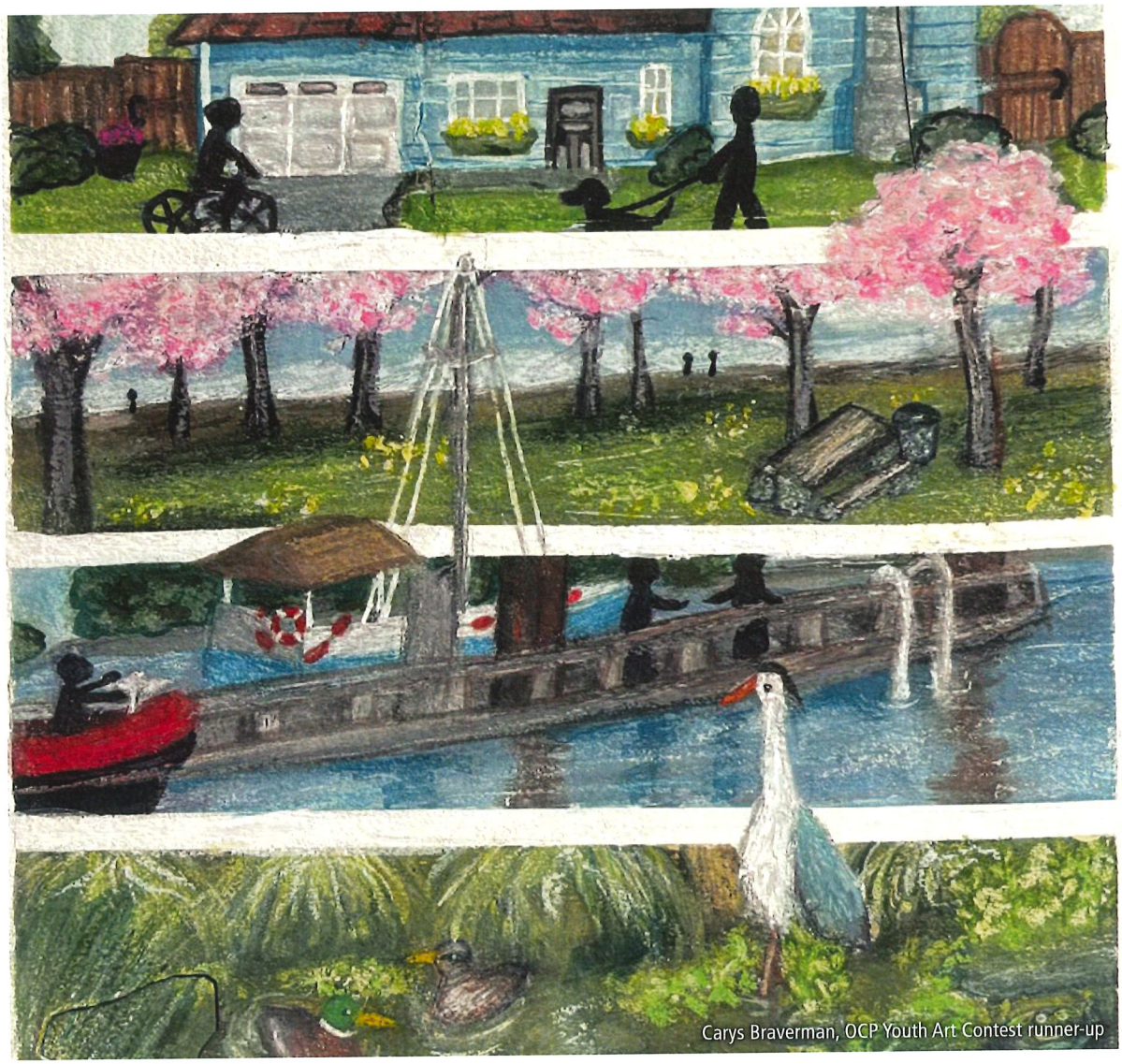
Outreach and promotion took place through various channels such as news releases, City-e newsletters, Richmond Sentinel online newspaper ads, social media posts, posters at civic centres, bus shelter ads and emails to interest groups.

1.5 Moving Towards 2050

The 2041 OCP (adopted in 2012) established a broad vision with an emphasis on vibrant neighbourhoods, a resilient economy, enhanced recreation and social development, environmental protection, and promoting arts, culture and heritage. That vision continues to ring true today and guides the 2050 OCP update.

Growth Management Framework

To address today's challenges and support the OCP vision, the 2050 OCP includes a growth management framework guided by three planning principles and four goals.



Carys Braverman, OCP Youth Art Contest runner-up

Richmond's 2050 OCP Vision

A sustainable and healthy island city that meets the needs of the present without compromising the ability of future generations to meet their own needs. It is a place where people live, work, and prosper in a welcoming, connected, accessible and vibrant community. In Richmond, the health of the people and the health of the eco-system are sustained through community participation and long-term economic, social and environmental well-being.

Planning Principles

1. **Optimize planning outcomes** by maximizing transparency and leveraging development to increase community buy-in, reduce land speculation, and deliver community needs.
2. **Rebalance growth between inside and outside City Centre** to support downtown vibrancy and viability, while encouraging suburban areas to transition to become more walkable and complete, transit-oriented communities.
3. **Build a connected network of complete communities** that enable at least 90% of residents to live within a 20-minute walk or roll (1.6 km or less) of a mixed-use, transit-oriented village that meets their daily needs, contributes to less car use and reduces development pressures on lands needed for ecological health, agriculture and long-term economic viability.

OCP Goals

1. **Build better housing:** Make Richmond a place where housing development delivers innovative, purpose-driven solutions that contribute to housing affordability and diversity, and equitable, resilient neighbourhoods.
2. **Build a more equitable community:** Advance equity and foster social inclusion and belonging by ensuring equitable access to resources and services, creating an accessible and inclusive built environment, and enhancing opportunities for all residents to participate in community decision-making.
3. **Strengthen Richmond's climate response:** Mitigate climate change and advance sustainable land use objectives by building compact, complete and connected communities that have the capacity and resources to respond and be resilient to the impact of a changing climate
4. **Enhance Richmond's island ecology:** Protect and enhance the ecological health and resiliency of Richmond's natural environment by restoring disturbed ecosystems, connecting fragmented natural assets and working to create a more biodiverse ecological landscape.

The growth management framework balances objectives for increased housing supply and provincial housing legislation with objectives for greater housing affordability and choice, livability and sustainability for residents today and future generations.

The Right Growth in the Right Place

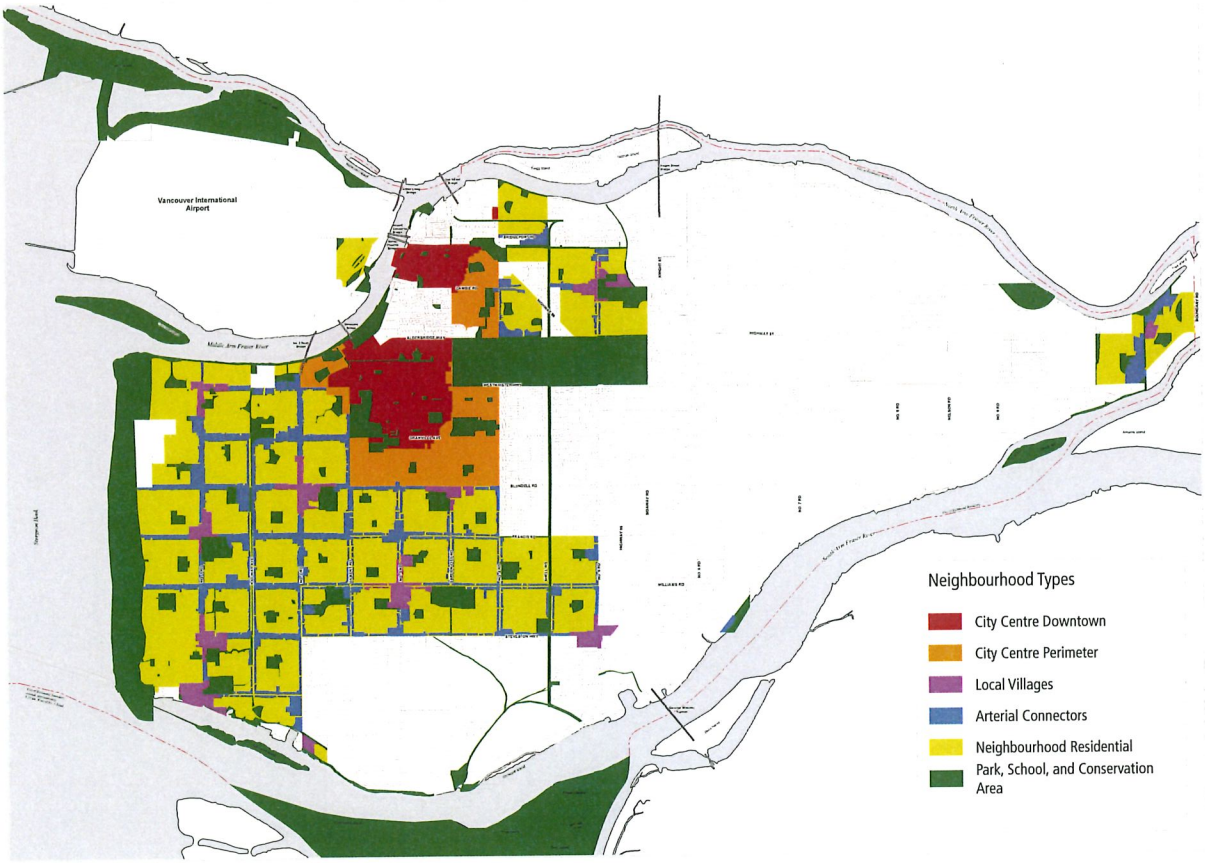
To protect and enhance the characteristics that make Richmond an attractive place to live, work, learn and play, the 2050 OCP includes a growth management framework that focuses on opportunities to increase housing supply, choices and associated affordability in locations where residential growth can best contribute towards a more complete, transit-oriented community.

Key elements of the framework include:

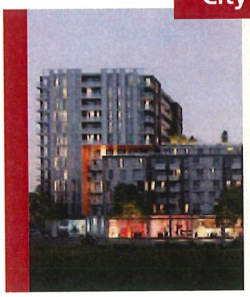
- Application of a compact, transit-oriented village planning approach;
- New mixed-use neighbourhood types;
- A form-based development approach to provide transparency and incentivize improved community outcomes;
- Greater housing options to meet the needs of diverse households; and
- Actionable Richmond-specific policies to address today's challenges.

Defining New Neighbourhood Types

The 2050 OCP encourages a variety of walkable neighbourhood types supportive of diverse households and housing options.



City Centre Downtown



Where: Inside City Centre within a 10-minute walk or roll (800 m) of the Capstan, Lansdowne and Brighouse Canada Line stations (subject to Transit Oriented Areas, TOA, legislation)

What: High density, mid- and high-rise, mixed-use development with diverse housing options (including rental)

Why: To support a vibrant downtown and the City Centre's role as a regional urban centre balancing population, jobs and quality of life

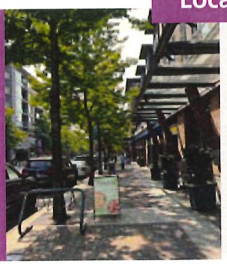
City Centre Perimeter

Where: Inside City Centre (excluding designated Transit-Oriented Areas, TOA)

What: Walkable, transit-oriented, predominantly low-rise, mixed-use villages (e.g., Oval, Alexandra), special amenities (e.g., Richmond Olympic Oval), jobs and diverse housing options (including rental)

Why: To provide a diversity of medium-density villages and housing options as a transition between the high-density City Centre Downtown and lower density suburbs

Local Villages

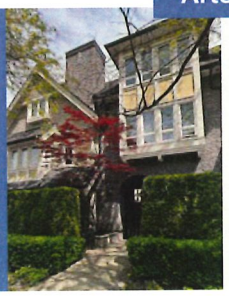


Where: Outside City Centre (along arterial roads) within a 5-minute walk or roll (400 m) of existing shopping areas

What: Walkable, transit-oriented, mixed-use areas with low-rise apartments and townhouses (including rental housing), shops, healthy food stores, amenities and jobs

Why: To establish community hubs supporting more compact, inclusive, transit-oriented suburban neighbourhoods, more housing choices and reduced car dependency

Arterial Connectors



Where: Outside City Centre (along arterial roads) more than a 5-minute walk or roll (400 m) from an existing shopping area

What: Transit-oriented townhouses, row houses and low-rise apartments (including rental housing), together with local-serving amenities and commercial uses (e.g., corner stores)

Why: To support family-friendly housing near transit and amenities with more affordable home ownership options and mortgage-helpers

Neighbourhood Residential

Where: Outside City Centre (NOT along arterial roads)

What: Walkable, ground-oriented neighbourhoods with house-scale single, multiple and infill dwellings, pockets of townhouses and low-rise apartments (including rental housing) and local-serving amenities

Why: To support the gentle densification of traditional single-family neighbourhoods with housing that respects local character, increases choice, and helps reduce car dependency

Making It Happen

The growth management framework looks ahead to how the City can accommodate growth, while staying true to its goal of becoming more sustainable, inclusive and complete. Jurisdictions with demonstrated success, especially in the context of an expensive or volatile housing market, generally rely on clear development parameters (e.g., use, density, location, built form) that help reduce risk, increase public support and streamline development. The growth management framework identifies three levers to encourage the right growth in right place, encourage investment, and optimize positive community outcomes.

Leverage Private Development

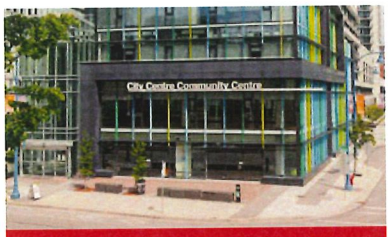
Facilitate private developers and others to deliver more housing and complete, resilient, equitable communities where new and existing residents need them most via land use policies that **set clear expectations and reduce risk, time, cost and speculation.**

1

What is success?

We build MORE:

- Housing supply and options
- Walkable, transit-oriented villages
- Appealing ways to move without a car
- Green buildings and infrastructure



Leverage City Resources

Incentivize private developers and others to deliver better affordability, equity, accessibility, resiliency and ecological function via land use policies that **encourage higher development standards and improved outcomes.**

2

What is success?

We build BETTER:

- Housing that meets diverse needs that more people can afford
- Communities with housing, heathy food, jobs, amenities and transit for everyone
- Public and private places and spaces that are low-carbon, climate-resilient, connected, and biodiverse

Leverage Partnerships

Remove barriers to government, non-profit and other investment in those people, places and spaces that are most in need via land use policies that **prioritize enhanced affordability, equity and sustainability outcomes.**

3

What is success?

We build BEST with:

- More government and non-profit investment in housing for low-income households
- Engaged residents and others, including diverse and seldom-heard voices
- A culture of climate resiliency and environmental stewardship

1.6 Projected Growth to 2050

Since the last OCP was adopted in 2012, Richmond has grown significantly and this growth is expected to continue through 2050 and beyond. The updated OCP responds to recent trends and projections for population, housing, and employment.

Below is a snapshot of key trends and projections. Sources include Statistics Canada, Census, Metro Vancouver, and the National Household Survey (NHS).

1. Richmond's Population

FIGURE 1.A POPULATION GROWTH

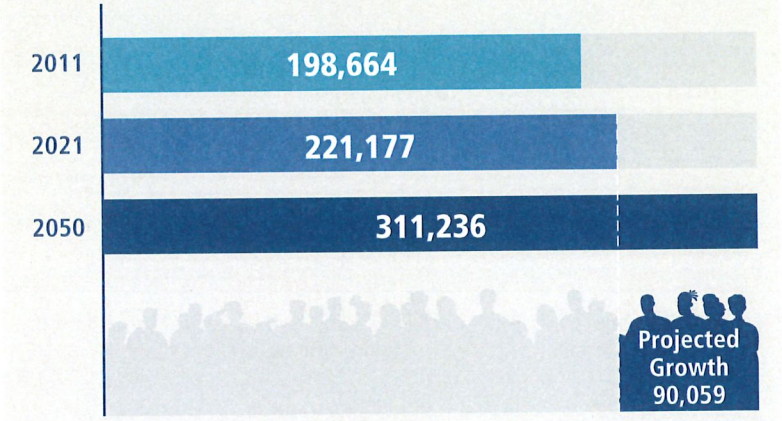


FIGURE 1.B AGE CHANGES

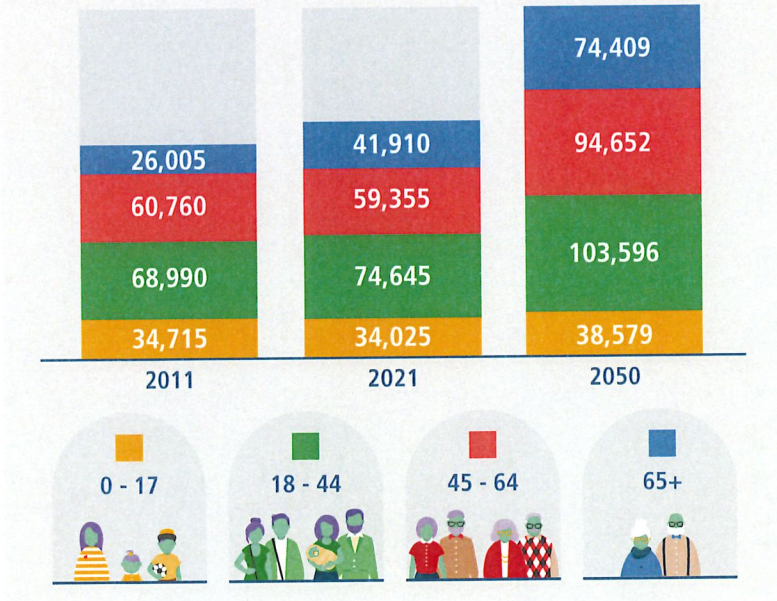
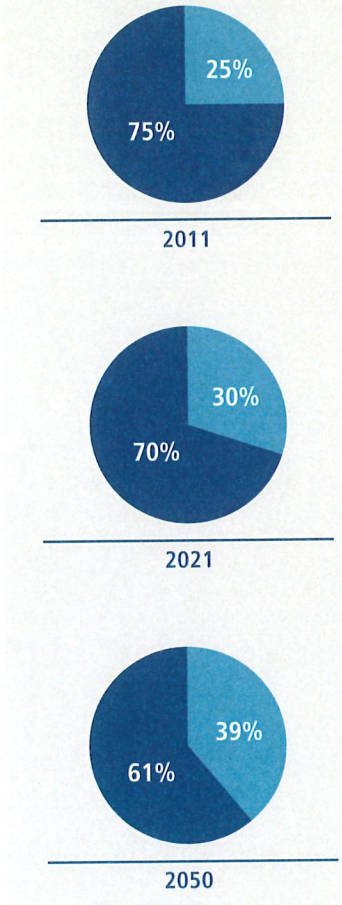


FIGURE 1.C PROPORTION OF POPULATION IN CITY CENTRE



2. Richmond's Housing

FIGURE 2.A DWELLING UNIT GROWTH

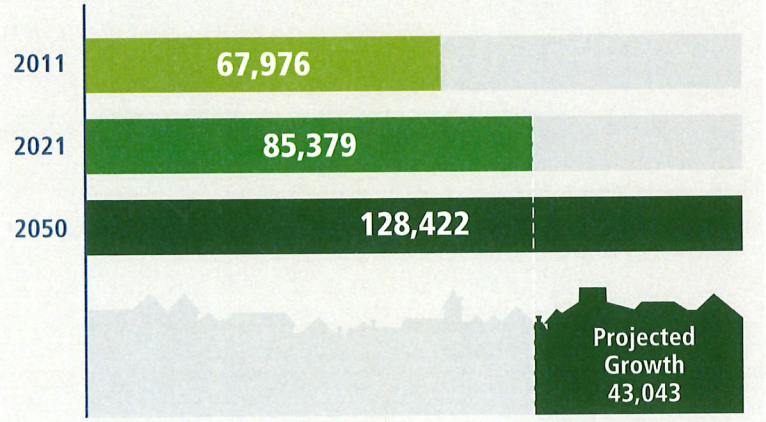


FIGURE 2.B AVERAGE HOUSEHOLD SIZE

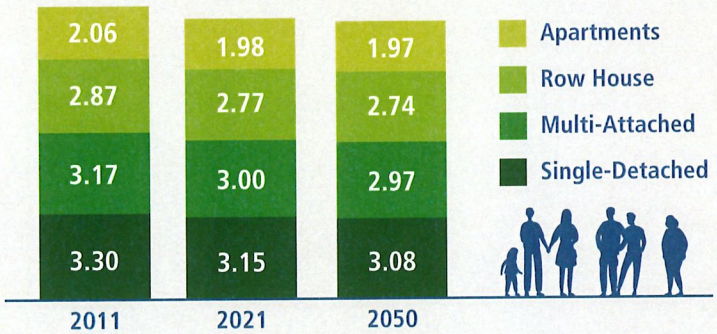


FIGURE 2.C PROPORTION OF DWELLING UNITS BY STRUCTURE TYPE

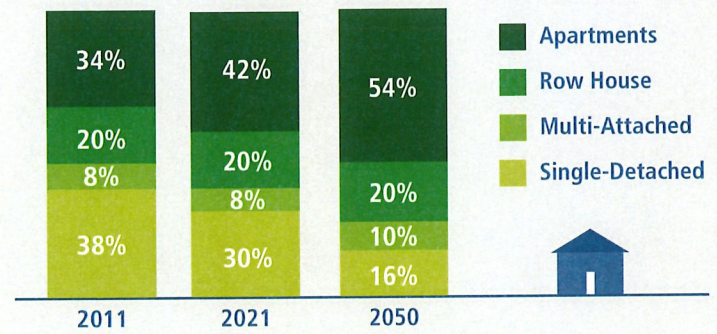


FIGURE 2.D PROPORTION OF DWELLING UNITS IN CITY CENTRE

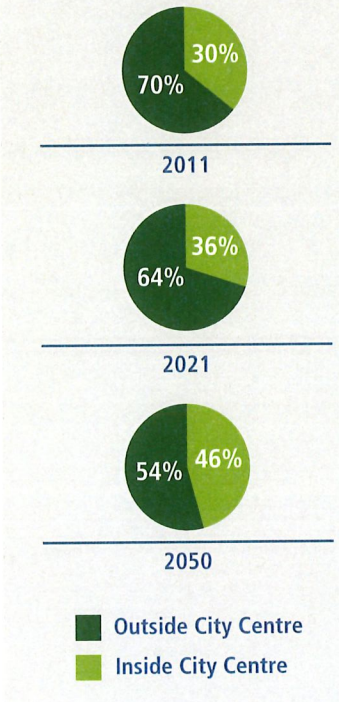
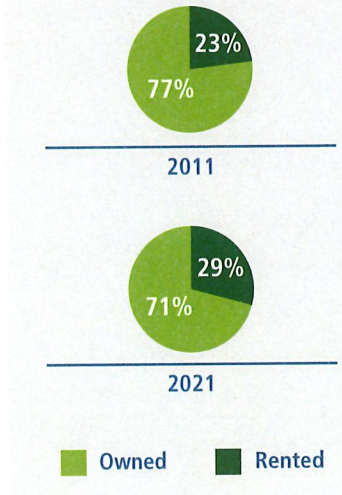


FIGURE 2.E PROPORTION OF HOUSEHOLDS THAT OWN THEIR HOME



3. Richmond's Employment

FIGURE 3.A NUMBER OF JOBS IN RICHMOND (2021 CENSUS)

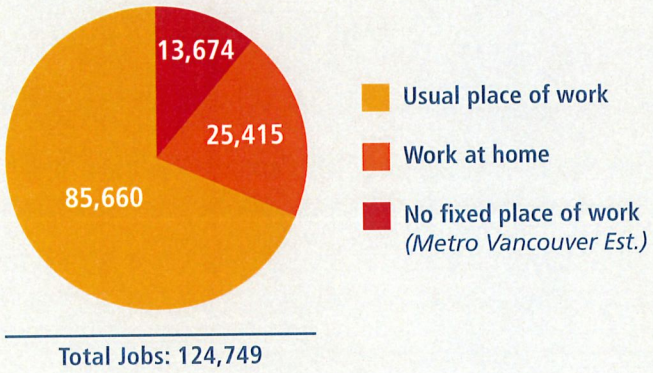
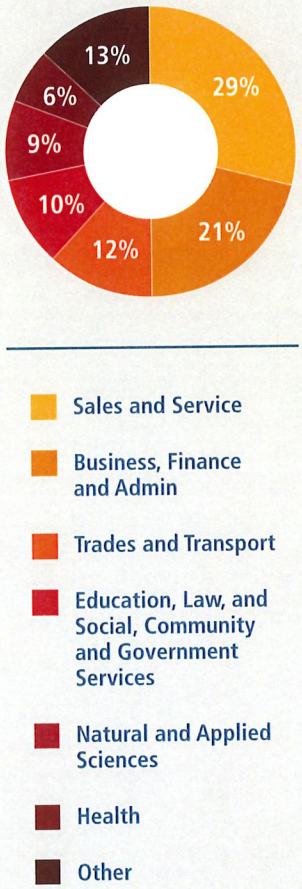
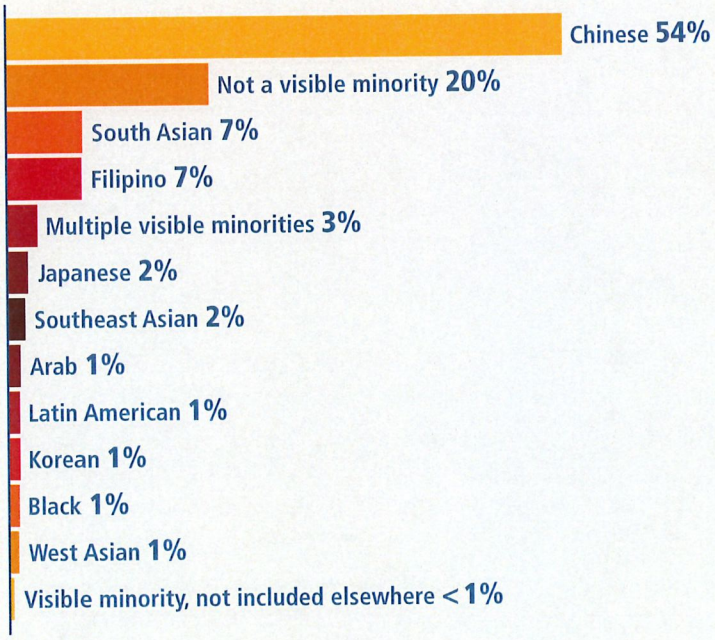


FIGURE 3.B JOBS BY SECTOR (2021)



4. Richmond's Diversity

FIGURE 4.A VISIBLE MINORITIES (2021)



Sources: Statistics Canada, Census, Metro Vancouver, NHS

1.7 Reconciliation in Richmond

Reconciliation is essential to build respectful relationships and collaborative partnerships with local First Nations and urban Indigenous communities in and around Richmond. The City recognizes that the process of reconciliation requires a long-term commitment to renew and develop relationships with Indigenous Peoples.

The City of Richmond is committed to building and maintaining positive and respectful relationships with individual First Nations to advance reconciliation between Indigenous and non-Indigenous people.

Artwork: Thomas Cannell, Sea to Sky, 2021

Artwork: James Harry, Seven Generations, 2019

Emily Du, OCP Youth Art Contest, second place winner

1.8 Emerging Trends and Technologies

Richmond's long-term growth and development will be shaped by global, national and regional trends, and technological innovations that influence how people live, work, move and play. Shifts in trade, demographics, climate and technology are impacting land use, infrastructure, and community needs. The City must recognize these trends and anticipate how they may affect Richmond if planning is to remain relevant and proactive.

Today's notable trends can be organized into three groups:

Protect and future-proof Richmond's land base

As Richmond grows, land use decision-making needs to protect the community's limited land base and ensure it remains flexible and adaptable to future social, economic, and environmental needs.

Intensify City-owned lands

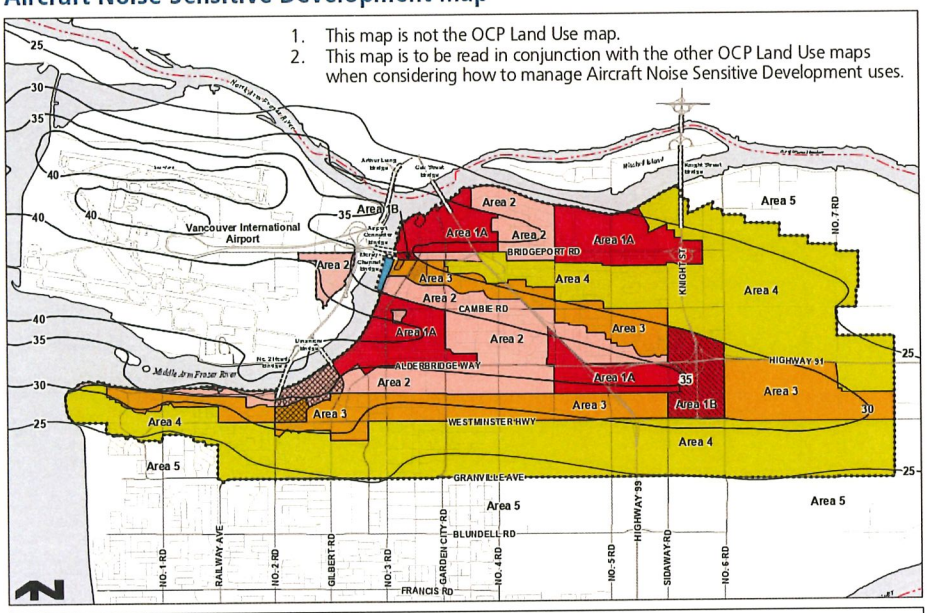
Apply a holistic approach to the management of City land, roads and parks so that these assets serve a variety of community needs and contribute to a more efficient and resilient urban environment.

Promote compact, transit-oriented growth

Foster connected, resilient and inclusive communities where people want to live, work, play and belong.

	Emerging Trends and Technologies	
	What's happening?	**What should Richmond do?**
GEOPOLITICAL	**Shifting global trade patterns** and policies are impacting supply chains, labour markets, and the location of commerce and industry.	Protect a **strategic land supply** that can be adapted to meet the changing needs of commerce and industry.
	Unpredictable immigration rates are hampering population and employment projections.	**Be prepared to adapt** to fluctuating demands for housing, infrastructure and services.
ECONOMIC	**Growth of e-commerce** is driving the expansion of logistics and delivery services, and impacting traditional retail.	**Integrate goods movement** into road and curb management. **Support valued retail areas** with more customers and foot traffic.
	Evolving technologies and markets are driving new industries, services and high-paying jobs (e.g., clean tech, circular economy).	Maintain a diverse **land supply for business and industry**, including transit-oriented, amenity-rich locations appealing to tech.
SOCIAL	**Aging population and growing number of people with disabilities** are driving demand for accessible housing and access to a range of services.	**Promote age-friendly and accessible** housing and neighbourhoods in proximity to daily needs, including health and social services.
	Changing demographics and cost are driving demand for a wider variety of housing including smaller and adaptable dwellings (e.g., multi-generational housing).	**Increase housing options** across the city, particularly including smaller, adaptable and less expensive units.
ENVIRONMENTAL	**Climate change mitigation** demands continued reductions in community greenhouse gas (GHG) emissions and more circular, efficient use of materials.	Promote **compact, transit-oriented growth**, active mobility and high-performance buildings using circular design and low-carbon materials.
	Climate adaptation is becoming urgent, driven by sea-level rise and increased extreme weather events.	Integrate **enhanced resilient design** standards into all new and retrofit construction.
TECHNOLOGICAL	**Artificial intelligence (AI)** is rapidly transforming data systems, operations and management across all industries.	Apply AI to support data-driven decision making, increase City capacity and **streamline development** processes.
	Autonomous vehicles (personal and commercial) will change mobility patterns, including parking demands and curbside management.	Pursue opportunities to **free up space within the public realm** to support active mobility and enhance pedestrian activities.

Aircraft Noise Sensitive Development Map



Aircraft Noise Sensitive Development (ANSD) Policy Areas (see Aircraft Noise Sensitive Development Policy Table)

No New Aircraft Noise Sensitive Land Uses:

AREA 1A
New Aircraft Noise Sensitive Land Use Prohibited

AREA 1B
New Residential Land Uses Prohibited

Areas where Aircraft Noise Sensitive Land Uses may be considered: subject to Aircraft Noise Mitigation Requirements

AREA 2
All Aircraft Noise Sensitive Land Uses (except new single family) may be considered (see Table for exceptions)

AREA 3
All Aircraft Noise Sensitive Land Use types may be considered

AREA 4
All Aircraft Noise Sensitive Land Use types may be considered

No Aircraft Noise Mitigation Requirements

AREA 5
All Aircraft Noise Sensitive Land Use types may be considered

Objective: Current rezoning may proceed prior to Area Plan updates, based on the formula:
- Residential use: Up to 2/3 of the buildable square feet (BSF);
- Non-residential use: The remaining BSF (e.g., 1/3)

Objective: To support the 2010 Olympic Speed Skating Oval:
- Residential use: Up to 2/3 of the buildable square feet (BSF);
- Non-residential use: The remaining BSF (e.g., 1/3)

On Fraser River Above 30 NEF Residential (e.g. house boats) may be considered

2015 Noise Exposer Forecast (NEF) Contours

Extent of Aircraft Noise Insulation

3.0 Neighbourhoods and Housing

Elina Khong, OCP Youth Art Contest, runner up

Elina Khong, OCP Youth Art Contest, runner-up

3.0 Neighbourhoods and Housing

Overview

Richmond's safe, healthy and amenity rich neighbourhoods make it a highly desirable place to live, work, learn and play. However, for many households the costs of living in the city have risen faster than income, particularly housing and transportation. Others are challenged to find the right type of housing in the right place as they age or their needs change. Factors affecting housing affordability and choice are dynamic, complex and vary over time. The economy, rising construction costs, the availability of skilled trades, senior government policies and funding, household needs, and development regulations are just a few.

The Province's *Homes for People Action Plan* aims to address housing challenges by delivering more homes faster. Municipalities must update their Official Community Plans (OCP) by December 31, 2025, to align with the findings of their 2024 Interim Housing Needs Report. Richmond's 2024 Report projects that the city will need to grow by 52,000 new dwellings between 2021 and 2041, which is 31% faster than the previous 10 years (i.e., 2,600 versus 1,980 units annually). The OCP aims to direct growth to deliver increased housing supply, choice and affordability, and support a more inclusive, livable and resilient community with a transit-oriented framework that encourages new housing where people want to live and promotes measures that make it easier and faster to build.

To address Richmond's housing challenges, a goal of the 2050 OCP is to:

Make Richmond a place where housing development delivers innovative, purpose-driven solutions that contribute to housing affordability and diversity, and equitable, resilient neighbourhoods.

3.0 Neighbourhoods and Housing

Purpose-driven solutions for delivering permanent housing in Richmond[1]

	3.1 Build Better Neighbourhoods		3.2 Build Better Housing		
Objectives	**1.** Build a transit-oriented village framework	**2.** Build five complementary Neighbourhood Types	**1.** Build more housing for new and existing residents	**2.** Build more market-driven housing that more people can afford	**3.** Build more below-market and non-market housing through effective partnerships
2050 Targets	Ensure 90% of Richmond residents live no more than a 20-minute walk or roll (1.6 km) of a transit village supporting residents' daily needs.	Rebalance growth 50-50 inside and outside City Centre with appealing, accessible transit-oriented neighbourhood development.	Build approximately 52,000 new homes in key areas by 2041 and more beyond, as prescribed in Richmond's 2024 Interim Housing Needs Report.	Achieve a 3% vacancy rate for rental housing, as prescribed in Richmond's 2024 Interim Housing Needs Report.	Build approximately 6,000 below-market and non-market homes by 2041 and more beyond, as prescribed in Richmond's 2024 Interim Housing Needs Report.
Policies	a. Encourage growth in preferred places	a. Promote a vibrant, high density City Centre Downtown	a. Increase supply and variety	a. Preserve rental	a. Embed flexibility
	b. Promote conveniently compact communities	b. Support a mosaic of distinct City Centre Perimeter neighbourhoods	b. Maintain livability	b. Prioritize rental	b. Prepare for development
	c. Encourage comfortably connected places and spaces	c. Establish local Villages as essential community hubs	c. Incorporate accessibility	c. Build Market rental	c. Expand opportunities
	d. Support a healthy mix of uses	d. Promote green, transit-oriented Arterial Connectors	d. Streamline approvals	d. Build Low-end Market rental	d. Steward priority projects
	e. Adopt a form-based approach	e. Foster more inclusive Neighbourhood Residential areas	e. Lower costs	e. Increase options for middle-income households	e. Foster community support

(1) *Short-term accommodation options (e.g., emergency shelters, transitional housing) are addressed through other sections of the OCP, together with various other City strategies and plans.*

2050

Ensure 90% of Richmond residents live no more than a 20-minute walk or roll (1.6 km) of a transit village supporting residents' daily needs.

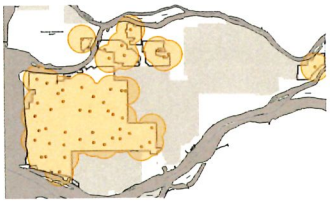
3.1 Build Better Neighbourhoods

Overview

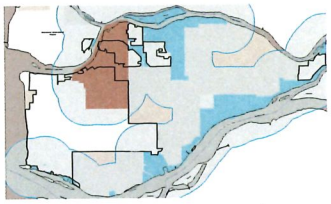
"Region-wide, nearly one-third of households spend more than 70% of their before-tax income on the two major and interrelated costs of housing and transportation." (*Transport 2050, TransLink*) This situation affects everyone, but lower income households are most affected because they have fewer housing options, particularly if they work in urban centres where housing is most expensive. Complete, transit-oriented communities help to address affordability and inequity by locating the everyday things people need like transit, jobs, amenities and shops within a short walk or roll of housing options suitable for diverse households and all stages of life. These walkable communities are more resilient and efficient to service, reduce greenhouse gas (GHG) emissions, and contribute to better health and social outcomes.

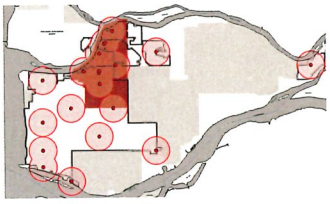
OBJECTIVE 1:
Build a transit-oriented village framework

Existing and planned parks


< 800 m to schools

< 800 m to City recreation facilities


< 800 m to employment


< 800 m to shopping

TransLink priority transit routes, Transport 2050

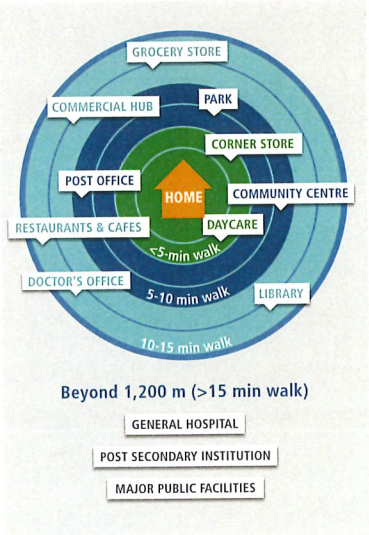
The purpose of a transit-oriented village framework is to guide growth towards a more compact community and its benefits, including:

- More housing supply and options for residents of all ages and abilities in the neighbourhoods they prefer;
- Economic viability due to more job opportunities and the proximity of local businesses to a larger, more diverse customer base;
- Improved public health from walking, biking and other forms of physical activity that contribute to better health outcomes;
- Greater community engagement due to more public spaces, uses and places that bring people together;
- Reduced transportation costs because walking, rolling, and shared mobility options are the most convenient choices for most short trips;
- A more resilient climate response, enhanced energy performance, and reduced greenhouse gas (GHG) emissions from cars;
- Lower per capita infrastructure costs and enhanced opportunities for green energy initiatives like district energy.

POLICIES:

a. Encourage growth in preferred places: Make new transit-oriented communities attractive by prioritizing proximity to the places where people want to live.

- Prioritize growth and new housing development in **high-amenity locations** close to:
  i. attractive, established neighbourhoods;
  ii. parks, schools, and amenities;
  iii. employment, co-working, and digital access spaces;
  iv. activity clusters including destination and daily shopping, personal services, grocery stores, offices (e.g., medical, dental), restaurants and entertainment.
- Promote growth and new housing development **near transit** where residents benefit from convenience and contribute to increased transit ridership, frequency and cost-effective service improvements, including:
  i. within a 10-minute walk (800 m) of Canada Line stations;
  ii. within easy walking distance of TransLink's planned major transit network improvements including south of City Centre along No. 3 Road (via Broadmoor), east of City Centre along Cambie Road (via East Cambie) and along Steveston Highway (via Minato and Ironwood);
  iii. along routes that can serve multiple destinations.

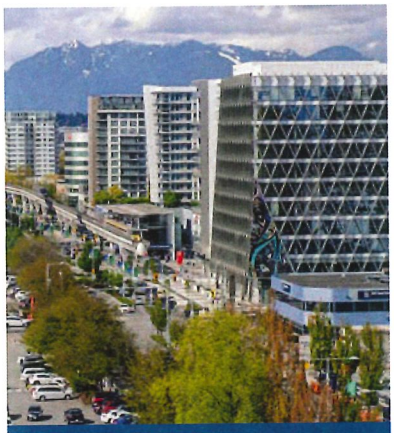


Based on *Complete Communities* from the Province of British Columbia

- Encourage growth and new housing development where they contribute to equitable, inclusive communities that **support residents of all abilities and economic situations through all stages of life** (e.g., singles, couples, families with children, multi-generational households, downsizers, seniors and others needing support).

b. Promote conveniently compact communities: Adopt a village approach that prioritizes the enhancement of existing activity clusters (e.g., shopping centres, transit stations) and their surroundings as walkable, mixed-use communities.

- Enhance the viability and attractiveness of existing activity clusters (e.g., shopping areas) by encouraging a **pedestrian-friendly shopping street (high streets) at the heart of each village**, together with transit, enhanced accessibility and mobility measures, amenities and increased housing supply and choice.
- Support diverse housing options for residents at all stages of life by **varying development intensity** from higher density, mixed-use development at the village centre (e.g., high street shops with apartments above) to lower intensity development (e.g., mid- and low-rise apartments, townhouses, detached dwellings) as the distance to the village centre increases.
- **Avoid one-size-fits-all** by scaling each village (e.g., form, character, intensity of development) to support its predominant role in Richmond as a local-serving, city-serving or regionally significant hub.



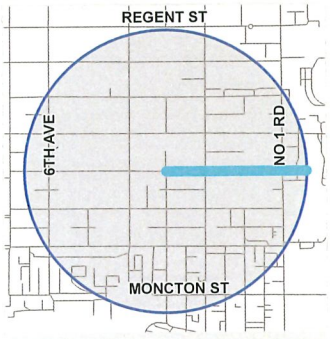
Canada Line Villages, with their significant jobs, shopping, education, housing, amenities and links to the airport and other municipalities, will play important local, city, and regional roles.

Outside downtown, villages may serve bigger or smaller roles based on factors such as proximity to significant jobs and priority transit corridors (e.g., future rapid bus routes).

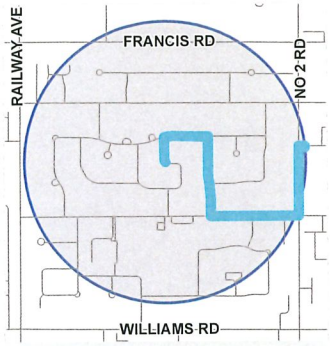
Local neighbourhoods and special precincts (e.g., hospital, university) may be supported by small activity nodes that put daily needs, transit and amenities close to home and work.

MAKE DISTANCES WALKABLE

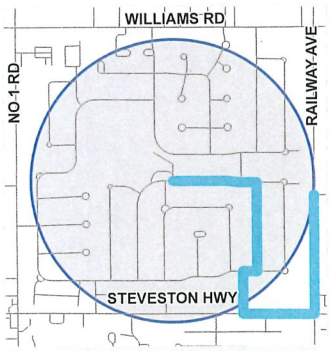
Richmond's street network affects walking distance. Travelling 400 m as the crow flies could be a quick 5-minute walk or three times that. Breaking up big blocks with trails will shorten trips and improve walkability.



5-minute walk or roll (400 m)



10-minute walk or roll (800 m)



15-minute walk or roll (1,200 m)

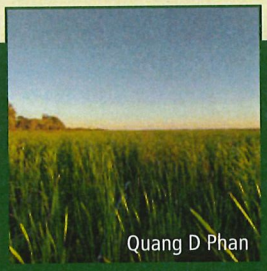
c. **Encourage comfortably connected places and spaces:** Make walking and rolling (e.g., bicycle, scooter, wheelchair) the preferred choices for most short trips, including getting to and from transit, for people of all ages and abilities.

- Incentivize large and small development to **break up big blocks** and shorten the distance to daily needs by walking and rolling (e.g., transit, shopping, jobs, parks, schools, amenities) with a dense network of walkways, trails, people-first streets, off-street bike paths and greenways.
- Increase safety and comfort for walking and rolling by:
  - i. discouraging unnecessary cross-neighbourhood motor-vehicle routes, employing traffic calming, and buffering walking/rolling from fast traffic (e.g., landscaped boulevards);
  - ii. providing a dense, connected network of sidewalks and controlled crossings with accessibility technology;
  - iii. enhancing visibility (e.g., street lighting, curb bulges).
- Enhance the **appeal of walking, rolling and transit** with:
  - i. accessible pedestrian-friendly streetscapes including, among other things, residential streets with attractively landscaped frontages, visible and welcoming front doors to individual dwellings, 24/7 activity, and village high streets with weather protection, a mix of restaurants and pedestrian-oriented shops, and generous display windows giving views to activities inside;
  - ii. a dense, multi-purpose blue-green-grey infrastructure network supporting active mobility, stormwater management, healthy ecological corridors for vegetation and wildlife, an enhanced tree canopy (i.e., for shade, reduced heat island effect, sense of well-being), and an attractive urban environment;
  - iii. large and small, multi-modal mobility hubs designed to seamlessly integrate multiple travel modes, barrier-free infrastructure, and placemaking strategies with the aim of supporting accessible pedestrian-oriented centres (e.g., village high streets) and helping to maximize first-to-last kilometre connectivity near Canada Line stations and transit hubs.

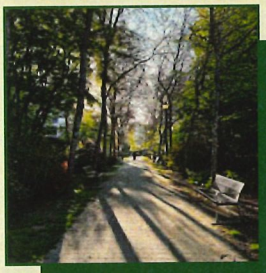
Blue-Green-Grey Network

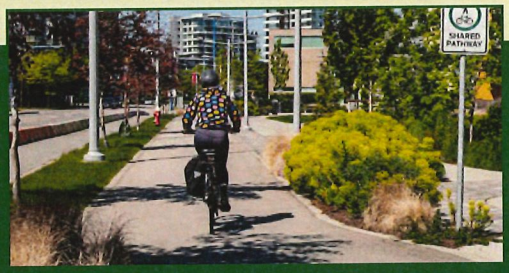
An integrated blue-green-grey network combines the reliability of conventional, engineered, "grey" infrastructure systems (e.g., roads, bike paths, sewers) alongside nature-based, "blue-green" solutions (e.g., bioswales, wetlands, tree canopy) to strengthen urban resilience, enhance access to high quality public open spaces, complement conventional park space, and contribute to healthier living.

An integrated blue-green-grey network approach is most effective when it is applied at all scales.



LARGE: Connecting people and natural assets across the city





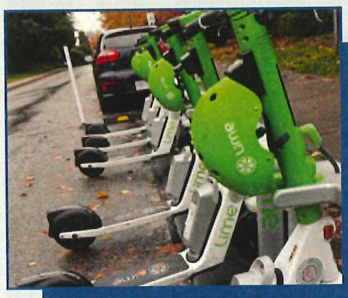
MEDIUM: Making connections at the village scale

SMALL: Making connections in your neighbourhood

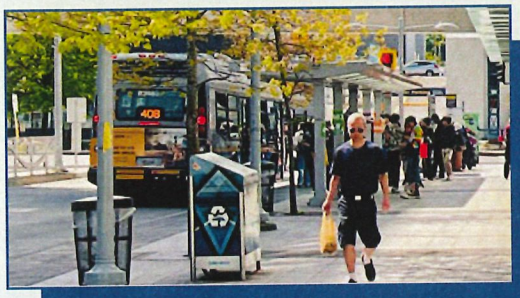
Mobility Hubs

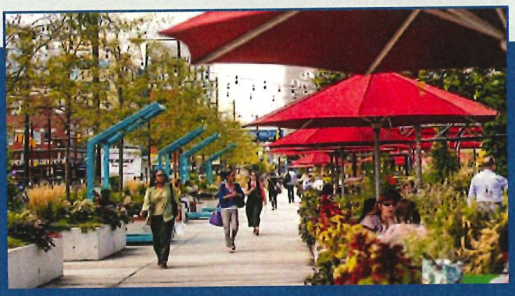
Mobility hubs are key crossroads that help bridge the gap between frequent transit and each person's origin and destination by clustering mobility services with housing, jobs, shopping and/or amenities.

Mobility hub designs and features may vary based on their location, user needs and opportunities.

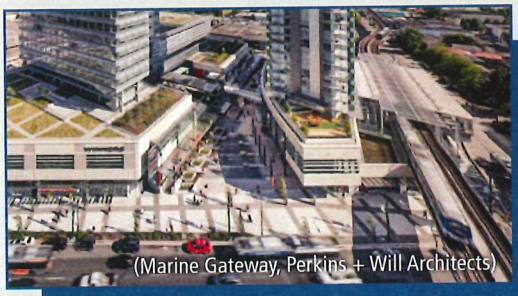


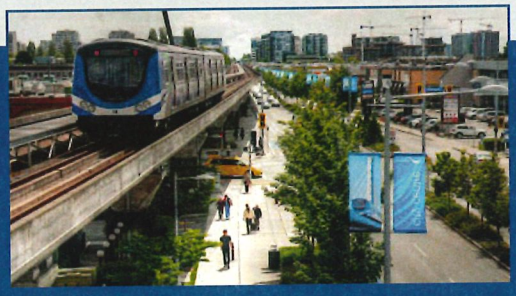
Neighbourhood hubs locate mobility services close to home





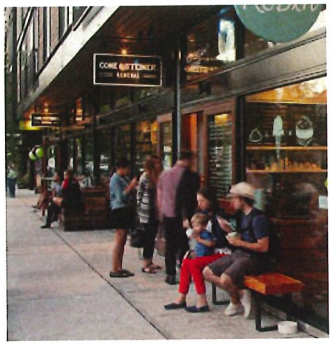
Village hubs co-locate mobility with shops, housing and jobs





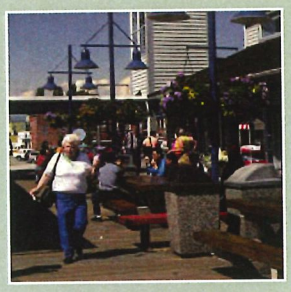
Canada Line-type hubs integrate mobility with high-density development.

Capacity for Growth: *Within City Centre, up to 50,000 residents may live within a 10-minute walk (800 m) of a Canada Line station. Outside City Centre, 10,000 or more residents may live within a 10-minute walk (800 m) of a village high street depending on each village's role as a focus for local residents or one that also supports significant jobs or regionally important uses (e.g., Oval Village).*



d. Support a healthy mix of uses: Incentivize a healthy, viable mix of land uses necessary to support residents and ensure the growth of livable, sustainable, inclusive and economically vibrant communities.

- Ensure an adequate **supply and diversity of commercial and complementary uses** (e.g., social services, recreation) to meet the needs of each village's residents and sustain the economic viability of local businesses and other employers.
  - i. Prioritize sufficient residential development within a 10- to 20-minute walk (800 m to 1600 m) of a village centre without displacing important pedestrian-oriented high street uses and other necessary non-residential activities.
  - ii. Prioritize high streets as animated, high-amenity, pedestrian-friendly areas at the heart of each village, scaled to take account of each location's intensity of development, character and role in Richmond (e.g., local, city-wide or regionally significant).
  - iii. Outside City Centre where existing commercial sites are subject to redevelopment (e.g., shopping centres, convenience plazas), encourage at least 1:1 replacement of existing commercial floor area to maintain residential proximity to necessary shops and services.
  - iv. Outside City Centre where large residential sites are subject to redevelopment (i.e., typically old, very low-density townhouse and apartment sites) and are more than a 10-minute walk (800 m) from a village high street and/or will create a large number of new dwelling units, encourage the development to provide neighbourhood-scale commercial and/or other uses (e.g., coffee shop, corner store, medical, dental, child care) to support walkability, meet the needs of new and existing residents close to home, and enhance the development's relationship with the neighbourhood.
  - v. Encourage commercial units of adequate size, proportion and features (e.g., loading) to meet local needs, support economic viability, and adapt to changing demands and trends, including, but not limited to, a typical unit depth of 18 m or more (typically no less than 9 m), larger units for grocery and other large-format stores, and flexible spaces suitable to a variety of uses (e.g., second floor space adaptable to office, medical/dental, education, social services, recreation).

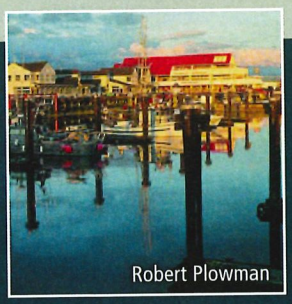


Pedestrian-Friendly High Streets

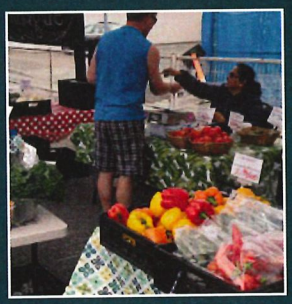
Village centres, whether they are served by rapid transit or buses, are focused on shopping areas in the form of high streets that serve residents' daily needs and bring people together to work, play, learn and connect.

As Richmond grows, its existing shopping areas will grow and change too. In City Centre, since the advent of Canada Line, shopping areas have become more diverse and pedestrian-focused, and traditional malls are reinventing themselves with outdoor shopping, housing and amenities.

Outside City Centre, apart from Steveston, car-oriented shopping centres are still the norm. Encouraging these areas to transition to become mixed-use villages with housing and pedestrian-friendly high streets will contribute to more lively, appealing village centres, increased foot traffic and retail viability, enhanced livability and sustainability, and stronger community identity.



Robert Plowman



Learning from Richmond's Favourite Village High Street

Steveston Village's heritage and location make it unique, but all successful high streets share key characteristics: appealing shopping and a public realm that encourage people to walk, linger and come back. This requires:

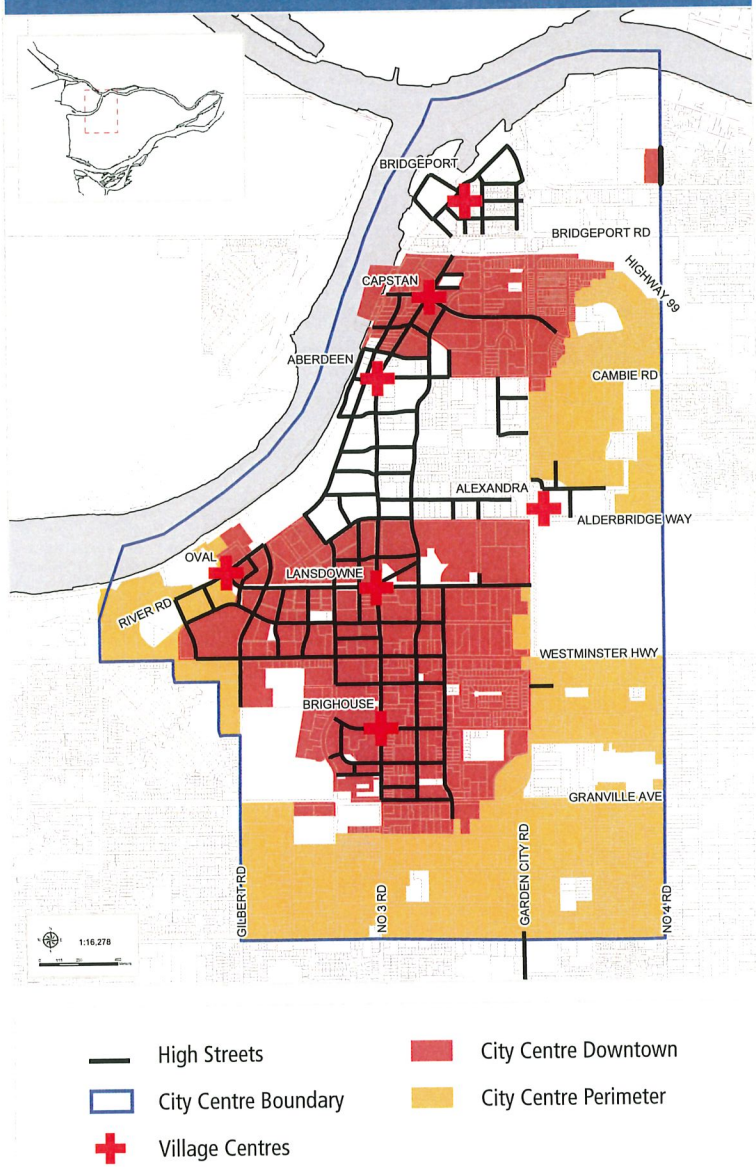
- diverse shops and restaurants, including the things that people need like healthy food markets and drug stores;
- shops and restaurants designed to encourage window shopping and animate the public realm (e.g., dining patios);
- shopping areas with narrow shop fronts (typically less than 10 m wide) usually stretching at least two blocks along both sides of the street (and further in people-dense areas) so there are lots of shops in each block and people – including local residents – are encouraged to explore;
- screening large-format stores behind smaller stores or locating them above the ground floor so they mitigate potential impacts to the street frontage (i.e., lack of pedestrian scale and animation);
- locating offices and other uses that do not animate the street frontage (e.g., uses requiring privacy) above the ground floor;
- providing weather protection for sun and rain, pedestrian-scale signage and lighting, public art, seating, street trees, and other public amenities.

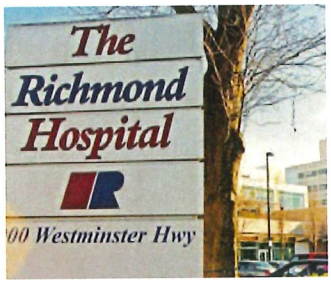
Planning Richmond's Village High Streets

Richmond's villages and their high streets will come in many shapes and sizes. Among them:

- Steveston Village's high street area, which covers many blocks, is the most advanced and the Steveston Area Plan sets a clear vision for its future.
- City Centre mixed-use villages, including Capstan, Lansdowne, Brighouse, Oval and Alexandra, are likewise subject to existing plans that guide growth. In response to recent provincial legislation that intensifies permitted development near the Canada Line, the City Centre's designated network of high streets is being expanded to meet increased need. Future study and public engagement will further refine high street planning.
- Outside City Centre, future study and public engagement are needed to plan for local villages, their high streets, and related community needs.

City Centre High Street Map

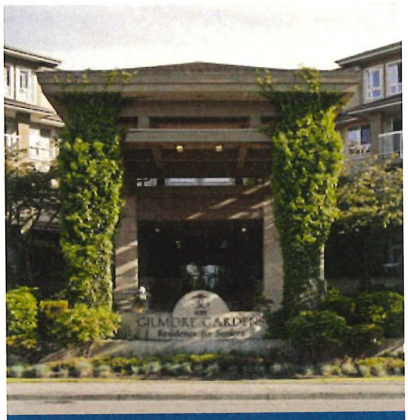




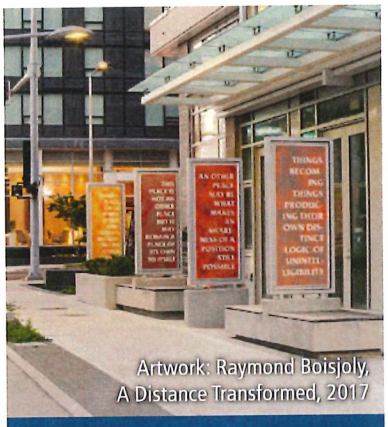
Kwantlen Polytechnic University, Chip Wilson School of Design

- Support **emerging roles and incremental change** in and around villages and neighbourhoods with the development of:
  i. special precincts (i.e., mixed-use villages or village-like clusters of residential and complementary non-residential uses and transit) in proximity to significant activity generators such as the hospital, Richmond Olympic Oval, and post-secondary institutions;
  ii. new nodes, ranging in size from a favourite coffee shop to a new village high street, where this addresses residential demand, proximity to employment, new amenities or transit hubs, or other factors.
- Support complete communities with **Complete Village Spaces** that help to deliver important equity- and resiliency-supporting uses and services (e.g., social purpose spaces) hand-in-hand with growth.
  i. Encourage Complete Village Spaces, in a form and character that respects local surroundings, **in all areas where housing is a principal use**.
  ii. Implement **development-finance tools** to fund specified growth-related amenities.
  iii. Incentivize **developer-funded construction** of Complete Village Spaces that do not benefit from other finance tools including, but not limited to, exploring opportunities for increased height and associated density bonusing in the vicinity of City Hall (i.e., over and above provincial minimum heights and densities for Transit-Oriented Areas).

In Canada Line villages (subject to Richmond's Transit-Oriented Areas bylaw), 4% of total floor area may be secured for Complete Village Spaces.



Across Richmond, sites with existing Complete Village Spaces (e.g., places of worship) may be intensified with the addition of housing or community-supporting uses.



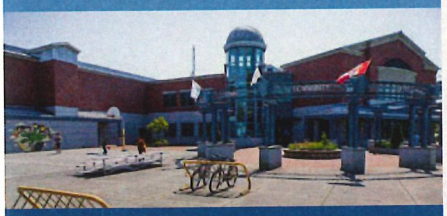
Artwork: Raymond Boisjoly, A Distance Transformed, 2017

Across Richmond, density bonusing will be used to secure Complete Village Spaces of all sizes.

Supporting Communities with Complete Village Spaces

Complete, walkable, transit-oriented communities need housing, jobs, shopping, and amenities, along with other uses and intangibles that contribute to equity and resilience, but are not associated with significant commercial benefit and, thus, are not readily provided by the market.

Policies supporting the delivery of Complete Village Spaces will help provide for those uses and intangibles with initiatives aimed at permitting, incentivizing, and financing public and private sector development.



Complete Village Space means an institution, facility or other space, which may be operated for profit or not for profit, for the provision of cultural, arts, healthcare, child care, adult day programs, social services, emergency shelter, government or public safety, and may include other uses or services necessary for community well-being and equity, as determined on a site-specific basis to the City's satisfaction.

A. Land Use Designations

- **Complete Village Spaces Overlay** designation may apply city-wide to sites with Complete Village Spaces (e.g., places of worship) to encourage the retention and enhancement of such uses with infill development where the Complete Village Spaces are secured, other uses are limited to those permitted by the Land Use Map, and the development complements and benefits the community to the City's satisfaction.
- **City Centre Downtown** designation, which applies to lands subject to Richmond's Transit-Oriented Areas bylaw (i.e., within 800 m of Capstan, Lansdowne and Brighouse Stations), within which area development may construct and secure 4% of total floor area as Complete Village Space, to the City's satisfaction (excluding projects where residential uses comprise rental housing only).

B. Density Bonuses (Voluntary)

- **Complete Village Space Bonus** may apply to all areas of Richmond where housing is a principal use (except Small-Scale Multi-Unit Housing sites) and permits bonus density (0.2 floor area ratio) comprising 50% market housing and 50% City-owned Complete Village Space (constructed and transferred to the City at no cost to the City).
- **Village Centre Bonus** may apply to specific City Centre locations on the Land Use Map, NOT subject to Richmond's Transit-Oriented Areas bylaw, and permits bonus density (1.0 floor area ratio) for non-residential uses provided that 5% is City-owned Complete Village Space (constructed and transferred to the City at no cost to the City) and the remainder includes, in part or in whole, uses needed for village viability (e.g., grocery store) to the City's satisfaction.

C. Development Finance Tools

- **Amenity Contribution Charge (ACC)** program may be mandatory and apply city-wide to fund the City's development of specific amenities NOT delivered through the Complete Village Space Bonus, Village Centre Bonus or other means.
- **Voluntary Developer Contributions** may be negotiated through rezoning on a site-specific basis to facilitate the transfer of Complete Village Space off-site for construction by the City (based on the City's approved equivalent-to-construction rate for Complete Village Space) and on-site backfilling of the transferred space with market housing or non-residential uses, as applicable, with respect to the City Centre Downtown land use designation, Complete Village Space Bonus and Village Centre Bonus.

Complete Village Spaces in City Centre

Since adoption of the City Centre Area Plan in 2009, the Village Centre Bonus and other density bonuses have been instrumental in securing developer-funded amenities, but this will no longer be the case:

- Transit-Oriented Areas (TOA) legislation limits density bonuses to situations where heights and densities exceed TOA minimums; BUT
- Current Airport Zoning Regulations (AZR) and other factors make this largely unachievable.

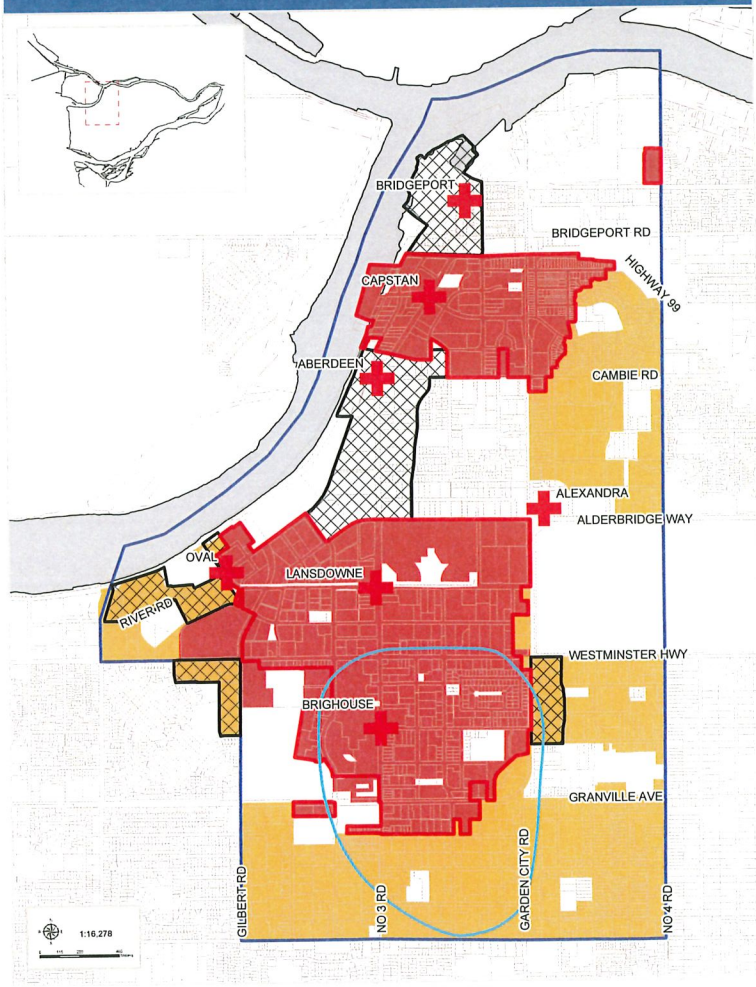
Village Centre Bonus

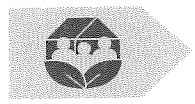
In City Centre locations outside TOA, the Village Centre Bonus can continue to be used to secure eligible City-owned amenities (i.e., not benefitting from Amenity Cost Charge funding).

TOA Height Study

Inside TOA, the City will continue to work with the Vancouver Airport Authority regarding the potential to exceed current AZR height limits near City Hall (subject to federal approval) to safely deliver improved housing, development and community outcomes.

Transit-Oriented Areas (TOA) & Village Centre Bonus Map





***Built form** refers to a building's height (e.g., number of storeys) and shape and how it relates with its surroundings. Built form is key to the character of our surroundings and quality of life.*

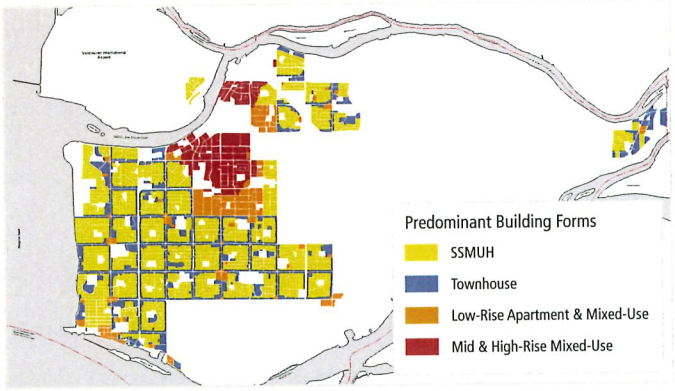
***Apartment Unit Depth:** Proposed dwelling unit depth is consistent with Metro Vancouver's Digitally Accelerated Standardized Housing (DASH) program, which considers best practices regarding daylight penetration (i.e., approximately 8.0 m), plus additional depth for rooms (e.g., washrooms) that do not require daylight.*

e. Adopt a form-based approach: Make clear the intended built form and building type (e.g., townhouse or apartment) to provide transparency, respect neighbours, and give developers the clarity and flexibility needed to deliver on important housing and urban design outcomes (e.g., housing affordability, walkability, accessibility, equitable access to shops and services).

- Ensure that expectations regarding built form and character are **predictable and complementary** to existing neighbourhoods.
  - i. Apply **building envelopes** to guide the size and shape of buildings, together with setbacks, building separation, and related built form criteria.
  - ii. Ensure that building envelopes are **sensitive to the interface** between larger and smaller scale neighbours (e.g., mitigate overlook and shading).
  - iii. For low-rise apartment buildings (up to six storeys), help manage urban character (e.g., apparent size, bulkiness), maintain open space, and ensure livability (e.g., daylight and ventilation) by using applicable building envelopes in combination with preferred **maximum dwelling unit depth**s, including 9.6 m for apartment units with windows on one side only and 14.0 m for apartment units with windows on two sides.
  - iv. Update **Development Permit (DP) guidelines** to provide clarity regarding form and character outcomes and support a form-based approach to affordability.
- Encourage **viable densities** that contribute to the financial viability of desired housing outcomes and related objectives.
  - i. Set base densities (e.g., height, floor area ratio) that have strong market acceptance and demonstrate reasonable financial viability in today's challenging market and over the long term.
  - ii. Incentivize the right kind of development in the right place by prioritizing key locations (e.g., near transit and amenities) and increasing achievable density for developments that deliver greater affordability (e.g., rental housing versus strata dwellings).
  - iii. Above established base densities, regulate achievable density by height only (not by floor area ratio) to avoid a one-size-fits-all approach and incentivize developers to seek out sites and building designs that are best suited to optimizing housing and development outcomes.

More Predictable Housing Options and Building Forms

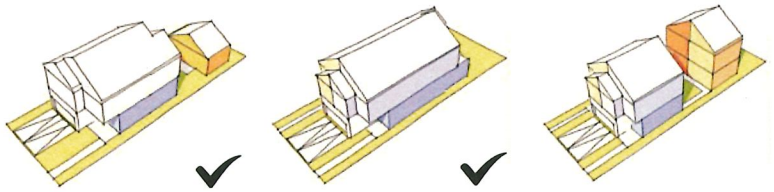
Predictable variations in building form supports transparency, financial viability, and increased housing options and affordability.



% of residential land base	✓ indicates most common types. Actual building designs will vary.

54% Small-scale multi-unit housing

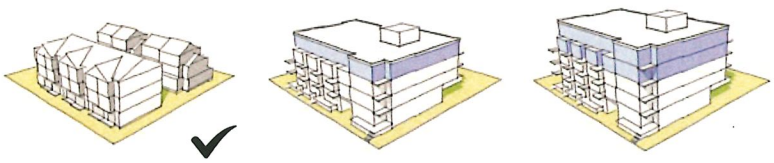
- 2 ½ storeys maximum
- Up to 3, 4 or 6 units per lot depending on proximity to frequent transit and lot size
- Sixth unit must be a below-market rental unit



3-unit option *4-unit option* *6-unit option*

25% Townhouse

- 3-storey townhouses will likely predominate
- Rental apartments may be up to 4 storeys, but may increase to 5 with a corner store or 6 on large sites



3-storey option *4-storey option* *5- to 6- storey option*

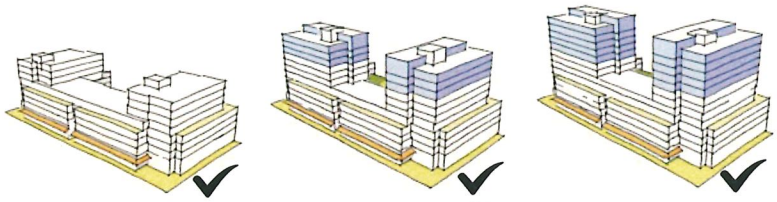
10% Low-rise apartment & mixed use

- 4-storey apartments will likely predominate
- Rental buildings may be up to 5 storeys, but may increase to 6 for village mixed-use or large sites

4-storey option *5-storey option* *6-storey option*

11% Mid- and high-rise mixed use

- Applies within 800 m of designated Canada Line stations (as per Transit-Oriented Areas legislation), plus limited nearby high-rise areas (e.g., Oval Village, hospital precinct).



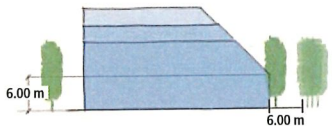
8-storey option within 800 m of a station *12-storey option within 400 m of a station* *15-storey option within 200 m of a station*

Sensitive Adjacencies with Arterial Road Development

Sensitive interfaces between neighbouring built forms are necessary for quality of life. Sculpted building envelopes are applied to arterial road developments to reduce building height, shading and overlook of adjacent Small-Scale Multi-Unit Housing (SSMUH). While arterial road building heights may vary, all will typically have 6.0 m rear yards, be shorter than SSMUH at their rear setback, and be limited by a sloped envelope (45 degrees) that pushes higher buildings away from shorter neighbours.

Arterial Connectors:

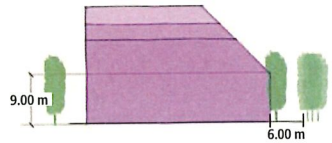
3-storey townhouses will be typical, but rental buildings may be taller.



Arterial Road *Rear Yard*

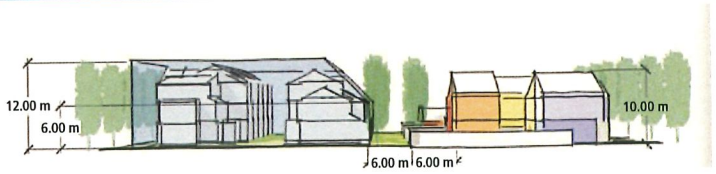
Local Villages:

3-storey townhouses and 4-storey apartments over shops will be typical, but rental buildings may be taller.

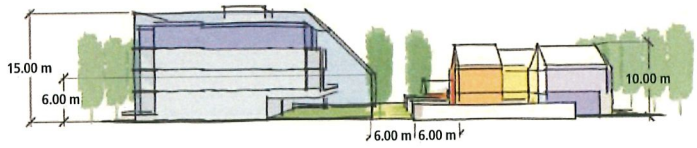


Arterial Road *Rear Yard*

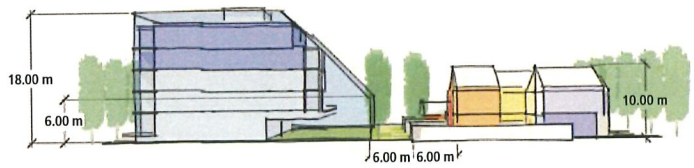
Arterial Connectors



3-storey townhouses *SSMUH*

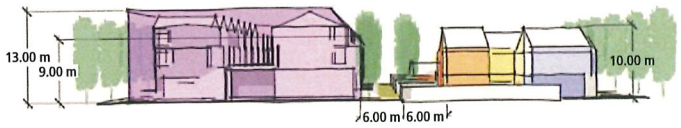


4-storey rental apartment *SSMUH*

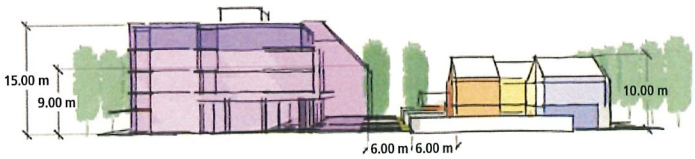


5-storey rental apartment with corner store *SSMUH*

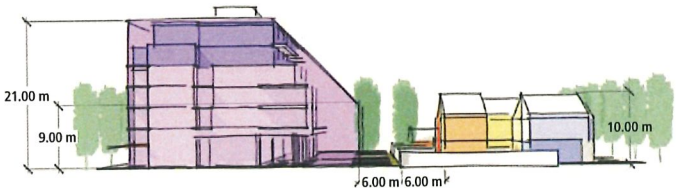
Local Villages



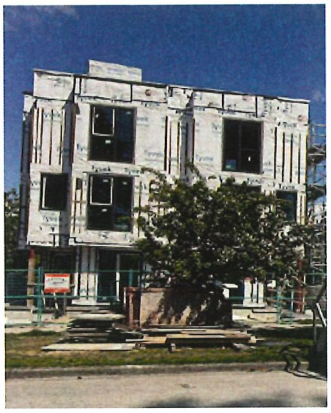
3-storey townhouses *SSMUH*



4-storey rental apartment with/without shops *SSMUH*



Up to 6-storey rental apartment with shops *SSMUH*



- Consider **best practices** to enhance housing outcomes, support attractive, inclusive neighbourhoods, and streamline development approvals and construction.
  - i. **Form-based zoning:** Apply a form-based approach to standard zones to increase flexible development outcomes and reduce reliance on more time-consuming site-specific zones without compromising development character or neighbourhood fit.
  - ii. **Inclusionary zoning:** Require that maximizing permitted residential floor area entails developers constructing below-market rental dwellings on-site or, for eligible projects (as set out in City policy), providing a cash contribution to the City to facilitate the construction of below-market rental dwellings off-site.
  - iii. **Density bonusing:** Consider measures to incentivize superior outcomes (e.g., housing affordability or diversity, accessibility, higher steps of the BC Energy Step Code, community benefits).
  - iv. **Overlay designations:** Designate specific locations and/or uses for higher density to support desired housing and community outcomes (e.g., rental housing along arterial roads, residential intensification of properties with existing Complete Village Spaces such as places of worship).
  - v. **Pre-zoning:** Explore a new zoning framework based on long-term planning to better align the Official Community Plan and Zoning Bylaw, provide predictable form and character outcomes, contribute to greater transparency and community confidence, and reduce the time, cost and risk associated with site-specific rezoning processes.
  - vi. **Accelerated housing initiatives:** Support streamlining of cost-effective wood construction by exploring opportunities for standardized development streams including, but not limited to:
    - pre-approved designs for accessory dwelling units and Small-Scale Multi-Unit Housing (SSMUH);
    - measures aimed at optimizing the cost-effective delivery of four- to six-storey apartment buildings, including off-site construction opportunities (e.g., prefabrication of cross laminated timber panels and modules).

OBJECTIVE 2:
Build five complementary neighbourhood types

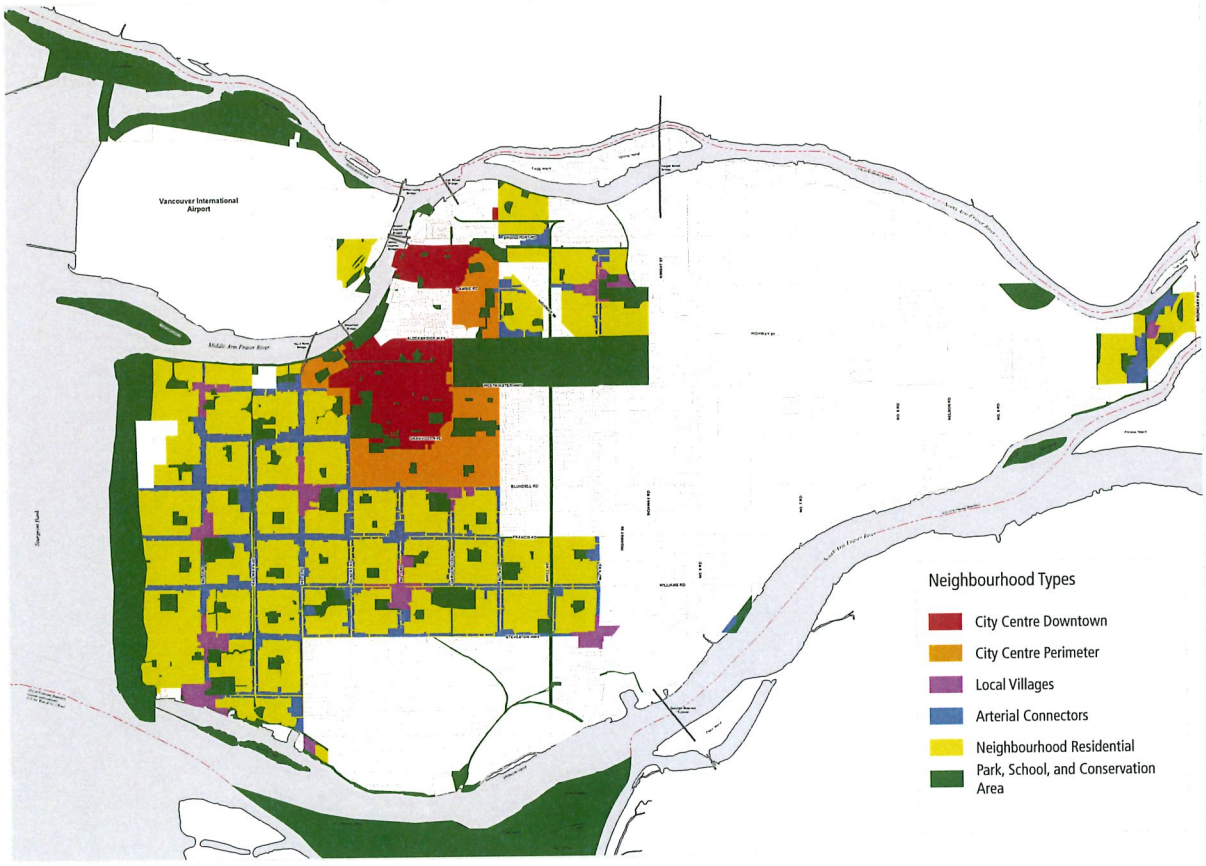
2050

Rebalance growth 50/50 inside and outside City Centre with appealing, accessible transit-oriented neighbourhood development.

Building complete, compact communities helps to put people within an easy walk or roll of their daily needs including transit, shops, amenities, jobs and attractive housing options. However, a one-size-fits-all approach will not work. Building complete Richmond communities involves five complementary Neighbourhood Types offering a variety of opportunities for housing, shops and services, jobs, amenities and related uses. Together, these Neighbourhood Types will help to guide and rebalance growth inside and outside City Centre by helping to support enhanced urban living in downtown areas and creating new opportunities for compact village life in suburban neighbourhoods.

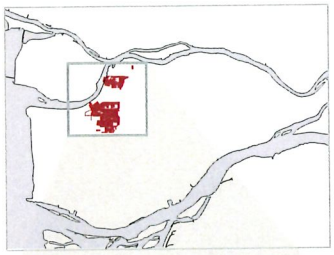
POLICIES

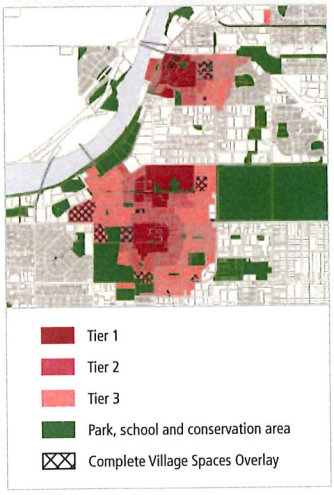
The following policies address those areas of Richmond where housing is a principal use, either alone or in combination with other uses (i.e., mixed-use), organized according to five Neighbourhood Types.



City Centre Downtown

City Centre Downtown is one of three City Centre areas including the mixed-use City Centre Perimeter and lands designated for business and hospitality uses in Bridgeport and Aberdeen Villages (subject to high aircraft noise). City Centre Downtown comprises those areas within a 10-minute walk or roll (800 m) of the Capstan, Lansdowne and Brighouse Canada Line stations, which areas are subject to Richmond's Transit-Oriented Areas (TOA) bylaw and identified for high density, mixed-use development (including secured rental housing) supporting a vibrant downtown and the City Centre's role as a regional urban centre balancing population, jobs and quality of life.





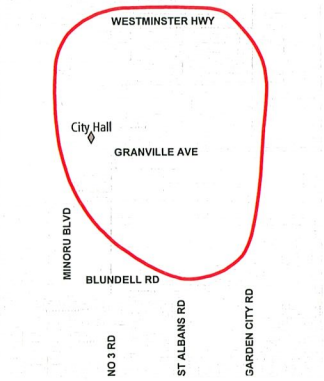
Promote a vibrant, high density City Centre Downtown

a. Reinforce the City Centre Downtown as Richmond's vibrant, high density, mixed-use, urban core with significant transit-oriented housing (including secured rental housing), jobs, amenities and a walkable, green public realm.

- **Housing:** Encourage 50% of Richmond's new dwellings to be built in this area, including secured market and below-market rental dwellings, and essential housing (i.e., workforce and student housing) supporting downtown residents, jobs, access to employment and education, and economic vitality.
- **Local-serving shops and services:** Encourage commercial and community uses (e.g., Complete Village Spaces) throughout the area to meet residents' needs (e.g., child care, grocery stores, medical/dental), support vibrant public life (e.g., high streets) and jobs, support transit, and strengthen the vitality of village centres.
- **Special precincts:** Encourage new lively neighbourhood-scale mixed-use nodes to support areas in proximity to key activity generators (e.g., hospital, universities) to enhance their distinct identities, support their special needs, and encourage a more diverse and vibrant downtown comprising a network of smaller vibrant communities.
- **Jobs:** Encourage large developments to provide larger spaces for offices, hotels and employment uses, particularly near transit.

FUTURE STUDY:
Brighouse Village Height Study

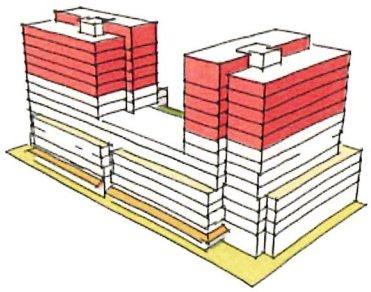
Continue to work with the Vancouver Airport Authority regarding the potential to exceed current Airport Zoning Regulation (AZR) height limits near City Hall (subject to federal approval) to safely deliver improved housing, development and community outcomes.



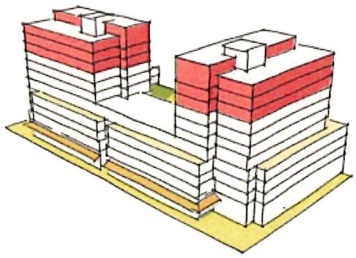
- **Connectivity:** Expand, enhance and connect local streets, lanes, pedestrian, bike and ecological networks with an emphasis on a high-quality public realm that supports improved transit service and ridership (e.g., mobility hubs), active mobility, and healthier, greener, more resilient and appealing neighbourhoods.
- **Built form:** Allow for a mix of building types on every block with heights and densities generally decreasing as distance increases from each Canada Line station.
- **Built form (Canada Line integration):** Encourage a dense network of public realm-activating, pedestrian-oriented uses and public spaces (e.g., plazas, mid-block walkways) in proximity to stations.
- **Built form (High Streets):** Encourage pedestrian-oriented commercial and street-activating uses at grade along designated high streets. Screen and minimize the impact of large-format stores, parking, residential lobbies and other uses that do not contribute to an animated, engaging public realm.

Typical Building Types & Envelope

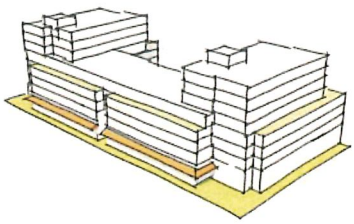
City Centre Downtown development is subject to a simple podium-tower envelope where a low-rise building or the low-rise portion of a building has a typical maximum height of 25 m, and any higher portion of a building is subject to typical tower features (e.g., maximum habitable floorplate).



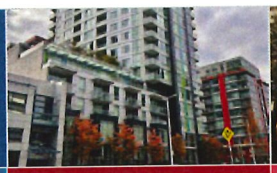
Tier 1: *Up to 15-storey mixed use (mixed tenure or rental)*



Tier 2: *Up to 12-storey mixed use (mixed tenure or rental)*



Tier 3: *Up to 8-storey mixed use (mixed tenure or rental)*

City Centre Downtown				
SUB-TYPES		**TIER 1**	**TIER 2**	**TIER 3**
General locations		Within a 3-minute walk (200 m) of a transit station	Within a 5-minute walk (400 m) of a transit station	Within a 10-minute walk (800 m) of a transit station
Typical uses	Predominant	• Mixed-use	• Mixed-use	• Mixed-use
	Other	• Office and hotel • Community uses	• Office and hotel • Community uses	• Apartment • Office and hotel • Community uses
	High streets	Pedestrian-oriented commercial and street-activating uses at grade along designated streets (Residential discouraged, except entries/lobbies.)		
Typical heights [1]	Storeys	Up to 15	Up to 12	Up to 8
	Measure	Up to 47 m geodetic	Up to 38 m geodetic	Up to 26 m geodetic
Typical floor area ratios (FAR) [2] [3]	Total	Up to 5.0 FAR	Up to 4.0 FAR	Up to 3.0 FAR
	Commercial	0.5 FAR	0.5 FAR	0.5 FAR
	Complete Village Space	4% of total buildable floor area (excluding projects where residential uses comprise rental housing only)		
	Residential	Up to 4.3 FAR	Up to 3.34 FAR	Up to 2.38 FAR
Typical housing options [4]	Mixed tenure	Typical height & FAR apply to all options	Typical height & FAR apply to all options	Typical height & FAR apply to all options
	Market rental			
	Mixed rental			
Typical vehicle access		Expansion of local street and public lane networks is required. Access via a public lane or shared driveway is encouraged. Arterial road access should be minimized.		
Typical mid-block trails		Public links encouraged to reduce travel distance to transit and amenities.		
Typical built form features [5]	Site size	**Frontage:** At least 50 m **Depth:** At least 40 m		
	Setbacks	At least 3.0 m along streets and public spaces (Varies elsewhere)		
	Street walls	Up to 25 m high. For street walls >3 storeys, top storey(s) are set back.		
	Towers [6]	**Habitable floorplates:** Up to 650 m², but may be larger subject to use and approved design **Spacing:** At least 24 m (excluding balconies and projections)		
	Skyline	Varied building heights are encouraged		
	Other	Development Permit Guidelines may apply		
Special Use: Marina	Use	Waterborne residential is limited to designated locations only.		
	Other	Zoning Bylaw and other requirements apply to uses on or near the dike and river.		

(1) *Maximum building height may be subject to established Airport Zoning Regulations (AZR) in certain areas. Rooftop features may exceed typical heights for Tiers 2 and 3 only, subject to approved design and AZR. The actual number of storeys achievable may be less than indicated depending on proposed floor-to-floor heights.*

(2) *Commercial may include various non-residential uses (including community uses). Pedestrian-oriented Commercial is required along designated high streets. Increasing Commercial above 0.5 FAR requires a 1:1 decrease in Residential density.*

(3) *Increasing Complete Village Space (CVS) above 4% requires a 1:1 decrease in other uses.*

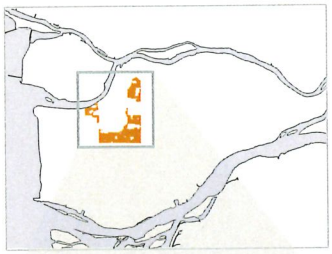
(4) *"Mixed tenure" means a mix of strata, market rental and below-market rental dwellings in compliance with City policy. "Mixed rental" means rental dwellings only (i.e., no strata units) including below-market dwellings in compliance with City policy.*

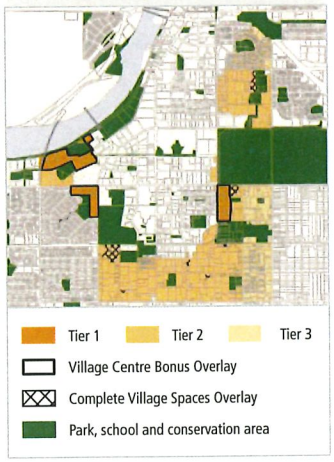
(5) *Achievable outcomes may be impacted where a development does not provide the identified typical built form or applicable envelope features. Variations may be permitted to provide livability, urban design, and/or community benefit(s).*

(6) *Tower means those parts of a building that are more than 25 m above finished grade.*

City Centre Perimeter

City Centre Perimeter is one of three City Centre areas including the mixed-use City Centre Downtown and lands designated for business and hospitality uses in Bridgeport and Aberdeen Villages (subject to high aircraft noise). City Centre Perimeter comprises those areas identified as a transition between the high-density downtown and lower density suburbs and is characterized by walkable, transit-oriented, mixed-use villages (e.g., Oval, Alexandra), special amenities (e.g., Richmond Olympic Oval), jobs and diverse housing options (predominantly low-rise housing, including secured rental).





Support a mosaic of distinct City Centre Perimeter neighbourhoods

b. Enhance the City Centre Perimeter as a mosaic of distinct, walkable neighbourhoods with a wide range of housing options (including secured rental housing), connected green spaces, and special mixed-use village centres, community nodes and amenities.

- **Housing:** Increase housing choice and affordability through infill housing that contributes to more complete communities, particularly including low-rise, secured, market and below-market rental housing (i.e., up to six storeys depending on the local area and site size).
- **Local-serving shops and services:** Reinforce the role and vitality of the area's existing village centres and high streets (i.e., Oval Village and Alexandra) with diverse commercial and community uses (e.g., Complete Village Spaces) in a high-amenity, walkable environment.
- **Emerging areas:** Support emerging neighbourhoods (e.g., Oaks, hospital area, McLennan North) with new lively neighbourhood-scale mixed-use nodes to support walkability, meet community needs close to home, and enhance their diversity, more intimate scale and distinct identities.

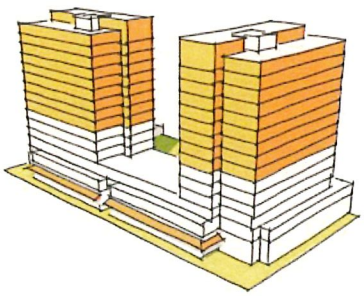
FUTURE STUDY:
Oaks Sub-Area Plan

Undertake public engagement and planning for the Oaks area (east of Capstan Village) to address the effects of provincial Transit-Oriented Areas (TOA) legislation on the neighbourhood and how best to support its cohesive development as a walkable, transit-oriented, and complete community.

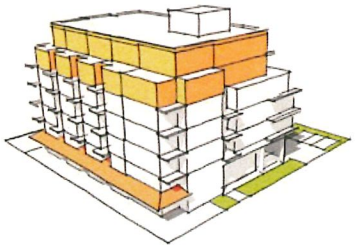
- **Connectivity:** Expand, enhance and connect local streets, lanes, pedestrian, bike and ecological networks with an emphasis on a high-quality public realm that supports improved transit service and ridership (e.g., mobility hubs), active mobility, and healthier, greener, more resilient and appealing neighbourhoods.
- **Built form:** Allow for a mix of building types that reflect the distinct character of each village and neighbourhood.
- **Built form (High Streets):** Encourage pedestrian-oriented commercial and street-activating uses at grade along designated high streets. Screen and minimize the impact of large-format stores, parking, residential lobbies and other uses that do not contribute to an animated, engaging public realm.

Typical Building Types & Envelope

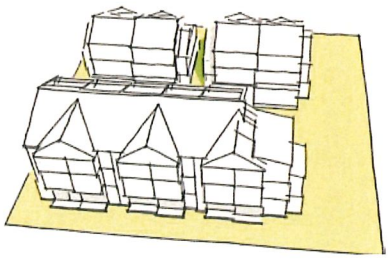
- Tier 1 and Tier 2 are subject to a simple podium-tower envelope where a low-rise building (Tier 2) or the low-rise portion of a building (Tier 1) has a maximum height of 25 m, and any higher portion (Tier 1 only) is subject to typical tower features (e.g., habitable floorplate).
- Tier 3 townhouse and Small-Scale Multi-Unit Housing shall comply with the applicable Richmond Zoning Bylaw envelopes.



Tier 1: *Up to 15-storey mixed use (mixed tenure or rental)*



Tier 2: *4-storey apartment (mixed tenure) or 6-storey apartment (rental)*



Tier 3: *3-storey townhouse (shown) or 2 ½-storey Small-Scale Multi-Unit Housing (SSMUH) (not shown)*

City Centre Perimeter				
SUB-TYPES		**TIER 1**	**TIER 2**	**TIER 3**
General locations		Oval Village, McLennan North, hospital precinct	Oval Village, McLennan North and South, Moffatt, St. Albans, Alexandra	McLennan North and South, Oaks
Typical uses	Predominant	• Mixed use	• Townhouse • Apartment	• Small-Scale Multi-Unit Housing (SSMUH) [1] • Townhouse
	Other	• Commercial • Community uses	• Mixed use • Townhouse • Community uses	• Apartment (rental) • Community uses
	High streets	Pedestrian-oriented commercial and street-activating uses at grade along designated streets (Residential discouraged, except entries/lobbies.)		
Typical heights [2]	Storeys [3]	Up to 15	Up to 4	Up to 3 (2 ½ for SSMUH)
	Measure	Up to 47 m geodetic	Up to 15 m	Up to 12 m (10 m for SSMUH)
Typical floor area ratios (FAR) [1]	Total	Up to 3.0 FAR	Up to 1.2 FAR	Up to 0.6 FAR
	Commercial [4]	1.0 FAR	Use permitted	Use permitted (except SSMUH)
	Residential	Up to 2.0 FAR	Up to 1.2 FAR	Up to 0.6 FAR
Typical housing options [1][5]	Mixed tenure	Typical height & FAR	Typical height & FAR	Typical height & FAR
	Market rental		Up to 5 storeys (18 m) & variable FAR	Up to 3 storeys (12 m) & variable FAR
	Mixed rental		Up to 6 storeys (21 m) & variable FAR	Up to 4 storeys (15 m) & variable FAR
Typical vehicle access		Completion/improvement of the public lane network is required. Access via a public lane or shared driveway is encouraged. Arterial road access should be minimized.		
Typical mid-block trails		Public links encouraged to reduce travel distance to transit and amenities.		
Typical built form features [1][6]	Site frontage	At least 50 m	At least 50 m along major arterial roads (40 m elsewhere)	
	Site depth	At least 40 m	Varies	
	Setbacks	At least 3.0 m along streets and public spaces (Varies elsewhere)		
	Street walls	Up to 25 m high	For buildings >3 storeys, top storey(s) are set back	
	Tower [7] habitable floorplates	Up to 650 m², but may be larger subject to use and approved design	Not applicable	Not applicable
	Tower [7] spacing	At least 24 m (excluding balconies and projections)	Not applicable	Not applicable
	Skyline	Varied building heights are encouraged		
	Other	Development Permit Guidelines may apply		
Special Use: Oaks	Use	East of Capstan Village, comprising parts of City Centre Downtown and Perimeter		
	Other	Rezoning approval is subject to City adoption of a new area plan for the Oaks		

[1] *For SSMUH, notwithstanding the table above, development shall comply with Richmond's Zoning Bylaw.*

[2] *Maximum building height may be subject to established Airport Zoning Regulations (AZR) in certain areas. Rooftop features may exceed typical heights for Tiers 2 and 3 only, subject to approved design and AZR (except for SSMUH).*

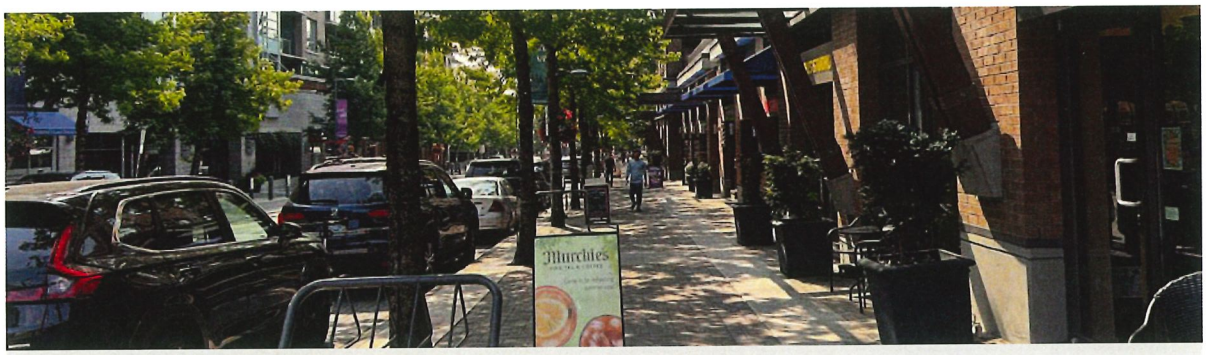
[3] *The actual number of storeys may be less than indicated depending on proposed floor-to-floor heights.*

[4] *Commercial may comprise various non-residential uses, including community uses. For Tier 1, the identified commercial density is subject to the Village Centre Bonus (VCB) and greater commercial area requires a 1:1 decrease in residential area.*

[5] *"Mixed tenure" means a mix of strata, market rental and below-market rental dwellings in compliance with City policy. "Mixed rental" means rental dwellings only (i.e., no strata units) including below-market dwellings in compliance with City policy.*

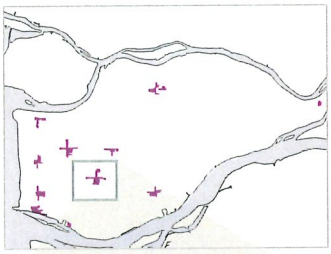
[6] *Achievable outcomes may be impacted where a development does not provide the identified typical built form or applicable envelope features. Variations may be permitted to provide livability, urban design, and/or community benefit(s).*

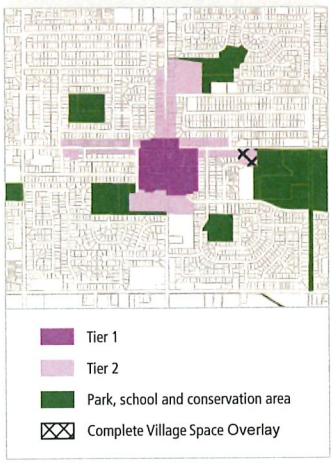
[7] *Tower means those parts of a building that are more than 25 m above finished grade.*



Local Villages

Local Villages are those areas outside City Centre that are generally within a 5-minute walk or roll (400 m) of existing suburban shopping areas and are identified for walkable, transit-oriented development with low-rise apartments and townhouses (including secured rental housing), shops and healthy food stores, amenities and jobs.





Establish Local Villages as essential community hubs

c. Establish Local Villages as essential community hubs with lively high streets and diverse housing options (including secured rental housing) that contribute to Richmond's suburbs becoming more walkable, transit-oriented, complete and inclusive.

- **Housing:** Support Local Villages as Richmond's key apartment and higher-density townhouse areas outside City Centre with options for diverse household needs (e.g., seniors, families with children), incomes (e.g., secured market and below-market rental housing), and cost-effective wood construction.
- **Housing (Compact growth):** Encourage opportunities for an adequate number of residents to live within convenient walking distance of a village high street to support economic viability through the proximity of local businesses to a large, diverse customer base.
- **Local-serving shops and services:** Encourage villages to be community hubs with diverse pedestrian-oriented shops, grocery stores, restaurants, outdoor dining, general retail, medical, dental, education, amenities, and other uses, including community uses (e.g., Complete Village Spaces, social public spaces), that support residents, jobs, and transit viability (typically including 1:1 replacement of any existing commercial floor area).
- **Connectivity:** Expand, enhance and connect local streets, lanes, pedestrian, bike and ecological networks along arterial roads and to/from interior neighborhoods with an emphasis on a high-quality public realm that supports improved transit service and ridership (e.g., mobility hubs), active mobility, and healthier, greener, more resilient and appealing neighbourhoods.

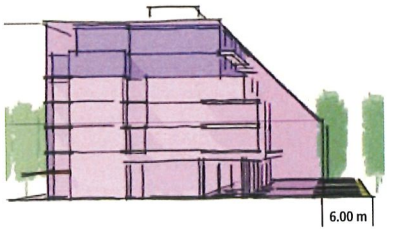
FUTURE STUDY:
Local Village Planning

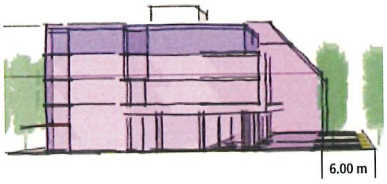
Undertake public engagement and planning to address community needs and objectives regarding high street location and design, mixed-use, apartment and townhouse development, connectivity (e.g., trails, streets, mobility hubs and measures), jobs and business, public open space, amenities, and built form and character.

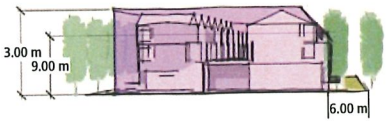
- **Built form:** Encourage strong, three- to six-storey streetwall-type buildings to make it distinct from adjacent arterial road development and impart a more urban character.
- **Built form (High Streets):** Encourage pedestrian-oriented commercial and street-activating uses at grade along designated high streets. Screen and minimize the impact of large-format stores, parking, residential lobbies and other uses that do not contribute to an animated, engaging public realm.
- **Built form (Traffic management):** Minimize vehicle access to/ from arterial roads with minimum site consolidations, secured shared driveways and public lanes.

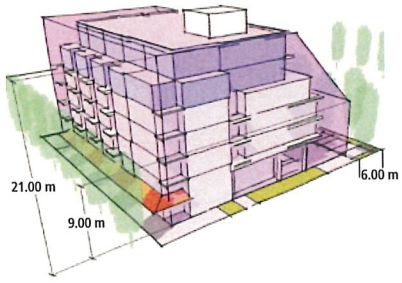
Typical Building Types & Envelope

Local Village development is subject to a building envelope that slopes at 1:1 above 9 m, measured at the 6 m rear setback, to mitigate shading and overlook of lower density neighbours.

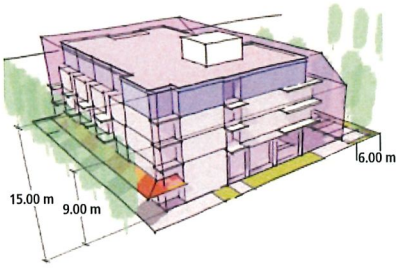




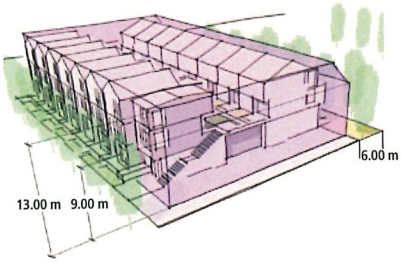




Tier 1: *4- to 6-storey apartment over commercial (mixed tenure)*



Tier 2: *4-storey apartment (rental only)*



Tier 2: *3-storey townhouse with shared parking structure (mixed tenure)*

Local Villages			
SUB-TYPES		**TIER 1**	**TIER 2**
General locations		Properties fronting designated Local Village high streets	Within a 5-minute walk (400 m) of a Local Village high street
Typical uses	Predominant	• Mixed use (apartment)	• Townhouse
	Other	• Mixed use (townhouse) • Commercial • Community uses	• Apartment (rental only) • Community uses
	High streets	**For Tier 1 only:** Pedestrian-oriented commercial and street-activating uses at grade along designated streets (Residential discouraged, except entries/lobbies.)	
Typical heights [1]	Storeys [2]	Up to 4	Up to 3
	Measure	Up to 15 m	Up to 13 m
Typical floor area ratios (FAR)	Total	Up to 1.2 FAR + commercial	Up to 1.2 FAR
	Commercial [3]	Additional FAR permitted	Use permitted
	Residential	Up to 1.2 FAR	Up to 1.2 FAR
Typical housing options [4] [5]	Mixed tenure	Typical height & FAR	Typical height & FAR
	Market rental	Up to 5 storeys (18 m) & variable FAR	Up to 4 storeys (15 m) & 1.2 FAR
	Mixed rental	Up to 6 storeys (21 m) & variable FAR	Up to 4 storeys (15 m) & variable FAR
Typical vehicle access		Completion/improvement of the public lane network is required. Access should be via a public lane or shared driveway. Arterial road access should be minimized (except two driveways may be permitted at corners where two arterial roads intersect.).	
Typical mid-block trails		Public links are encouraged to reduce travel distance to/from interior neighbourhoods.	
Typical built form features [5][6]	Site frontage	At least 50 m along major arterial roads (40 m elsewhere)	
	Site depth	Where designated lots are less than 35 m deep, Local Village sites may include abutting internal lots (i.e., fronting local roads), subject to approved design demonstrating a form and character compatible with internal neighbours.	
	Setbacks	At least 3.0 m along streets, public spaces and side yards. At least 6.0 m along abutting internal lots (i.e., fronting local roads), which setback may be reduced by the width of an existing or new public lane.	
	Building separation	At least 9.0 m for single aspect dwellings or 7.0 m for dual aspect dwellings, measured at the narrowest point (including balconies and habitable projections)	
	Street walls	For buildings >3 storeys, top storey(s) are set back	
	Skyline	Varied building heights are encouraged	
	Other	Development Permit Guidelines may apply	
Special Use: Steveston	Steveston Village	Where a conflict exists, Steveston Village Heritage Conservation Area requirements shall take precedence over Local Village policies.	

[1] *Rooftop features may exceed typical heights, subject to approved design.*

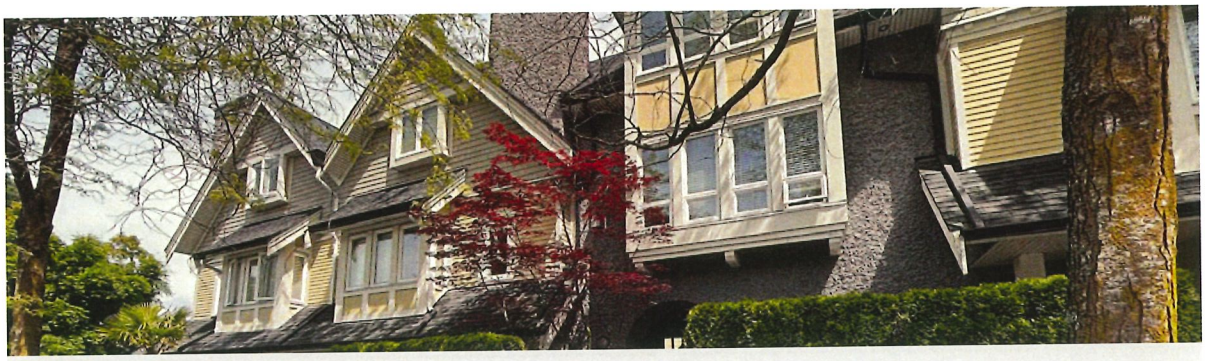
[2] *The actual number of storeys may be less than indicated depending on proposed floor-to-floor heights.*

[3] *Commercial may comprise various non-residential uses, including Complete Village Space uses. For Tier 1, developments should provide the greater of (a) 1:1 replacement of existing commercial floor area at the time of rezoning, or (b) commercial unit(s) having a typical minimum depth of 9.0 m along the designated high street frontage and, as applicable, deeper units for large format uses important to the viability of the Local Village (e.g., grocery store).*

[4] *"Mixed tenure" means a mix of strata, market rental and below-market rental dwellings in compliance with City policy. "Mixed rental" means rental dwellings only (i.e., no strata units) including below-market dwellings in compliance with City policy.*

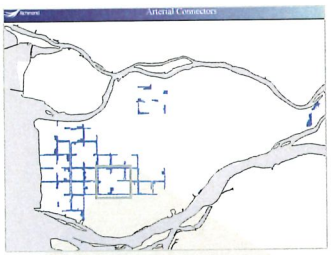
[5] *Local Village envelope applies to all applicable development.*

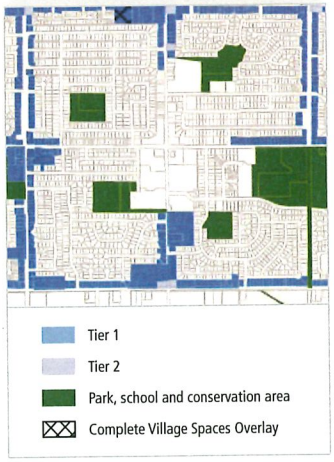
[6] *Achievable outcomes may be impacted where a development does not provide the identified typical built form or applicable envelope features. Variations may be permitted to provide livability, urban design, and/or community benefit(s)*



Arterial Connectors

Arterial Connectors comprise those areas outside City Centre along arterial roads that are generally more than a 5-minute walk or roll (400 m) from an existing suburban shopping area and are identified for transit-oriented townhouses, row houses and low-rise apartments (including secured rental housing), together with local-serving amenities and commercial uses (e.g., corner stores).





Promote green, transit-oriented Arterial Connectors

d. Develop Arterial Connector areas as appealing, pedestrian-friendly, transit-oriented greenways with an attractive mix of low-rise housing options (including secured rental housing), local services and improved connectivity.

- **Housing:** Support Arterial Connectors as important high quality, family-friendly housing areas close to transit with ground-oriented housing types (e.g., townhouses and row houses with optional rental lock-off suites) that help address the demand for ownership options and mortgage helpers.
- **Housing (Rental):** Support opportunities for secured, low-rise rental apartments throughout the area, typically up to four storeys but up to five storeys on mixed-use corner sites.
- **Local-serving shops and services:** Retain and enhance residents' access to corner stores and similar convenience uses by encouraging mixed-use redevelopment of existing commercial sites comprising low-rise rental apartments over local-serving commercial and community uses (e.g., Complete Village Spaces), typically including 1:1 replacement of any existing commercial floor area.
- **Connectivity:** Expand, enhance and connect local streets, lanes, pedestrian, bike and ecological networks along arterial roads and to/from interior neighbourhoods with an emphasis on reducing unnecessary car trips, promoting transit and active mobility, and supporting healthier, greener, more resilient and appealing neighbourhoods, including mobility hubs in association with activity nodes and destinations (e.g., mixed-use corner developments, public facilities such as community centres).

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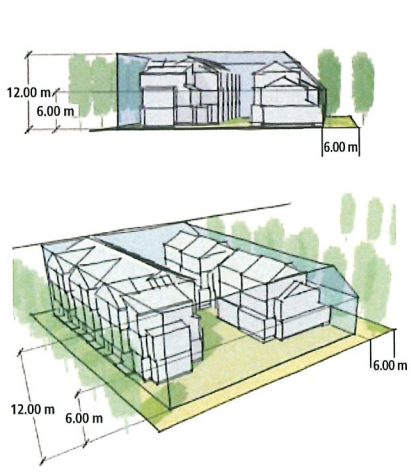
FUTURE STUDY: Arterial Road Enhancement

Undertake public engagement and planning to address how to shift arterial roads from being traffic corridors to attractive avenues supporting high-quality housing, transit and active transportation (along and to/from the arterials) in balance with other transportation demands.

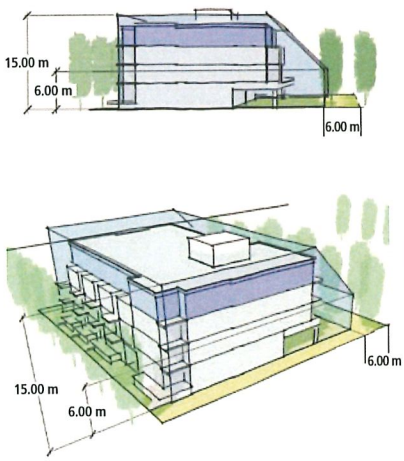
- **Built form:** Allow for a mix of compatible building types including townhouses, row houses and low-rise rental apartment buildings.
- **Built form (Traffic management):** Minimize vehicle access to/ from arterial roads with minimum site consolidations, secured shared driveways and public lanes.
- **Built form (SSMUH and row house):** For lots developed with Small-Scale Multi-Unit Housing (SSMUH) or row houses, vehicle access should be provided via a public lane only (e.g., not via the fronting arterial road or side street).

Typical Building Types & Envelope

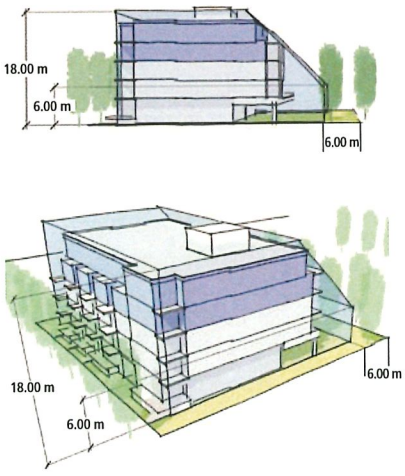
- Arterial Connector development is subject to a building envelope that slopes at 1:1 above 6 m, measured at the 6 m rear setback, to mitigate shading and overlook of lower density neighbours.
- Small-Scale Multi-Unit Housing (SSMUH) shall comply with the applicable Richmond Zoning Bylaw envelope.



Tier 1: *3-storey townhouse with uncovered driveway (mixed tenure)*



Tier 1: *4-storey apartment (rental only)*



Tier 2: *4- to 5-storey apartment over commercial (rental only)*

Arterial Connectors			
SUB-TYPES		**TIER 1**	**TIER 2**
General locations		Within a 10- to 20-minute walk (800 m to 1 km) of a Local Village high street	Existing dispersed convenience-commercial and similar sites
Typical uses	Predominant	• Townhouse and rowhouse [1]	• Mixed-use (apartment) (rental only)
	Other	• Apartment (rental only) • Community uses	• Commercial • Community uses
	High streets	For Tier 2 only: Pedestrian-oriented commercial and street-activating uses at grade along principal site frontage (Residential discouraged along principal site frontage.)	
Typical heights [2]	Storeys	Up to 3	Up to 4
	Measure	Up to 12 m	Up to 15 m
Typical floor area ratios (FAR)	Total	Up to 0.8 FAR	Variable
	Commercial [3]	Use permitted	Variable
	Residential	Up to 0.8 FAR	Variable
Typical housing options [2] [4]	Mixed tenure	Typical height & FAR	Not applicable (Rental housing only)
	Market rental	Up to 4 storeys (15 m) & 1.2 FAR	Up to 4 storeys (15 m) & variable FAR
	Mixed rental	Up to 4 storeys (15 m) & variable FAR	Up to 5 storeys (18 m) & variable FAR
Typical vehicle access		Completion/improvement of the public lane network is required. Access should be via a public lane or shared driveway. Arterial road access should be minimized (except two driveways may be permitted for Tier 2 corner sites).	
Typical mid-block trails		Public links are encouraged to reduce travel distance to/from interior neighbourhoods.	
Typical built form features [5][6]	Site frontage	At least 50 m along major arterial roads (40 m elsewhere)	
	Site depth	Where designated lots are less than 35 m deep, Arterial Connector sites may include abutting internal lots (i.e., fronting local roads), subject to approved design demonstrating a form and character compatible with internal neighbours.	
	Setbacks	At least 3.0 m along streets, public spaces and side yards. At least 6.0 m along abutting internal lots (i.e., fronting local roads), which setback may be reduced by the width of an existing or new public lane.	
	Building separation	At least 9.0 m for single aspect dwellings or 7.0 m for dual aspect dwellings, measured at the narrowest point (including balconies and habitable projections).	
	Street walls	For buildings >3 storeys, top storey(s) are set back	
	Skyline	Varied building heights are encouraged	
	Other	Development Permit Guidelines may apply	
Special Use: Small-Scale Multi-Unit Housing	Development criteria	Development of existing SSMUH-zoned lots shall be permitted where access is via a public lane. Rezoning to create new SSMUH-zoned lots and/or the subdivision of SSMUH-zoned lots is not supported.	
	Regulations	Notwithstanding the table above, SSMUH development shall comply with the Zoning Bylaw.	

(1) *Rowhouse is a form of townhouse (suited to shallow sites) where dwellings are attached side-by-side in a single row along a street frontage and a public lane along the rear of the site provides direct vehicle access to each dwelling.*

(2) *The actual number of storeys may be less than indicated depending on proposed floor-to-floor heights. Rooftop features may exceed typical heights, subject to approved design. Tier 2 development on a mid-block site should not exceed 4 storeys.*

(3) *Commercial may comprise various non-residential uses, including Complete Village Space uses. For Tier 2, developments should provide the greater of (a) 1:1 replacement of existing commercial floor area at the time of rezoning, or (b) commercial unit(s) having a typical minimum depth of 9.0 m along the designated high street (principal) frontage and, as applicable, deeper units for large format uses important to the viability of the Arterial Connector (e.g., drug store).*

(4) *"Mixed tenure" means a mix of strata, market rental and below-market rental dwellings in compliance with City policy. "Mixed rental" means rental dwellings only (i.e., no strata units) including below-market dwellings in compliance with City policy.*

(5) *Arterial Connector envelope applies to all applicable development (e.g., not SSMUH).*

(6) *Achievable outcomes may be impacted where a development does not provide the identified typical built form or applicable envelope features. Variations may be permitted to provide livability, urban design, and/or community benefit(s).*

Neighbourhood Residential

Neighbourhood Residential comprises those areas outside City Centre that are not along arterial roads and are identified as walkable, ground-oriented neighbourhoods with house-scale single, multiple and infill dwellings, pockets of townhouses and low-rise apartments (including secured rental housing) and local-serving amenities (e.g., child care).

Foster more inclusive Neighbourhood Residential areas

e. Support Neighbourhood Residential areas to become more inclusive and resilient with a "gentle density" approach that respects local character, delivers more housing choice and affordability, enhances walkability, and contributes to reduced car dependency.

- **Housing (SSMUH):** In Small-Scale Multi-Unit Housing areas, support continuous improvement in housing, including the retrofit of existing dwellings, to increase housing choices and affordability, enhance energy performance, and increase connectivity for pedestrians and bikes, while respecting local character.
- **Housing (SSMUH Lot Size):** In Small-Scale Multi-Unit Housing areas, rezoning for the purpose of subdividing existing lots may be considered generally in accordance with the Small-Scale Multi-Unit Housing (SSMUH) Lot Size Map to respect the distinct character of individual neighbourhoods and support multi-unit housing opportunities (e.g., versus small-lot single detached houses).
- **Housing (Large sites):** Encourage intensification of older multi-family sites with housing options that respect, enhance and diversify neighbourhoods, including townhouses and low-rise rental apartments (up to six storeys depending on lot size).
- **Local-serving shops and services:** Encourage developments involving a significant increase in dwellings to provide neighbourhood-scale commercial (e.g., corner store, coffee shop, medical/dental), community uses (e.g., Complete Village Spaces) and mobility hubs to support walkability, meet residents' needs close to home, and support a cohesive neighbourhood.

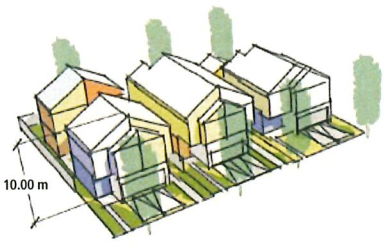
FUTURE STUDY:
Walkable Neighbourhood Strategy

Undertake public engagement and planning to prepare a strategy supporting incremental blue-green-grey network improvements contributing to enhanced ecological health, more resilient communities, and making walking and rolling the most convenient choices for most short trips.

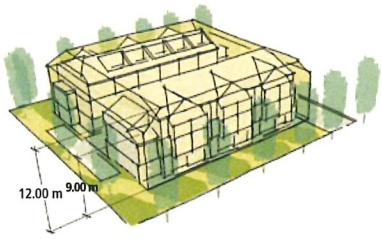
- **Connectivity:** Expand and connect local streets, lanes, pedestrian, bike, and ecological networks with an emphasis on connecting existing parks, schools, amenities, natural assets and destinations to create a connected, walkable, multi-neighbourhood network of shared public blue-green-grey spaces and linkages.
- **Connectivity (Large sites):** Encourage projects involving the redevelopment of older multi-family sites to include a connected publicly accessible network of motor vehicle, pedestrian and bike routes, as applicable, connecting the development and the neighbourhood with daily needs, transit and other destinations.
- **Connectivity (SSMUH):** Explore means to incentivize voluntary developer contribution of public mid-block trails and bike links.

Typical Building Types & Envelope

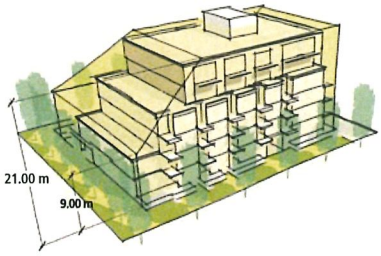
- Tier 1 (Small-Scale Multi-Unit Housing, SSMUH) shall comply with the applicable Richmond Zoning Bylaw envelope.
- Tier 2 development is subject to a building envelope that slopes at 1:1 above 9 m, measured at the setback line at the interface of Tier 1 and Tier 2 sites (excluding road interfaces) to mitigate shading and overlook and respect neighbourhood scale.



Tier 1: *2 ½-storey Small-Scale Multi-Unit Housing*



Tier 2: *3-storey townhouse with open driveways (mixed tenure)*



Tier 3: *4- to 6-storey apartment on large sites (rental only)*

Neighbourhood Residential			
SUB-TYPES		**TIER 1**	**TIER 2**
General locations		Interior neighbourhoods (i.e., without arterial road frontages)	Existing multi-family pockets in interior neighbourhoods
Typical uses	Predominant	• Small-Scale Multi-Unit Housing (SSMUH) [1]	• Townhouse
	Other	• Community uses	• Community uses
	High streets	For Tier 2 only: Large developments are encouraged to provide a corner store, child care and/or other uses to enhance neighbourhood completeness and walkability	
Typical heights [2]	Storeys [3]	2 ½	Up to 3
	Measure	10 m	Up to 12 m
Typical floor area ratios (FAR)	Total	Up to 0.6 FAR	Up to 0.8 FAR
	Commercial [4]	Not permitted for SSMUH	Use permitted
	Residential	Up to 0.6 FAR	Up to 0.8 FAR
Typical housing options [5]	Mixed tenure	For Tier 1 (SSMUH), typical height & FAR apply to all options	Typical height & FAR
	Market rental		Up to 4 storeys (15 m) & variable FAR
	Mixed rental		Up to 6 storeys (21 m) & variable FAR
Typical vehicle access		Completion/improvement of the public lane network is required. Driveway crossings of sidewalks, treed boulevards and on-street parking should be minimized.	
Typical mid-block trails		Public links are encouraged to reduce travel distance to transit/amenities.	
Typical built form features [6][7]	Site size	For Tier 1 (SSMUH), Richmond's Zoning Bylaw regulations shall apply	Tier 2 development may include Tier 1 lots where this enhances housing outcomes, overall community benefit, and sensitive neighbourhood fit.
	Setbacks		At least 6.0 m along all lot lines, but this may be reduced via approved design.
	Building separation		At least 9.0 m for single aspect dwellings or 7.0 m for dual aspect dwellings, measured at the narrowest point (including balconies and habitable projections)
	Street walls		For buildings >3 storeys, top storey(s) are set back
	Skyline		Varied building heights are encouraged
	Other	Development Permit Guidelines may apply	
Special Use: Small-Scale Multi-Unit Housing (SSMUH)	Subdivision	Any subdivision of a SSMUH-zoned lot shall comply with the lot's existing zoning or with applicable City policy permitting rezoning for the purpose of subdivision.	
	Tier 2 lots	Rezoning Tier 2 lots to facilitate SSMUH development (e.g., subdivision) is discouraged.	
	Regulations	Notwithstanding the table above, SSMUH development shall comply with the Zoning Bylaw.	

[1] *For SSMUH, notwithstanding the table above, development shall comply with Richmond's Zoning Bylaw.*

[2] *For Tier 2 only, rooftop features may exceed typical heights, subject to approved design.*

[3] *The actual number of storeys may be less than indicated depending on proposed floor-to-floor heights.*

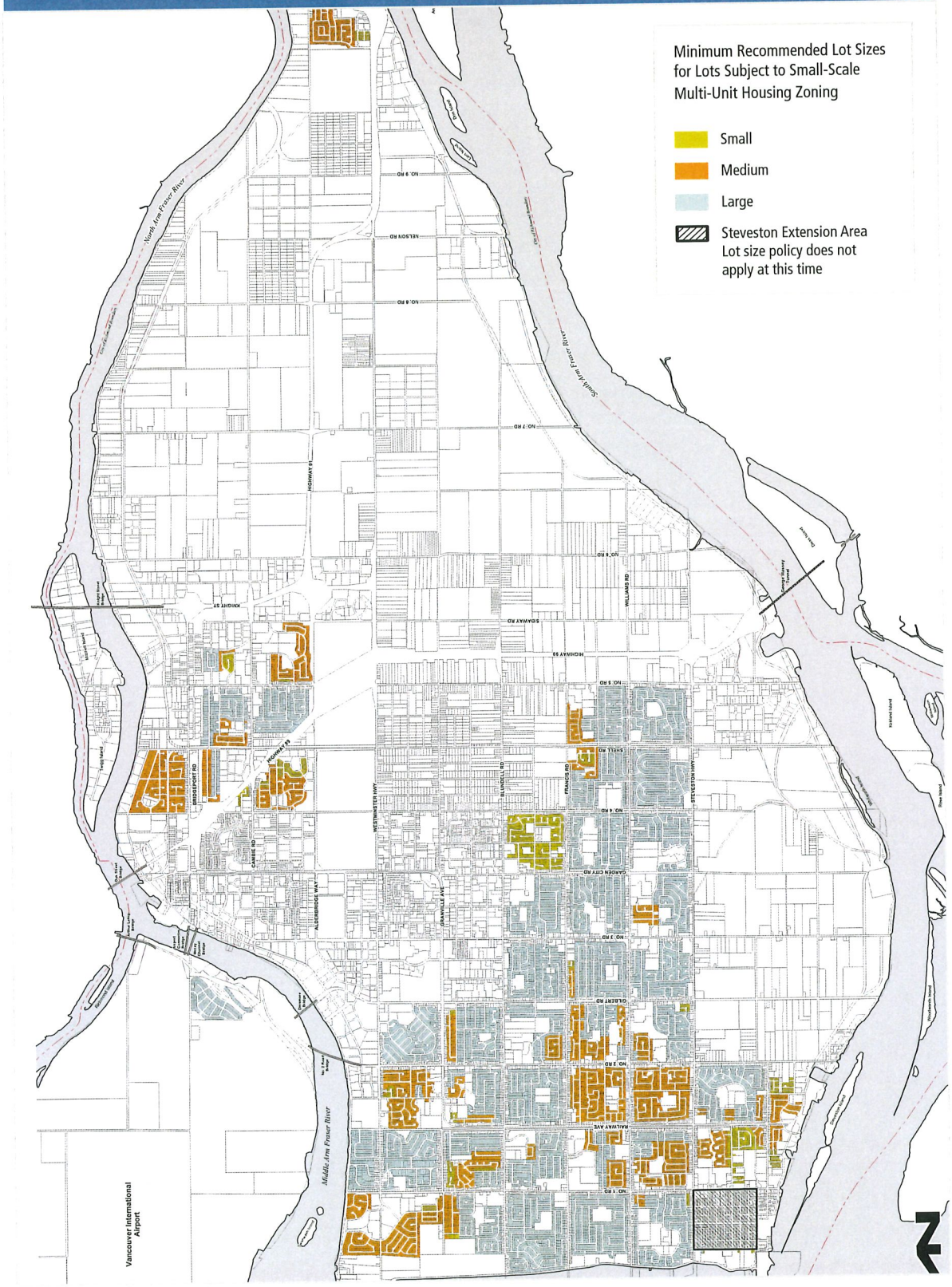
[4] *Commercial density may comprise various non-residential uses, including Complete Village Space uses.*

[5] *"Mixed tenure" means a mix of strata, market rental and below-market rental dwellings in compliance with City policy. "Mixed rental" means rental dwellings only (i.e., no strata units) including below-market dwellings in compliance with City policy.*

[6] *Neighbourhood Residential and Small-Scale Multi-Unit Housing (SSMUH) envelopes apply to applicable development.*

[7] *Achievable outcomes may be impacted where a development does not provide the identified typical built form or envelope features. Variations may be permitted to provide livability, urban design, and/or community benefit(s).*

Small-Scale Multi-Unit Housing (SSMUH) Lot Size Map



3.2 Build Better Housing

Overview

In Richmond, building better housing refers to more than increasing capacity to comply with provincial housing legislation. The OCP growth management framework balances objectives to increase housing supply with objectives to maximize affordability and enhance livability for Richmond residents. To achieve this, the growth management framework includes polices and strategies to encourage a greater variety of housing types in desired locations by clarifying a city-wide approach for development. Associated policies promote continuous improvement to support development that provides significant public benefit and results in more equitable communities.

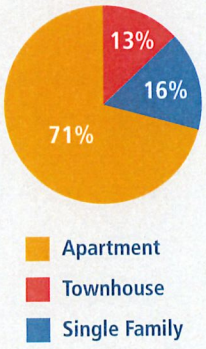
OBJECTIVE 1:
Build more housing for new and existing residents

2050

Build approximately 52,000 new homes in key areas by 2041 and more homes to 2050, as prescribed in Richmond's Interim Housing Needs Report.

Resident housing needs vary, reflecting differences in household type, income, ability, life stages and values. The growth management framework defines an environment that welcomes construction of homes that are responsive to local housing needs and are affordable for more households. It also addresses Census data that suggests that when faced with a change in life stage or income, residents may be unable to find suitable alternate housing in the city. The framework strives to support new and long-time Richmond residents with increased housing supply and a greater variety of housing types, including housing that allows residents to age in place and remain connected to their community.

Richmond housing starts by type of units (2015-2024)



POLICIES:

a. **Increase supply and variety:** Increase housing supply to meet Richmond's long-term housing needs as estimated by the 2024 Interim Housing Needs Report and accommodate development targets set by the Provincial Housing Target Order for Richmond.

- Ensure that **adequate land** is zoned and designated to permit the supply of new dwellings needed to 2041, as estimated by the City's 2024 Interim Housing Needs Report.
- Define a growth management framework to **support delivery** of more housing that clarifies City objectives for housing diversity and choice.
- Use the City's **regulatory tools** and available resources to secure a diverse mix of housing types and tenures, including alternative ownership and rental housing models, to deliver more housing choices that more households can afford.
- Apply an **equity lens** to the growth management framework to ensure the benefits that are associated with growth are distributed to address any imbalances or disparities.
- Ensure that **rental housing continues to be secured** in new development, including areas that are subject to Richmond's Transit-Oriented Areas bylaw (i.e., City Centre Downtown).
- Prepare the City's first "regular" **Housing Needs Report**, as required by the Province of British Columbia, by December 31, 2028, and every five years thereafter.
- **Update the City's Official Community Plan and Zoning Bylaw** as necessary, to align with housing needs assessments, as required by provincial housing legislation.

b. Maintain livability: Balance initiatives to increase housing supply and affordability with objectives to build suitable housing that prioritizes resident health and well-being.

- **Encourage each bedroom** in a multi-family development to include a window (i.e., for the purpose of determining number of bedrooms per dwelling unit) to support livability and a diversity of household needs, including those of families with children.
- Encourage all multi-family housing to provide a **minimum of 40%** of dwelling units with two or more bedrooms that are suitable for families with children, with the following exceptions:
  i. For **Low-End Market Rental** housing units, at least 15% of units should have two bedrooms and 5% should have three bedrooms or more as specified in the Affordable Housing Strategy.
  ii. For **Small-Scale Multi-Unit Housing** (SSMUH) development involving three or more units on a lot, at least two dwellings should have two or more bedrooms.
  iii. **Housing geared to defined household needs** may reflect a site-specific, needs-based mix of unit type(s) that reflects factors including income, household size, age, ability and housing type (e.g., workforce housing, seniors housing, student housing), as determined to the satisfaction of the City.
- For Small-Scale Multi-Unit Housing (SSMUH), individual units should not have their windows exclusively oriented to interior side yards.
- Provide **useable private outdoor space** for all residential units of all types and tenures.
- Build homes that **support health and wellness** for their residents and the community (e.g., protect natural assets and introduce new space(s) for trees and vegetation in site design to support nature and ecosystem health, encourage high performance buildings that optimize energy efficiency, minimize environmental impact, deliver a healthy indoor environment, minimize long-term operation and maintenance costs for occupants).
- Define **"good neighbour"** practices to clarify expectations affecting Richmond's diverse neighbourhoods and households (e.g., non-market, market housing and home ownership) to support good neighbourhood fit (e.g., noise, maintenance, complementary building design).

Basic Universal Housing (BUH) *means those dwelling units that provide accessibility features in compliance with Richmond's Zoning Bylaw. The phased introduction of enhanced accessibility measures in the BC Building Code will require the City to monitor and periodically update its basic universal housing policy to remain relevant.*

c. **Advance accessibility:** Build more housing that advances accessible design to respond to the diverse and changing needs of Richmond's aging population and growing number of community members with disabilities.

- **Integrate accessible design** into all new and retrofit residential and mixed-use development in order that all publicly accessible areas of new and retrofit development are accessible and safe spaces for people of all ages and abilities, including people with all types of disabilities (physical, sensory, cognitive and mental health).
- Provide a diversity of new and retrofit housing options that integrate accessible design to meet the **needs of residents and their visitors** (e.g., wheelchair accessible units, adaptable units, visitable units and units that accommodate mobility aids, dementia friendly design).
- Encourage housing that accommodates diverse needs and abilities to **support independent living**.
- **Clarify targets** for the delivery of accessible housing in new multi-family development to better enable people of all ages and abilities to stay in their community as their needs change, including the following:
  i. Provide specified **aging-in-place** features in all multi-family dwelling units and in at least one dwelling unit in each Small-Scale Multi-Unit Housing (SSMUH) development.
  ii. Encourage inclusion of **basic universal housing** features in all apartment housing types, with basic universal housing features being provided for all market rental housing units and as established in the Affordable Housing Strategy for Low-End Market Rental housing units.
  iii. Require specified **convertible features** in all multi-storey, multi-family dwelling units, excluding Small-Scale Multi-Unit Housing development.

d. **Streamline approvals:** Continue to simplify, streamline and improve transparency of development review processes.

- **Update design guidelines**, including those for Small-Scale Multi-Unit Housing (SSMUH) development, various forms of townhouse development, apartment housing (4-, 5- and 6-storeys), and areas subject to Richmond's Transit-Oriented Areas bylaw (i.e., City Centre Downtown).
- **Accelerate delivery** of efficient and scalable homes by including elements of the provincial and/or Metro Vancouver home building models that are suitable in the Richmond context in design guidelines for apartment housing (e.g., 4-, 5- and 6-storey buildings).
- **Provide design support** (e.g., information bulletins, pre-approved design templates) and technical guidance (e.g., BC Energy Step Code compliance strategies) using the City's website and publications and/or public/industry engagement.

- Explore initiatives to **reduce risks, uncertainty** and the duration of concept-to-construction processes in strategic locations, which may include the following:
  - i. **Pre-zone** land, which may involve the following:
    - pre-zone broadly (e.g., all areas that permit 4- to 6-storey apartment development or along all arterial roads) or narrowly (e.g., only within City Centre Downtown or a Local Village) to encourage development of a specified development type and/or defined location;
    - pre-zone for rental housing conditional to inclusion of a minimum defined amount of below-market and/or non-market housing to encourage delivery by private development; and/or
    - pre-zone based on ownership/operation (e.g., owned/operated by government, non-profit organization, housing co-operative) to facilitate the construction of below-market and/or non-market housing.
  - ii. **Pre-service** lands, pre-plan and/or document existing servicing levels to streamline development approvals, incentivize growth in preferred locations, and/or to support non-market housing (e.g., City initiated design, funding and/or construction of utility upgrades).
  - iii. **Pre-approve** multi-unit housing design templates to expedite the plan development and design review process (e.g., customizable designs aimed at expediting City approvals, reducing cost and establishing minimum design expectations).
- Collaborate **with other levels of government** and crown corporations to establish coordinated and streamlined assessment and construction processes to optimize cost-efficiency and accelerate development timelines (e.g., standardized hydro infrastructure upgrades, template Servicing Agreements for Small-Scale Multi-Unit Housing development).
- Collaborate and exchange information with the **development industry** to identify and develop balanced solutions to the challenges associated with delivering more housing options.

e. **Lower costs:** Support practices that lower costs associated with construction and operation (e.g., financing, construction costs, utilities, maintenance).

- Encourage **retention, renovation, rehabilitation** (e.g., energy upgrades, addition of accessory dwellings) of older housing stock that is in good condition to support more affordable ownership and rental options (i.e., as compared to new construction) and increase opportunities for households to stay in their neighbourhoods as their needs change.
- **Prioritize low-rise apartment** housing (i.e., 4-, 5- and 6-storeys) by encouraging its construction in key areas (e.g., along arterial roads and City Centre Perimeter) to maximize cost-effective housing delivery associated with wood construction (i.e., faster construction timelines and lower energy consumption during construction, easier to remodel/ modify in the future, a durable, renewable resource with associated indoor temperature regulation benefits that may reduce energy bills).
- Encourage adoption of **modern technologies** including modular construction and prefabrication to advance efforts to increase the prevalence of off-site construction options to realize lower cost, more efficient development and less associated construction waste.
- Encourage **high-performance buildings** (i.e., new construction and retrofit) to optimize energy efficiency, minimize environmental impact, deliver a healthy indoor environment, and offer improved long-term affordability resulting from significant energy savings over time.
- Explore opportunities to support rental housing that delivers significant **community benefits** in preferred locations through City-initiated upgrades to municipal infrastructure.
- Explore opportunities to enhance **development viability** through flexibility in the City's development review and approval processes (e.g., accepting surety bonds as an alternative to traditional forms of security).
- Explore opportunities to deliver **more family-friendly** housing options in Small-Scale Multi-Unit Housing (SSMUH) neighbourhoods, including house-scale townhouse-type development (e.g., side-by-side units) on larger lots, which by way of being smaller than a standard arterial road townhouse and not along a busy street, may be an attractive and more attainable housing option for many households.
- Define criteria for developers to **align parking** construction to demand to reduce related construction costs and advance the City's transportation and climate response objectives including, among other things, exploring opportunities to advance housing outcomes through the following:
    i. Recent removal of mandatory residential parking minimums, excluding accessible parking, loading, and commercial/office/ industrial parking in areas subject to Richmond's Transit-Oriented Areas bylaw (i.e., City Centre Downtown); and
    ii. Consideration of parking reductions for new development where residential use is exclusively reserved for rental tenure, as determined by Council, subject to exhausting all parking rate reduction provisions in the Zoning Bylaw and staff review of site-specific considerations.

OBJECTIVE 2:
Build more developer-driven housing that more people can afford

2050

Achieve a 3% percent vacancy rate for rental housing as prescribed in Richmond's 2024 Interim Housing Needs Report.

Affecting housing affordability requires a multi-faceted approach that includes increasing alternatives to standard market home ownership. The growth management framework encourages private development to construct secured rental housing and to retain, renovate and rehabilitate existing rental development. It also supports multi-generational housing, and alternative ownership and rental housing models, including those that assist renters who aspire to own a home.

The combination of higher housing costs, greater demand for rental housing and low rental vacancy rates affects housing affordability. Census data indicates that renter households comprise close to a third of Richmond households and represent all age groups and household types. This includes households that have a desire to purchase a home but are unable to do so at current prices. As ownership costs increase, more people may require rental housing, and with low vacancy rates, rent rates are anticipated to remain high. Further, in Richmond, household incomes for renter households tend to be lower than those for owner households. As a result, renter households are generally more impacted by increases in housing and other living expenses. In light of this, the growth management framework prioritizes measures aimed at increasing Richmond's supply of secured rental housing.

POLICIES:

a. **Preserve Rental:** Protect the existing stock of secured rental housing and minimize displacement of those who live in rental housing.

- Encourage **renewal, renovation and rehabilitation** (e.g., energy upgrades) and regular maintenance to extend the useful life of rental housing and discourage its premature redevelopment.
- Encourage property owners to **maintain existing rental buildings** in good repair and in a safe condition (e.g., Rental Premises Standards of Maintenance Bylaw).
- **Advocate** for funding from senior government or other agencies to upgrade and extend the lifespan of existing rental and co-operative housing developments.
- Continue to exclusively provide rental housing on the site when a rental development is replaced, ensuring **1:1 replacement of the rental** units with secured Low-End Market Rental units, or housing with other depths of affordability, to the satisfaction of the City, with the same number of bedroom units and the same number of ground-oriented units as originally located on the site.
- **Replace existing rental units** in a mixed tenure development with secured Low-End Market Rental units at a 1:1 replacement rate with replacement units having the same number of bedroom units and the same number of ground-oriented units as originally located on the site.

Application Evaluation Policy for Redevelopment of an Existing Rental Housing Development

Pre-Application (to be undertaken by the applicant)

- Prepare and send a letter to tenants, which requires pre-approval by City staff, regarding the property owner's development plans that includes an outline for the proposed project, expected timeline, defined communication plan and information regarding the City's tenant protection policies.
- Collect the views of existing tenants in writing and submit the information to the City.

Application Review and Council Consideration (information to be prepared for Council's consideration)

- The impact that a proposed conversion/redevelopment will have on the stock of rental housing in Richmond, including the current vacancy rate.
- The views of existing tenants, collected by the applicant and submitted to the City in writing.
- A Building Condition Assessment Report prepared by the applicant in a form that is acceptable to the City from a registered architect, engineer, or another qualified professional, including an assessment of the life expectancy and the state of repair of the building, general workmanship and the degree of compliance with all City bylaws and servicing standards.
- A Tenant Relocation Plan, prepared by the applicant, that includes the following:
  - i. A minimum four months' notice to end the tenancy, and otherwise as set out in the provincial Residential Tenancy Act.
  - ii. Regular and ongoing notification to existing tenants that provides updates regarding the status of ongoing development approvals and related matters (e.g., demolition, building permits).
  - iii. First right-of-refusal to return to the property with maximum rents being set at below-market rent rates for a similar unit in the new development. Starting rent rates and associated income thresholds may vary depending on the length of tenancy prior to redevelopment in accordance with the Affordable Housing Strategy.
  - iv. For tenants who have resided in the applicable rental units longer than one year:
    - Compensation to the tenant(s), which considers the length of tenancy in the building prior to redevelopment, being no less than three month's rent, or alternative sum as outlined in the City's Affordable Housing Strategy.
    - Assistance in finding alternative accommodation which meets the tenant's needs that is located in Richmond, or in another location at the tenant's discretion, and where the rent does not exceed Canada Mortgage and Housing Corporation's (CMHC) average area rents for Richmond.

Construction and Occupancy

- Applicant prepares and submits an interim tenant relocation report and a final tenant relocation report to confirm execution of the Tenant Relocation Plan.

***Mixed tenure** means a development comprising a mix of strata, market rental and below-market rental dwellings in compliance with applicable City policies.*

- **Protect tenants** from eviction due to renovation by encouraging property owners proposing to undertake maintenance, repair, retrofit or other construction involving a rental building to accommodate tenant(s) living in their unit(s) during construction or, as applicable, relocating tenant(s) to temporary equivalent accommodation at the same rental rate(s), together with the unrestricted right to return to their unit(s) when work is complete.
- **Support tenants** living in rental buildings proposed for strata conversion/redevelopment by applying a consistent process to evaluate the development application and mitigating the impacts of being displaced by requiring a Tenant Relocation Plan, in addition to being subject to the standard application review process.
- Encourage **alternatives to strata conversion** of an existing rental or housing co-operative building when the rental vacancy rate is less than 4%.
- Implement an **application evaluation** policy for applications involving the redevelopment of an existing rental housing development.

Secured rental housing in mixed tenure development is generally provided in development with more than 60 units, which is associated with longer development timelines.

b. Prioritize Rental: Encourage developer-driven construction of all forms of secured rental housing.

- Reflect the **significance of rental housing** in land use plans and supporting policies, recognizing its important contribution to the City's supply of housing that is more affordable, offers more housing choices to meet the needs of a diverse population and contributes to social diversity and a healthy community.
- Apply a **form-based model** to incentivize secured rental development, including market rental and Low-End Market Rental housing, in land use plans that includes supplementary heights and permissions for variable density to encourage new development of rental housing.
- **Prioritize opportunities** for apartment buildings with more than 60 dwelling units (e.g., in City Centre and redevelopment of large existing multi-family sites) to optimize developer-constructed rental housing consistent with market rental housing policies and the Affordable Housing Strategy, including Low-End Market Rental housing.
- Continue to explore **new opportunities and pathways** to optimize construction of more secured rental housing in response to low levels of rental vacancy, suppressed household formation, rising numbers of households spending 50% or more of their before-tax income on shelter costs, and increasing instances of households living in housing that is inadequate, unsuitable, or unaffordable.
- Maintain **equivalent livability expectations** between rental housing and ownership housing regarding location (i.e., rental housing is supported only in locations where mixed-use and residential use is permitted), design and construction, and amenities.

- Prioritize **seniors rental housing** in locations that are near frequent transit service and community assets such as health care and social supports.
- Support **faith-based organizations** to optimize lands where residential use is permitted, to provide secured rental housing while advancing broader social and cultural outcomes, which may be accomplished by applying the Complete Village Spaces Overlay.
- **Limit stratification** of secured rental housing units.
- Provide the following incentives to new development where residential use is exclusively **reserved for rental tenure development** in recognition of the significant community benefit provided by the secured rental housing units:
    i. Supplementary building height and variable density as applicable.
    ii. Expedited rezoning and development permit application review ahead of in-stream applications.
    iii. Exemption from public art and community planning contributions, and exemption from Amenity Cost Charges, as specified in the City's Amenity Cost Charges bylaw, for those housing units that are secured at below-market and non-market rates.
    iv. Additional parking reductions, as determined by Council, subject to exhausting all parking rate reduction provisions in the Zoning Bylaw and staff review of site-specific considerations.
- Encourage equitable distribution of residential parking between ownership and secured rental housing units, including any below-market rental housing, when **residential parking** is voluntarily provided in areas subject to Richmond's Transit-Oriented Areas bylaw.

c. Build Market Rental: Continue to secure market rental housing units in new multi-family development.

- Secure **at least 15% of the total residential floor area** ratio in a new multi-family development as habitable floor area for market rental housing, excluding residential floor area secured as Low-End Market Rental housing.
- Provide development with **60 or less apartment units and townhouse development** an option to provide an equivalent cash contribution to an affordable housing reserve account, in lieu of constructing market rental dwelling units, at the following rates, which are to be revised by adding the annual inflation for the preceding two calendar years using the *Statistics Canada Vancouver Consumer Price Index – All Items* inflation rate every two years after February 28, 2027, with revised rates published in a City Bulletin:
    i. for new townhouse development: $33.26 per buildable m^2 ($3.09 per buildable ft^2);
    ii. for apartment development inside City Centre (i.e., City Centre Downtown and City Centre Perimeter): $65.77 per buildable m^2 ($6.11 per buildable ft^2); and

iii. for apartment development outside City Centre (i.e., Local Villages, Arterial Connectors, Neighbourhood Residential): $37.57 per buildable m² ($3.49 per buildable ft²).

- Exempt Small-Scale Multi-Unit Housing (SSMUH) from the requirement to provide secured market rental housing in a multi-family development (notwithstanding Zoning Bylaw provisions requiring that a **sixth dwelling on a SSMUH lot** shall be a Low-End Market Rental unit).
- Exempt new development that is exclusively reserved for rental tenure from the requirement to provide Low-End Market Rental housing units, in recognition of the **significant community benefit** provided by the secured rental housing.
- Exempt habitable floor area secured as market rental housing from **public art and community planning contributions**, in recognition of the significant community benefit provided by the secured rental housing.
- Secure all market rental housing in perpetuity by **utilizing residential rental tenure zoning** and, where applicable, one or more legal agreements, and/or other alternative approaches to the satisfaction of the City.
- Apply a **form-based model** to encourage new development where residential use is exclusively reserved for rental tenure and further encouraging inclusion of Low-End Market Rental housing in the development to address community need (i.e., additional height, variable density).
- Revisit the Market Rental Housing Policy with consideration of new provincial housing legislation to define **new pathways** to secure market rental housing, including in areas affected by Richmond's Transit-Oriented Areas bylaw (i.e., City Centre Downtown).

d. Build Low-End Market Rental: Continue to secure Low-End Market Rental housing units in new multi-family development.

- **Secure Low-End Market Rental housing** units in market and non-market multi-family development in accordance with Richmond's Affordable Housing Strategy, or similar Council-endorsed strategy, and the framework for the Low-End Market Rental Housing Program.
- Provide development with 60 or less apartment units, townhouse development, and the sixth unit in a 6-unit Small-Scale Multi-Unit Housing development an option to voluntarily provide an equivalent cash contribution to a **City affordable housing reserve account** (i.e., equivalent to the estimated cost of constructing Low-End Market Rental dwelling units).
- Secure a **secondary suite** or an equivalent cash contribution through rezoning applications that would enable subdivision and the development of a net new single-family dwelling, in accordance with Richmond's Affordable Housing Strategy.

Low-End Market Rental Housing *is a city-wide rental housing program initiated in 2007. The program secures rental housing that serves low to moderate income households and is typically provided through larger scale residential development projects. Maximum rents are set at 10% below the Canada Mortgage and Housing Corporations Average Market Rent for the City of Richmond.*

- Encourage development to **exceed the minimum provisions** for Low-End Market Rental Housing in mixed tenure development (e.g., lower rental rates, increase provision of two- and three-bedroom family-oriented dwellings), which may reduce the floor area secured as market rental housing.
- Exempt habitable floor area secured as Low-End Market Rental housing from **public art and community planning contributions**, and from Amenity Cost Charges, as specified in the City's Amenity Cost Charges bylaw, in recognition of the significant community benefit provided by the secured rental housing.
- **Secure all Low-End Market Rental housing in perpetuity** by utilizing residential rental tenure zoning and, where applicable, legal agreements and/or other alternative approaches, to the satisfaction of the City.
- Prioritize Low-End Market Rental housing units in locations that are near **frequent transit service and community assets** such as health care and social supports.
- Continue to **regularly update Richmond's Affordable Housing Strategy**, which outlines the framework for the Low-End Market Rental Program, alongside other initiatives to secure housing that is more affordable.

Responding to Housing Needs

Richmond's Affordable Housing Strategy and the Low-End Market Rental Housing Program provide direction to respond to the current and future housing needs of the community, specifically including provisions for the following priority groups.

Priority Group	Identified Housing Gaps
Families *(including lone -parent families, families with children, multi-generational families)*	▪ Family friendly two to three bedroom units ▪ Low-End Market Rental housing ▪ Secured rental housing
Low and moderate income earners	▪ Low-End Market Rental housing ▪ Secured rental housing
Low and moderate income seniors	▪ Accessible, adaptable, and visitable housing ▪ Low-End Market Rental housing
Persons with disabilities	▪ Low-End Market Rental housing
Vulnerable populations	▪ Various types of non-market housing for singles, couples and families

e. **Increase Options for Middle-Income Households:** Support alternative rental and ownership housing models that respond to the needs of middle-income households whose access to market housing is limited due to cost or availability and who do not qualify for below market or non-market housing.

- Continue to define a strategy to expedite construction of **Essential Housing** that includes identifying precincts where development may be prioritized (e.g., Workforce Housing in the existing healthcare hub that includes Richmond Hospital and associated healthcare offices and businesses).
- Encourage employers, industry, non-profits and institutions to form **partnerships and combine resources** to collaboratively develop Essential Housing.
- Encourage construction of **Workforce Housing** to ensure that workers from a wide variety of sectors stay and live in Richmond, contributing towards servicing the community (e.g., teachers, firefighters, nurses, seasonal/tourism/restaurant workers).
- Extend incentives that apply to secured rental housing to Essential Housing, provided it is **secured rental housing**.
- Explore opportunities to support Richmond **housing co-operatives** with expiring operating agreements intending to retrofit and/or redevelop (e.g., redevelopment intensification, pre-zoning, access to City funding conditional to provision of enhanced community benefit, protections/provisions for existing residents).
- Explore **opportunities for flexibility** when housing type and affordability align with household needs including consideration of household income, household composition, nature of housing need (e.g., regular employment, student housing, seasonal tourism, locum, seniors housing) with consideration of the following:

  i. **Location:** Generally in high density, central areas where residents have convenient access to transportation options, shops and services or elsewhere when co-located with target employment/education, provided residential use is a permitted land use in the 2050 Land Use Map and transportation options, services and amenities typical of a transit-oriented village are within a 10 minute walk.

  ii. **Tenure:** Typically rental, with opportunity for other accommodations to meet specific needs (e.g., Workforce Housing may include ownership units).

  iii. **Rental rate:** Align housing cost with household income, with inclusion of below-market rents strongly preferred (e.g., health care workers reflect a range of incomes and needs, a nurse can afford market rent while custodial positions would benefit from below-market rent).

  iv. **Reflect unique housing needs:** Align housing needs with lifestyle and costs (e.g., health supports for older adults, housing with built-in furnishing, shared amenities like study areas and laundry for students).

v. **Affordable living:** Optimize affordability by including access to amenities that are suitable for the user group (e.g., walking distance to employment, furnished accommodation, on-site child care, provisions consistent with the City's Seniors Strategy).

vi. **Unit size (general):** A mix of unit sizes, including multi-bedroom units in accordance with the City's family-oriented housing policy is preferred; however, unit mix and unit sizes may vary to reflect the user group's unique needs (e.g., roommate-oriented housing).

vii. **Unit size (small units):** Where small units are appropriate for the user group, site specific evaluation for small unit sizes should consider the following additional factors:

- **Size:** Minimum 30 m² (322 ft²) unit size, which must include a three piece bathroom and full kitchen in the unit, and larger unit sizes as required to provide on-site accessible dwelling units.
- **Development characteristics:** directly associated with complementary use(s) (e.g., post secondary student housing located on the site of the educational institution) and provide a meaningful contribution toward housing affordability (i.e., not limited to lower rent resulting from smaller unit sizes).
- **Prioritize livability:** include additional amenities for small size units (e.g., secure large size storage units, high ceilings, indoor/outdoor amenity space that exceeds policy specifications, enhanced age-friendly design).

- Encourage **affordable home ownership (AHO)** options that make purchasing a home more attainable for middle-income households today and upon re-sale (i.e., re-sale restrictions apply to ensure that AHO units remain affordable for future eligible households).

Alternate Pathways to Ownership

Comparison of affordable home ownership (AHO) and rent-to-own pathways to home ownership.

	Typical Attributes	
	Affordable Home Ownership (AHO)	**Rent-to-Own**
Structure	▪ Government or non-profit initiative. ▪ Requires long-term, dedicated administration and assets that can be leveraged.	▪ Government or developer initiative.
Contribution to affordability	▪ Carries forward affordability accommodations for future owners.	▪ Beneficial to the initial purchaser. Affordability is not passed on to future owners.
Financial supports	▪ Includes provisions to maintain stable housing costs throughout the term of ownership and may offer financial assistance.	▪ Alternative financing model. ▪ Subject to standard and project specific risks (e.g., declining property value).

What is Essential Housing?

Essential Housing includes housing models geared to middle-income households whose access to market housing is limited due to cost or availability. Essential housing is intended for specific segments of the population including those who provide a vital service to the community or for whom housing needs are associated with a specific life-stage.

Types of Essential Housing

Workforce Housing

Typically this is secured rental housing, but may include ownership units, for those who work in key economic sectors to enable them to live near their place of employment. Housing costs relate to household income and can vary within the development.

Student Housing

Secured, furnished rental housing and associated amenities for post-secondary school students, located on- or off-campus and rented at or below market rates. Student housing may comprise self-contained units (e.g., with kitchens) for shared or individual occupancy or dormitory type accommodation with shared dining facilities.

Seniors Housing

Housing that is suitable for the unique housing needs of seniors that considers an individual's level of independence and care needs (e.g., active lifestyle community, independent living, retirement home, assisted living, memory care). Seniors housing may be offered at market or non-market rent.

Affordable Home Ownership

A "hybrid" ownership model. Homes are offered at below market rate to households who cannot achieve home ownership through the market. Rental and re-sale restrictions apply to ensure units remain affordable for future eligible households.

Community-Led Affordable Housing

Multi-family housing initiated, developed and/or managed by its occupants that aims to maintain permanent affordability (e.g., co-operative housing). Development is generally characterized by below-market rent but may include limited market-rent housing. It does not include community-led housing models that are delivered and operated at market rates (e.g., co-housing characterized by enhanced amenities to support community cohesion but without resale restrictions).

OBJECTIVE 3:

Build more below-market and non-market housing through effective partnerships

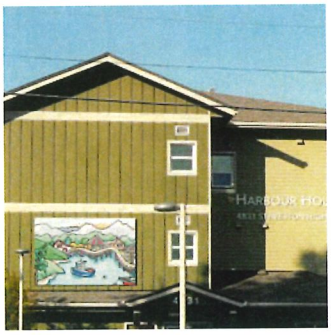
2050

Build approximately 6,000 below-market and non-market homes by 2041 and more beyond, as prescribed in Richmond's 2024 Interim Housing Needs Report.

The City has been an active partner in the delivery of housing that serves the needs of families, seniors, working households, and other priority groups. To secure housing for some of the more vulnerable members of the community, the City has relied on partnerships with senior levels of government and local non-profit housing operators to secure capital and operating funding. More work is required to address the increased demand for below-market and non-market rental housing. The City cannot do this alone. The growth management framework intends to secure more funding and increase development of below-market and non-market housing through stronger partnerships and relationships.

***Below-Market Rental Housing** is housing that serves low and moderate income households with maximum rent rates set below rents found within the local market and where the depth of affordability and tenant eligibility is secured (e.g., Low-End Market Rental housing).*

Emergency shelters and transitional housing are important for anyone who is without a safe or stable place to stay and experiencing homelessness or at risk of homelessness. These forms of temporary accommodation can provide a step towards long-term housing solutions but are not considered to be "housing". The temporary nature of emergency shelters and transitional housing distinguish them from the long-term or permanent housing models considered as part of the growth management framework. Temporary accommodation such as emergency shelters and transitional housing is addressed through other sections of the OCP, and in various City strategies and plans.



POLICIES:

a. **Embed Flexibility:** Optimize government and non-profit agency housing initiatives to prioritize below-market and non-market housing.

- **Align City processes** with other government and agency programs that prioritize renewal and construction of housing that prioritizes vulnerable populations.
- Define a **housing equivalencies** framework for use in evaluating affordability across alternate housing programs or approaches involving variable combinations of below-market, non-market and market housing types.
- Recognize that below-market and non-market housing programs typically set rents to break even and, as a result, some combination of near-market and/or market housing dwelling units may be required to make projects **financially viable**.

Non-Market Rental Housing *is housing that serves very low income households and is commonly operated by a non-profit housing organization or other entity which receives ongoing operating subsidies from the government.*

b. Prepare for development: Advance a project-ready environment to support construction of below-market and non-market housing.

- Explore opportunities to secure reliable **long-term funding** for both construction and long-term operation of below-market and non-market housing.
- Increase the **inventory of City-owned land** available to support the delivery of below-market and non-market housing through the creation of a land acquisition strategy (e.g., clarify a strategy for accepting land at no cost to the City, in lieu of constructing rental housing).
- **Leverage City-owned land** to enable the delivery of below-market and non-market housing by allowing cost savings to be passed on to the operator and future tenants, which may include providing land at a nominal rate or establishing a financing framework that allows non-profit organizations and other community partners to gain access to land through long-term financing arrangements that also provide cost recovery to the City.
- **Establish partnerships** with government housing organizations (e.g., Build Canada Homes, Canada Mortgage and Housing Corporation, BC Housing, Indigenous housing societies, Metro Vancouver Housing Corporation).
- Prepare **development-ready projects** to increase the likelihood of securing senior government funding, which may favor an advanced development concept that demonstrates viability and expedited delivery.
- **Advocate** to senior levels of government for funding to upgrade municipal infrastructure in locations where rental housing with significant community benefits is constructed.

c. Expand opportunities: Continue to create new avenues to support building more below-market and non-market housing.

- **Advocate** to senior levels of government for access to crown and provincial land, where residential use is supported to deliver below-market and non-market housing.
- Mobilize **long-term investments** in housing affordability by facilitating introductions and advancing relationships between government, non-profit agencies, First Nations, and private developers to encourage exchange between those who create and manage housing grants and funding, those with expertise with housing priority groups, and those with construction experience.
- Encourage **balanced city-wide distribution** of housing with supports for priority groups, including vulnerable populations, in residential neighbourhoods inside and outside City Centre (including high-density and lower density locations) near transit, residents daily needs (e.g., healthy food stores), services and amenities (e.g., child care, schools, parks).

Richmond's affordable housing reserve fund is used to provide funding to specific non-market housing projects and initiatives.

d. Steward priority projects: Allocate resources to support below-market and non-market housing projects.

- Support the on-going operation of a **Housing Office** to enhance the delivery and management of below-market and non-market housing.
- Provide **customized assistance** for development of below-market and non-market housing to assist scheduling, coordination, and general administration throughout the application review and permitting process.
- **Strengthen partnerships** with government and non-profit housing organizations throughout Richmond and Metro Vancouver to:
  i. increase Richmond's attractiveness as a candidate for funding and development;
  ii. facilitate knowledge sharing between non-profits and industry experts to advance housing development across the housing continuum;
  iii. establish relationships with those with expertise in housing priority groups as identified in Richmond's Affordable Housing Strategy;
  iv. advocate for consistent definitions for housing terms and performance metrics in the region to improve the quality of regional monitoring and the accuracy of affordability reporting.

e. Foster Community Support: Build a supportive community environment for below-market and non-market housing.

- Organize and support housing related events and workshops to encourage information sharing and **build community** and industry awareness regarding housing affordability challenges in the City.
- **Develop design guidelines** that ensure below-market and non-market housing supports tenants, housing operators, and neighbours by considering the following:
  i. incorporate user-centred design (e.g., needs-based design, indoor and outdoor amenity spaces that support opportunities for residents to socialize on-site); and
  ii. implement high-quality building designs that are architecturally compatible and complement neighbourhood form and character (e.g., preservation of privacy).
- Encourage inclusion of **community features** into building and site design (e.g., social enterprises, community art, space for non-profit operation, private commercial retail/services).

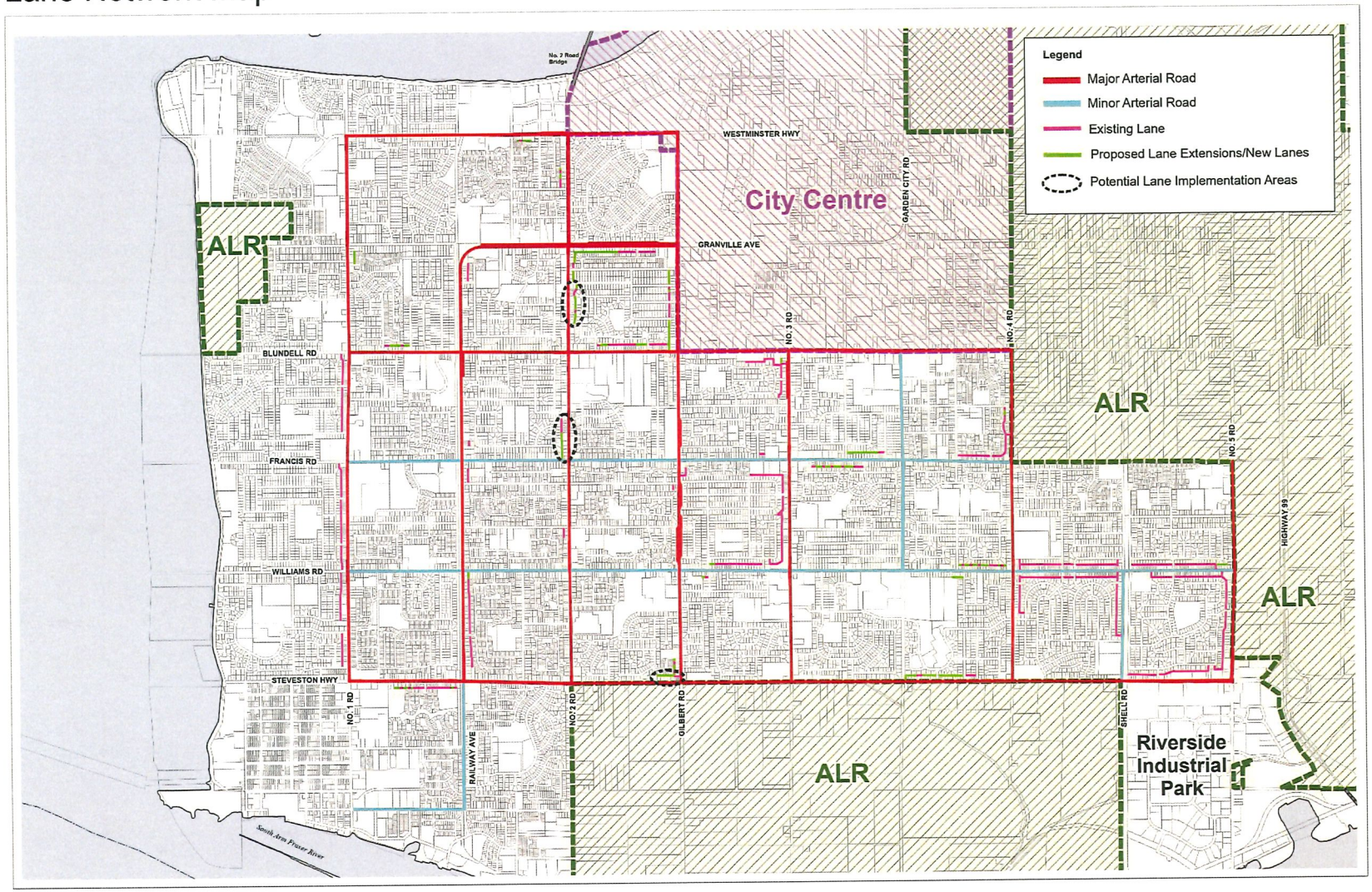
OBJECTIVE 4:

Encourage opportunities to secure lane development along arterial roads through new development.

POLICIES:

a) Densification along major arterial roads should minimize traffic disruption by eliminating driveways along arterial roads.
b) Densification along minor arterial roads should result in no net increase in the number of driveways to maintain existing traffic flow.
c) The Lane Network Map identifies areas where lane establishment and/or extension is encouraged.
d) Developers are encouraged to connect to an established lane network. Where a city block has been identified for lane development but has limited opportunity for the existing lane to be extended to a local road, a connecting lane (i.e., temporary connection to arterial road) may be considered.
e) The location of the connecting lane will be determined at the time of a development application based on:
    a. the overall access needed for the entire block;
    b. location of the existing driveways; and
    c. type of traffic movements appropriate for the block.

Lane Network Map



15.0 Regional Context Statement

Metro 2050 Goal 1: Create a Compact Urban Area

The 2050 OCP encourages compact, mixed-use, transit-oriented urban villages that focus new housing near residents' day-to-day needs and support people through all stages of their lives. Growth will be accommodated within the Urban Containment Boundary and will be directed where it optimizes local opportunities to support a diversity of housing types and needs. Building complete Richmond communities involves five complementary neighbourhood types: 1) the City Centre Downtown identified for high-density, mixed-use, transit-oriented urban village development; 2) City Centre Perimeter identified as a transition between Richmond's high-density downtown and lower density suburbs; 3) Local Villages that are within a 5-minute walk (400 m) of existing shopping areas with low-rise apartments and townhouses; 4) Arterial Connectors for transit-oriented townhouses, row houses and low-rise apartments together with local-serving amenities and commercial uses; and 5) Neighbourhood Residential with house-scale single, multiple and infill dwelling, pockets of townhouses and low-rise apartments with local-serving amenities. Together, they will help rebalance growth inside and outside City Centre, increase housing choice and deliver more walkable, inclusive and affordable places for everyone.

Goal 1 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
1.1.9 b) Provide Member Jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of **focusing 98% of residential growth inside the Urban Containment Boundary**	The City has used the Metro Vancouver's population and dwelling unit projections to develop the growth framework and new OCP policies. The projected residential growth will be accommodated within the Urban Containment Boundary. See RCS Map. Below are Richmond's population and dwelling unit projections based on the medium growth scenario: Population 2030: 257,978 2040: 288,526 2050: 311,236 Dwelling Units 2030: 101,457 2040: 116,555 2050: 128,422 The OCP includes policies to increase housing supply to meet Richmond long-term housing needs as estimated by the 2024 Interim Housing Needs Report and accommodate development targets set by the Provincial Housing Target Order for Richmond, and update	The OCP aligns with the findings of the 2024 Interim Housing Needs Report. The land use map reflects capacity for twice the amount of estimated housing need and encourages construction of a greater variety of housing types to accommodate the housing needs of more residents. The projection using the Province's Housing Needs Report Method is 2,600 unit per year which is substantially higher than Metro Vancouver's dwelling projections: 1,478 units per year (low), 1,614 units per year (medium) and 1,764 units per year (high). The pre-zoning of almost 27,000 single-family and duplex lots to permit small-scale multi-unit housing (SSMUH), as directed by Bill 44, roughly doubled the total capacity of those lands from approximately 54,000 units, with two units per lot, to 108,000 units, which assumes four units per lot. Further, Richmond's Transit-Oriented Areas (TOA) Bylaw, as defined by Bill 47, has increased

	the OCP as needed to align with housing needs assessments as required by provincial housing legislation. (Section 3.2 Objective 1 Policy a) Below are the employment projections for Richmond by Metro Vancouver. Employment 2030: 171,476 2040: 188,302 2050: 200,555 Section 6 (Resilient Economy) includes policies to achieve a vision for a resilient economy. The current OCP incorporates the 2041 Employment Lands Strategy, which examines the supply of employment lands and policies to address Richmond's long-term economic and business development needs. The OCP policies are supported by changes made to the OCP and Zoning Bylaw in 2021 through the Industrial Lands Intensification Initiative (ILII) to support the protection and intensification of industrial lands. The ILII advances the recommended actions in the Metro Vancouver Regional Industrial Strategy and aligns with Metro Vancouver's 2040 Regional Growth Strategy to achieve the regional target. The City is committed to continuing to support industrial intensification in a manner that aligns with industry needs and City's objectives.	development capacity by roughly 30,000 units within 800 m of Richmond's Canada Line Capstan, Lansdowne and Brighouse stations, as compared to the current City Centre Area Plan (CCAP). The City is currently developing a new Economic Strategy to guide the City's long-term economic direction, support business growth and retention and strengthen community resilience.
1.2.23 a) provide dwelling unit and employment projections that indicate the Member Jurisdiction's share of planned growth and **contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2** (Dwelling Unit and Employment Growth	The proposed OCP can accommodate the projected residential growth and continues to achieve the regional share of growth for Urban Centres. 50% of the residential growth is projected to be in the City Centre.	

Targets for Urban Centres and Frequent Transit Development Areas) Regional Targets for Residential Growth by Location: • **All Urban Centre Types: 40%** • **Frequent Transit Development Areas: 28%** Regional Targets for Employment Growth by Location: • **All Urban Centre Types: 50%** • **Frequent Transit Development Areas: 27%**	The majority (80%) of the employment growth between 2009 and 2041 will be in the City Centre, Sea island (YVR) and North Richmond. The City Centre will remain the main area of jobs in the City and primary area of future office development in the City. Section 6 (Resilient Economy) includes City's commitment to continue to coordinate long-term community planning with neighbouring jurisdictions, vital to long-term employment and a resilient local and regional economy (YVR, Port Metro Vancouver, TransLink, Metro Vancouver, Steveston Harbour Authority) (Section 6.1 Objective 1 Policy e)	
1.2.23 b) ii) include policies and actions for Urban Centres and Frequent Transit Development Areas that: **focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3** (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.12 *1.2.12 Implement the strategies and actions of the Regional Growth Strategy that contribute to regional targets as shown on Table 2 to:* ***a) focus 98% of the region's dwelling unit growth to areas within the Urban Containment Boundary;*** ***b) focus 40% of the region's dwelling unit growth and 50% of the region's employment growth to Urban Centres; and*** *c)* ***focus 28% of the region's dwelling unit growth and 27% of the region's employment growth to Frequent Transit Development Areas.***	City Centre villages, including Capstan, Lansdowne, Brighouse, Oval and Alexandra, are subject to existing Area Plans that guide growth and provide for at least 50% of Richmond's projected new dwellings. In response to recent provincial Transit-Oriented Areas (TOA) legislation, permitted building height and density is increased within 800 m of the Capstan, Lansdowne and Brighouse Canada Line Stations. Proposed Section 1.6 defines new neighbourhood types. City Centre Downtown is within a 10-minute walk or roll (800m) from Canada Line Stations and identified for high density, mid- and high-rise, mixed-use development with diverse housing options (including rental) to support a vibrant downtown and the City Centre's role as a regional urban centre balancing population, jobs and quality of life.	Future study and public engagement will further refine planning for transit-oriented village across the city, including Canada Line and future frequent transit villages.

Strategy 1.1: Contain urban development within the Urban Containment Boundary			
	Section	**Policy**	**Applicable OCP Policies**
Policy 1.1.9	**Adopt Regional Context Statements that:**		
	a)	Depict the Urban Containment Boundary on a map, generally consistent with the Regional Land Use Designations map (Map 2)	See OCP RCS Map
	b)	Provide Member Jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of focusing 98% of residential growth inside the Urban Containment Boundary	*Please see response in Targets section*
	c)	Include a commitment to liaise regularly with Metro Vancouver Liquid Waste Services and Metro Vancouver Water Services to keep them apprised of the scale and timeframe of major development plans as well as specific plans to separate combined sewers	Section 12 (Sustainable Infrastructure and Resources) includes policies to work with Metro Vancouver to maintain and improve the efficiency of infrastructure. For example, Section 12.1 Objective 1 includes policies to continue to work with Metro Vancouver on sanitary trunk and treatment plant capacity improvement projects (Policy e) and participate in the on-going implementation of the Metro Vancouver's Integrated Liquid Waste Resource Management Plan (Policy f). Section 12.3 Objective 1 includes policies to continue to work with Metro Vancouver on water supply capacity improvement projects (Policy g) and to continue to support the Metro Vancouver's Drinking Water Management Plan (Policy h).
	d)	Integrate land use planning policies with local and regional economic development strategies, particularly in the vicinity of the port and airports, to minimize potential exposure of residents to environmental noise and other harmful impacts	The industrial land use designation excludes retail and residential uses. Section 9.2 (previously in Section 3.6.3) includes noise management policies and designates aircraft noise sensitive land use and

			mitigation requirements to enhance livability. In Section 14.1.5 (DP Area Designations) all industrial sites in the City Centre, and industrial sites adjacent to non-industrial uses are designated as DP Areas to mitigate potential adverse impacts on surrounding uses.

Strategy 1.2: Focus growth in Urban Centres and Frequent Transit Development Areas

	Section	Policy	Applicable OCP Policies
Policy 1.2.23	**Adopt Regional Context Statements that:**		
	a)	provide dwelling unit and employment projections that indicate the Member Jurisdiction's share of planned growth and contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2 (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas)	*Please provide response in Targets section*
	b)	include policies and actions for Urban Centres and Frequent Transit Development Areas that:	See below.
	i)	identify the location, boundaries, and types of Urban Centres and Frequent Transit Development Areas on a map that is consistent with the guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and Map 4	The OCP land use map identifies the City Centre which is consistent with the guidelines set out in Table 3 of the Regional Growth Strategy. The City Centre boundaries are proposed to be adjusted to reflect recent provincial Transit-Oriented Areas (TOA) legislation and related considerations but remain generally consistent with the Urban Centre boundaries in the RGS map. See RCS Map. The current RCS allows amendments to adjust the boundaries of Urban Centres, provided such boundary adjustments meet the guidelines set out in Table 3 of the Regional Growth Strategy.

	ii)	focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.12	*Please provide response in Targets section*
	iii)	encourage office development to locate in Urban Centres through policies, economic development programs, or other financial incentives	Section 6.2 Objective 2 *City Centre* a) establish City Centre as the primary area of future office development in the City, to accommodate future regional/local office and institutional demands b) consider policy and tax incentives for stand-alone and/or mixed-use office space in the Bridgeport and Aberdeen commercial reserves c) ensure that public realm improvements (streetscape, public spaces) maintain high property values and, where appropriate, encourage the re-development of single-storey retail and light industrial properties to higher-density office space Section 2.2.3 (a) of the City Centre Area Plan encourages office- friendly development opportunities and office-friendly checklist (e.g., large, flexible site, high density, large floorplate buildings) Also, it supports commercial opportunities, especially office, where new housing is restricted due to aircraft noise (policy 2.2.3.c)
	iv)	support modal shift by establishing or maintaining reduced residential and commercial parking requirements in Urban Centres and FTDAs and consider the use of parking maximums	Proposed Section 3.2 Objective 1 includes policies to lower costs associated with housing construction and operation.

			For example: • Define criteria for developers to align parking construction to demand to reduce related construction costs and advance the City's transportation and climate response objectives • Remove mandatory residential parking minimums, excluding accessible parking, visitor parking and loading, and commercial/office/industrial parking in areas subject to Richmond's Transit-Oriented Areas (TOA) bylaw (i.e., City Centre Downtown) as required under recent provincial legislation. • Consider parking reductions for new development where residential use is exclusively reserved for rental tenure, as determined by Council (over and above parking rate reduction provisions in the Zoning Bylaw). Section 8.5 (Mobility and Access) Objective 2 a) permit the provision of optional rather than mandatory parking spaces for residential developments where practical b) pursue mechanisms to allow developers' funding contributions towards alternative transportation modes (transit, cycling, walking) in lieu of providing vehicle parking c) permit reduced parking requirements for new developments located near major transit corridors and for mixed-use developments sharing parking, for example,

			for multiple family residential developments The Zoning Bylaw includes regulations regarding provision of parking in TOA (City Centre). There is no minimum number parking required for residential uses, except for accessible parking spaces.
	v)	consider the identification of appropriate measures and neighbourhood plans to accommodate urban densification and infill development in Urban Centres, Frequent Transit Development Areas, and, where appropriate, Major Transit Growth Corridors in a resilient and equitable way (e.g. through community vulnerability assessments, emergency services planning, tenant protection policies, and strategies to enhance community social connectedness and adaptive capacity)	The goal of the proposed Section 3 (Neighbourhoods and Housing) is to make Richmond a place whether housing development delivers innovative, purpose-driven solutions that contribute to housing affordability and diversity and equitable, resilient neighbourhoods. Section 3.1 (Build Better Neighbourhoods) applies a growth management approach based on a transit-oriented village framework that aims to encourage more compact community growth and its benefits, including more housing supply and options, economic viability, improved health, equity and inclusivity, reduced transportation costs, a more climate-resilient community and reduced greenhouse gas (GHG) emissions, and lower per capita infrastructure costs. Section 3.1. Objective 1 includes a policy to encourage growth and new housing development where they contribute to equitable, inclusive communities that support residents through all stages of life (Policy a). Section 3.2 (Build Better Housing) Objective 1 includes a policy to apply an equity lens to the Growth Management

			Framework to ensure the benefits that are associated with growth are distributed to address any imbalances or disparities (Policy a). Sectio 3.2 Objective 2 includes policies to minimize displacement of those who live in rental housing (e.g., tenant relocation plan requirement) (Policy a). The City is currently undertaking a targeted OCP update for community equity to enhance social inclusion and well-being of all community members, especially the equity-deserving groups. These policies will work together with other strategies and plans within the proposed Growth Management Framework to ensure growth is accommodated in a resilient and equitable way. The targeted update process is currently underway.
	vi)	consider support for the provision of child care spaces in Urban Centres and Frequent Transit Development Areas	Proposed Section 3.1 (Build Better Neighbourhoods) Objective 1 (Policy d) encourages commercial and community uses throughout the City to meet residents' daily needs including child care. Policy d also introduces new policies regarding Complete Village Spaces and tools to permit, incentivize and finance public and private sector uses, including child care. The City Centre Area Plan includes specific policies and strategies supporting the creation or expansion of child care through the development process (City Centre Area Plan Section 2.8.2.b). Where recent provincial TOA legislation

			hampers the City's ability to use density bonusing, the new Complete Village Spaces policies provide new measures to permit, incentivize and finance public and private sector uses, including child care. The City has also updated the Child Care Strategy and adopted the 2021-2031 Richmond Child Care Action Plan which complement and work together with the OCP policies.
	vii)	consider the implementation of green infrastructure	Section 9 (Island Natural Environment) Objective 2: promote green infrastructure and Green Infrastructure Network (GIN) and their underlying ecosystem services on all lands. Policies include e) develop a toolbox of planning and environmental policies to support site and neighbourhood level planning processes to integrate the GIN tool within the Ecological Network. This will include the identification of opportunities to acquire, enhance and protect lands through redevelopment and rezoning. In addition, the City Council adopted the updated Community Energy and Emissions Plan 2050 which includes a strategic direction to enhance green infrastructure to maximize the climate benefits of Richmond's green infrastructure by protecting and expanding existing carbon stores in trees, vegetation and soils.

			Also, the Ecological Network Management Strategy (2015) includes green infrastructure (e.g., community gardens, rain gardens, green roofs, and watercourses) as a feature in the Ecological Network and encourages incorporating more green infrastructure into built environment.
	viii)	focus infrastructure and amenity investments (such as public works and civic and recreation facilities) in Urban Centres and Frequent Transit Development Areas, and at appropriate locations within Major Transit Growth Corridors	Proposed Section 3.1 (Build Better Neighbourhoods) focuses growth, infrastructure and amenity investment in transit-oriented communities (i.e., City Centre, local villages and other areas close to transit). Section 3.1, Objective 1, prioritizes growth in high amenity locations and near transit.
	ix)	support the provision of community services and spaces for non-profit organizations	Section 3.1, Objective 1, Policy d introduces new policies regarding Complete Village Spaces and related tools to permit, incentivize and finance public and private sector uses, including space to accommodate community services and non-profit organizations. Tools include, but are not limited to, the, Village Centre Bonus Overlay (as originally introduced in the City Centre Area Plan in 2009) and new Complete Village Space Overlay (i.e., city-wide density bonus). Section 11.3 Objective 2: facilitate the provision of space for community agencies, including: a) establish mechanisms to assist non-profit agencies and community groups to secure office or program space, or funding (e.g., through senior governments, NGOs, the lease of any surplus City space, negotiation with developers in the rezoning process)

			b) establish clear, transparent guidelines for the securing and allocating of City-owned or negotiated community agency space (e.g., eligibility criteria, cost factors, timing, roles and responsibilities) c) support non-profit agencies and community partners to develop and maintain an inventory of space requirements for community agencies in Richmond The policies will be further enhanced through the targeted OCP update for community equity in the future.
	x)	consider, where Urban Centres and Frequent Transit Development Areas overlap with Employment lands, higher density forms and intensification of commercial and light industrial	Section 1.6 introduces five mixed-use neighbourhood types, including City Centre Downtown (which is within a 10-minute walk of specified Canada Line stations and identified as key employment area) and Local Villages (which are outside City Centre and intended to support the daily needs of residents, together with diverse jobs and business). Section 6.1 includes policies to densify neighbourhood commercial centres through multi-use development integrating a range of employment uses (Objective 1 Policy b). Section 6.2 includes policies to consider increasing the maximum building height in industrial zones or removing it (Objective 1 Policy i) and to encourage higher density industrial employment uses in the City Centre (Objective 1 Policy d for City Centre) Section 6.2 also includes a policy to consider increasing

			office Floor Area Ratios along major transportation corridors (Objective 2 Policy a)
	xi)	take appropriate steps to avoid or mitigate the negative health impacts of busy roadways on new or redeveloped residential areas	Section 9.2 (previously in Section 3.6.3) includes policies for noise management including noise from traffic and Canada Line. For example, new developments are required to achieve CMHC interior noise standards and ASHRAE standards and register noise covenants.
	c)	Include policies for General Urban lands that:	See below
	i)	identify General Urban lands and their boundaries on a map generally consistent with Map 2	General Urban lands are identified on the RCS Map and their boundaries are generally consistent with the RGS.
	ii)	exclude new non-residential Major Trip- Generating uses, as defined in the Regional Context Statement, from those portions of General Urban lands outside of Urban Centres and Frequent Transit Development Areas and direct new non-residential Major Trip-Generating uses to Urban Centres and Frequent Transit Development Areas	Section 1.6 introduces five mixed-use neighbourhood types, including City Centre Downtown. Additional direction is provided through Section 6.2 Objective 5 *City Centre* Policy b) encourage major public and institutional uses (e.g., universities, Crown corporations) in the Bridgeport and Aberdeen Village commercial reserves. City Centre Area Plan Policy 2.2.3.d Encourage the City Centre's continued role as an important city-serving and regional retail centre via: • the designation of ample, well-located lands for urban retail and reduced automobile-oriented commercial uses • a network of Pedestrian-Oriented Retail Precincts providing a focus for the City Centre's retail activities • minimum recommended commercial retail unit sizes

			aimed at enhancing retail flexibility and viability. Policy 2.4.1 a Encourage the establishment of an arts, culture and heritage district within the City Centre as a centre for a special precinct where zoning and development guidelines, economic and cultural strategies and related practices support and provide incentives for a vibrant, diverse and viable arts community and a focus for complementary uses, such as dining, theatre, galleries, retail, education and festivals.
	iii)	encourage infill and intensification (e.g. row houses, townhouses, mid-rise apartments, laneway houses) in appropriate locations within walking distance of the Frequent Transit Network;	The proposed Growth Management Framework in Section 1.6 includes different neighbourhood types including Local Villages, Arterial Connectors and Neighbourhood Residential. Infill, townhouses and low-rise apartments are proposed to be permitted with local serving amenities, commercial uses and access to transit in these types of neighbourhoods. This will help strengthen growth outside City Centre, increase housing choice and deliver more walkable places for everyone.
	iv)	encourage neighbourhood-serving commercial uses	Proposed Section 3.1 (Build Better Neighbourhoods) encourages a healthy mix of uses in village centres and incentivizes land uses necessary to support residents and ensure the growth of livable and economically vibrant communities. This includes: - (3.1, Objective 1 Policy d) designating pedestrian-oriented village high streets as for development

			as animated high amenity pedestrian-friendly areas - (3.1, Objective 2, Policies a, b, c) promoting villages designated locations - (3.1, Objective 2, Policy d) designating existing commercial sites along arterial roads for mixed-use development with 1:1 commercial replacement - (3.1, Objective 2, Policy e) encouraging large development in traditional detached housing areas to include corner stores and other neighbourhood needs
	d)	with regards to Actions 1.2.15 and 1.2.23 c) ii), include a definition of "non-residential Major Trip Generating uses" that includes, but is not limited to, the following uses: office or business parks, outlet shopping malls, post-secondary institutions, and large-format entertainment venues	The OCP currently includes definitions of "Mixed Employment", which includes stand-alone office and business parks, and "Commercial" those areas of the city where the principal uses provide for retail, restaurant, office, business, personal service, arts, culture, recreational, entertainment, institutional, hospitality and hotel accommodation. Commercial areas exclude residential uses, except for caretaker accommodation.
	e)	consider the identification of new Frequent Transit Development Areas in appropriate locations within Major Transit Growth Corridors, as part of the development of new or amended area or neighbourhood plans, or other community planning initiatives	A FTDA is not proposed. However, proposed Section 3 includes policies to promote growth and new housing development near transit including Canada Line stations, TransLink's planned major transit network improvements and along routes (arterial roads) that can serve multiple destinations (Section 3.1. Objective 1 and Policy a).
	f)	consider long-term growth and transportation planning coordination with adjacent municipalities, First Nations,	Proposed section 3.1 includes policies to promote growth and

		TransLink, and Metro Vancouver for transit corridors that run through or along two or more adjacent jurisdictions	new housing development near transit including Canada Line stations, TransLink's planned major transit network improvements or along routes that can serve multiple destinations (Objective 1 and Policy a). Section 8 (Mobility and Access) includes policies to work with TransLink to improve transit service (Section 8.2 Objective 1)
Strategy 1.3: Develop resilient, healthy, connected, and complete communities with a range of services and amenities			
Policy 1.3.7	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	support compact, mixed-use, transit, walking, cycling and rolling-oriented communities	Proposed OCP Growth Management Framework (Section 1), together with Section 3 (Neighbourhoods and Housing) and Section 8 (Mobility and Access), include policies to support compact, mixed-use transit, walking, cycling and rolling-oriented communities. These policies are supported and completed by various City strategies and plans such as Community Energy and Emissions Plan. For example, Section 1.0 proposes five transit-oriented neighbourhood types, including City Centre Downtown (focused on the Canada Line) and Local Villages (focused on key arterial road intersection outside City Centre that are served by frequent transit or well-located for frequent transit service in the future. Section 3.1 Objective 1 b) Promote conveniently compact communities: Adopt a village approach that prioritizes

			the enhancement of existing activity clusters (e.g., shopping centres, transit stations) and their surroundings as walkable, mixed-use communities. c) Encourage comfortably connected places and spaces: Make walking and rolling (e.g., bicycle, scooter, wheelchair) the preferred choices for most short trips, including getting to and from transit, for people of all ages and abilities. Section 8.1 Objective 1: Reduce the reliance on private vehicle travel by increasing the priority of walking, rolling, cycling and transit within the road network
	b)	locate and support community, arts, cultural, recreational, institutional, medical/health, social service, education and child care facilities, and local serving retail uses in Urban Centres or areas with good access to transit	Proposed Section 1.0 includes a Growth Management Framework that prioritizes development near existing parks, schools, recreation facilities, jobs, local-serving retail, medical/dental, etc. Proposed Section 3.1 (Build Better Neighbourhoods) incentivizes a healthy, viable mix of land uses necessary to support residents and ensure the growth of livable, sustainable, inclusive and economically vibrant communities (Objective 1 Policy d) including Complete Village Space policies that encourage the provision of large and small spaces for community-supporting uses (e.g., arts, culture, child care) particularly in transit-oriented villages.
	c)	provide and encourage public spaces and other place-making amenities and facilities (e.g. community gardens, playgrounds, gathering places, etc.) in new and established neighbourhoods, for all ages, abilities, and seasons, to support social connections and engagement	Proposed Section 3.1 includes a policy to encourage growth and new housing development where they contribute to equitable, inclusive communities that support residents through all stages of

			objectives and policies to ensure equitable access to green spaces and public spaces and provide a full range of places for residents of all ages and backgrounds (Objective 1 Policies a and b)
	iii)	safe and inviting walking, cycling, and rolling environments, including resting spaces with tree canopy coverage, for all ages and abilities	Section 8 (Mobility and Access) Objective 2: Encourage sustainable travel by enhancing the safety, comfort and accessibility of the transportation system for vulnerable road users (e.g., pedestrians, the mobility challenged, cyclists) For example, policies include a) retrofit road and streetscape features to meet the changing mobility needs of the community to enhance accessibility, comfort and security for all ages and abilities of users (e.g., all sidewalks and pathways to have curb ramps at intersections as required, additional benches, larger font for signage, wayfinding maps).
	e)	support the inclusion of community gardens (at-grade, rooftop, or on balconies), grocery stores and farmers' markets to support food security, and local production, distribution and consumption of healthy food, in particular where they are easily accessible to housing and transit services	Section 7.2 Promote Urban Agriculture and Advance Food Security Objective 1: To support and increase the range of urban agriculture (e.g., community gardening) and strengthen the food system beyond production. Objective 2: Strengthen the local food system to contribute to the economic, ecological and social well-being of the city. Objective 3: Support Locally Grown Food

	b)	limit development to a scale, form, and density consistent with the intent for the Rural land use designation, and that is compatible with on-site sewer servicing	N/A, no Rural designation in Richmond
	c)	specify the allowable density and form, consistent with Action 1.4.1, for land uses within the Rural regional land use designation	N/A, no Rural designation in Richmond
	d)	prioritize and support agricultural uses within the Agricultural Land Reserve, and where appropriate, support agricultural uses outside of the Agricultural Land Reserve	Section 7.1 Protect Farmland and Enhance Its Viability includes a number of policies under the following objectives. Objective 1: Continue to protect the City's agricultural land base in the ALR. Objective 2: Ensure agricultural production remains the primate use of agricultural land.
	e)	support the protection, enhancement, restoration, and expansion of ecosystems identified on Map 11 to maintain ecological integrity, enable ecosystem connectivity, increase natural carbon sinks and enable adaptation to the impacts of climate change	Section 2 (Climate Change Response) includes objectives and policies to effectively respond to climate change, reduce GHG emissions, improve conditions through carbon sequestration and strengthen resiliency. (Section 2.2, Objective 1, Section 2.3 Carbon Sequestration Objective 1, Section 2.4 Climate Change Adaptation) Section 9 (Island Natural Environment) takes an Ecological Network approach while accommodating growth, and encourages ecological values, lands and connectivity to be integrated into land use planning initiatives (Objective 1) Section 10 (Open Space and Public Realm) includes objective and policies to strategically expand the range of ecosystem services integrated within the open space and public realm to strengthen and contribute to the Ecological Network (Objective 5).

			life and abilities (Objective 1 Policy c). Future detailed village planning and community engagement will advance these objectives (e.g., high street designs, enhanced public spaces and accessible connectivity measures). These policies will be further enhanced through a targeted update for community equity. The policy development is currently underway.
	d)	respond to health and climate change-related risks by providing equitable access to:	See below. Note: these policies will be further enhanced through a targeted update for community equity. The OCP policy development is currently underway.
	i)	recreation facilities	Section 4.2 (Recreation and Community Wellness) Objective 2 a) continue to reach out to "hard to reach" populations, people with disabilities and older adults and youth b) deliver a broad range of programs and opportunities that appeal across all cultures, age groups and under-served groups c) address recreation accessibility and affordability issues in collaboration with community agencies through guidance and financial support where appropriate. These policies will be further enhanced through a targeted update for community equity and other City strategies and plans (e.g., Recreation and Sport Strategy).
	ii)	green spaces and public spaces (e.g. parks, trails, urban forests, public squares, etc.)	Section 10 (Open Space and Public Realm) includes

			Proposed section 3.1 Objective 1 Policy d) encourages a healthy mix of uses to support walkability and meet the needs of residents close to home. The proposed transit-oriented villages support economic diversity, food security and health objectives.
	f)	consider, when preparing new neighbourhood and area plans, the mitigation of significant negative social and health impacts, such as through the use of formal health and social impact assessment methods in neighbourhood design and major infrastructure investments	The mitigation of significant negative social and health impacts is being considered for the development of policies to advance community equity and will be considered when developing area plans in the future.
	g)	provide design guidance for existing and new neighbourhoods to promote social connections, universal accessibility, crime prevention through environmental design, and inclusivity while considering the impacts of these strategies on identified marginalized members of the community	Section 14 includes Development Permit guidelines that promote social connections, universal accessibility (section 14.2.12), CPTED (section 14.2.11) and inclusivity. Future detailed village planning and community engagement will advance these objectives (e.g., high street designs, enhanced public spaces and accessible connectivity measures).
	h)	consider where appropriate, opportunities to incorporate recognition of Indigenous and other cultures into the planning of Urban Centres, FTDAs, and other local centres	The City is in the process of updating the City's Art Strategy. The current Richmond Art Strategy (2019-2024) promotes inclusivity and diversity in the arts. Supporting actions include highlighting Richmond's cultural diversity in arts and culture marketing and communication and ensure that programming involves work by Musqueam and other Indigenous artists.

Strategy 1.4: Protect Rural lands from urban development			
Policy	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	identify Rural lands and their boundaries on a map generally consistent with Map 2	N/A, no Rural designation in Richmond

			The City adopted the Ecological Network Management Strategy in 2015 to protect and enhance ecological assets. The Strategy provides an overview of Richmond's current ecological assets, identify and group the key areas of the City to focus future specific actions where most appropriate, and provide tailored guidance on how the Ecological Network can be strengthened by different vegetation and land use types within the City. The Community Energy and Emission Plans 2050 includes eight strategic directions to achieve Richmond's GHG emission reduction targets.

Metro 2050 Goal 2: Support a Sustainable Economy

The proposed Growth Management Framework strategically directs growth to where it best contributes to broad complete community objectives. It includes defined and connected growth areas, which preserve non-residential land uses that support economic diversity, food security and health objectives as well as a align with climate and environmental objectives.

Section 6 (Resilient Economy) includes policies to achieve a vision for a resilient economy. The OCP policies are supported by changes to the OCP and Zoning Bylaw resulting from the Industrial Lands Intensification Initiative (ILII) to support the protection and intensification of industrial lands.

In addition, the City has adopted Circular City Strategy. It aims to maximize resource value by designing out waste and pollution, keeping products and materials in use longer, and regenerating nature through responsible consumption.

The City of Richmond is also developing a new Economic Development Strategy to guide the City's long-term economic direction, support business growth and retention and strengthen community resilience.

Strategy 2.1 Promote land development patterns that support a diverse regional economy and employment opportunities close to where people live

	Section	Policy	Applicable OCP Policies
Policy	**Adopt Regional Context Statements that:**		
	a)	include policies to support appropriate economic activities, as well as context-appropriate built form for	Section 1.0 proposes five transit-oriented neighbourhood types, including City Centre Downtown

	b)	identify Trade-Oriented lands, if applicable, with a defined set of permitted uses that support inter-regional, provincial, national, and international trade (e.g. logistics, warehouses, distribution centres, transportation and intermodal terminals) and location needs (e.g. large and flat sites, proximity to highway, port, or rail infrastructure) on a map consistent with the goals in the Regional Growth Strategy. Strata and/or small lot subdivisions on these lands should not be permitted	Section 6.1 (Multi-Objective Employment Lands Policies) includes policies to continue to collaborate and coordinate with neighbouring jurisdictions and partners (e.g. YVR, PMV, TransLink, Metro Vancouver) for resilient local and regional economy (Objective 1 Policy e) Section 6.2 (Objective-Specific Employment Lands Policies) includes policies to foster a strong Asia-Pacific Gateway enabling sector that capitalizes on Richmond's strategic location and existing infrastructure, protect industrial land base (Objective 1: Asia-Pacific Gateway Policy a). The YVR land and other areas near major transportation routes are designated for industrial and consistent with the goals in the RGS. With the Economic Development Strategy underway, the City will review commercial and industrial policies, and can consider the inclusion of Trade-Oriented Lands at that point.
	c)	include policies for Industrial lands that:	See below
	i)	consistently define, support, and protect Industrial uses, as defined in Metro 2050, in municipal plans and bylaws, and ensure that non-industrial uses are not permitted	Section 6 (Resilient Economy) includes policies to protect industrial lands and encourage intensification of industrial lands. (Section 6.1 Objective 1 Policy l) & Section 6.2 Objective 1 Policy a) The City undertook the Industrial Land Intensification Initiative in 2020-2021 and recommended amendments to the OCP and Zoning Bylaw to further protect and encourage intensification of industrial lands. Amendments were made to the industrial zones and related definitions in the Zoning Bylaw to provide clarification to permitted industrial uses. The definitions and policies are consistent with those in Metro 2050.
	ii)	support appropriate and related accessory uses, such as limited-scale ancillary commercial spaces, and caretaker units	Section 6.2 (Objective-Specific Employment Lands Policies) Objective 1: Asia-Pacific Gateway s) do not encourage retail sales in the Industrial (I) and Light Industrial (IL) zones, but allow limited retail (e.g., 15% of the overall floor area up to a maximum of 500 m2 [5,382 ft2]) for mixed employment business parks in the Industrial Business (IB) and Industrial Retail (IR) zones, or in site-specific zones which permit a

		office development, variable development cost charges, and/or other incentives	identified in the City Centre Area Plan for medium and high density employment and central business district-type uses (e.g., large-scale office, retail and hotel). Section 6.2 Objective 2: Knowledge-based Industries includes policies to establish City Centre as the primary area of future office development in the City to accommodate future regional/local office and institutional demands, and consider incentives for stand-alone and/or mixed use office space (Policies a and b).
	c)	discourage the development and expansion of major commercial uses outside of Urban Centres and Frequent Transit Development Areas and that discourage the development of institutional land uses outside of Urban Centres and Frequent Transit Development Areas	Section 6.2 Objective 3: Amenities and Attractions a) discourage stand-alone large footprint retail development (e.g., box retail, malls) in automobile-access only areas; integrate large footprint retail into City Centre and neighbourhood densification and redevelopment Objective 5: Population Services *City Centre* a) encourage retail and office uses on the perimeter of large institutional uses (e.g., hospital, WorkSafe BC) that flank major perimeter roads b) encourage major public and institutional uses (e.g., universities, Crown corporations) in the Bridgeport and Aberdeen commercial reserves.

Strategy 2.2 Protect the supply and enhance the efficient use of Industrial land			
Policy 2.2.9	**Section**	**Policy Text**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	identify the Industrial and Employment lands and their boundaries on a map generally consistent with Map 7	The OCP designates industrial and employment areas consistent with the RGS.

		Urban Centres, Frequent Transit Development Areas, Industrial lands, and Employment lands	(supporting high-density mixed-use development, including office, hotel, post-secondary education, and hospital uses, in proximity to Canada Line stations) and Local Villages (supporting housing, jobs and business in proximity to existing/future frequent transit outside City Centre). Proposed Section 3.1 (Build Better Neighbourhoods) incentivizes a healthy, viable mix of land uses necessary to support residents and ensure the growth of livable, sustainable, inclusive and economically vibrant communities through a transit-oriented village framework (Objective 1 Policy d). It includes a policy to encourage commercial units of adequate size, proportion and features to meet local needs, support economic viability and adapt to changing demands and trends, including, but not limited to, a typical unit depth of 18m or more, larger units for grocery and other large-format stores, and flexible spaces suitable to a variety of uses (e.g., second floor space adaptable to office, medica/dental, education, recreation). Section 6.1 Objective 1 supports the development of community-wide employment lands to achieve a resilient economy though various policies including f) continue to seek from TransLink provisions for suitable transit services to all major employment areas in the community and g) establish the City Centre as Richmond's principal commercial and office area and l) consider increasing density for multi-storey industrial buildings.
	b)	support the development and expansion of large-scale office and retail uses in Urban Centres, and lower-scale uses in Frequent Transit Development Areas through policies such as: zoning that reserves land for commercial uses, density bonus provisions to encourage	Proposed Growth Management Framework in Section 1.0 directs residential growth away from the Bridgeport and Aberdeen Canada Line stations, which areas are subject to high aircraft noise and

			mix of industrial and employment uses, provided the retail is ancillary to manufacturing uses only. As part of the Industrial Land Intensification Initiative review in 2021, the Zoning Bylaw was amended to allow ancillary office space and limited retail use.
	iii)	exclude uses that are not consistent with the intent of Industrial lands and not supportive of Industrial activities, such as medium and large format retail uses, residential uses, and stand- alone office uses, other than ancillary uses, where deemed necessary	As part of the Industrial Land Intensification Initiative review in 2021, staff conducted a comprehensive review of all existing non-industrial uses permitted in the industrial areas. Medium and large format retail uses, residential uses and stand-alone office uses are not permitted in the industrial areas. Proposed Growth Management Framework in Section 1.0 promotes compact residential growth and directs it away areas where the intended focus is employment uses.
	iv)	encourage improved utilization and increased intensification/densification of Industrial lands for Industrial activities, including the removal of any unnecessary municipal policies or regulatory barriers related to development form and density	Section 6.1 (Multi-Objective Employment Lands Policies) Objective 1: Asia-Pacific Gateway l) consider increasing density for multi-storey industrial buildings provided that the following criteria are met: • a maximum floor area ratio of 1.5 provided this is for industrial uses (e.g. heavy and general industrial) • a minimum site area of 2.5 ha (6.2 acres) to allow efficient truck access and truck and vehicle ramping (the minimum site area may be reduced if demonstrated that a smaller site area is feasible) • the site should be located within 1-kilometre of an access point to a major road network or Provincial highway to facilitate efficient vehicle and truck movement • the site should not be located within 100 m (328 ft.) of a residentially zoned lot • corner lots are discouraged as any visible exterior ramping for trucks and vehicles should be from the interior side yard or rear yard • transportation (e.g., truck access and egress) and servicing issues (e.g., water, sewer, drainage) have been addressed through the rezoning application process The City undertook the Industrial Land Intensification Initiative in 2020-2021 and recommended amendments to the OCP and

			Zoning Bylaw to further protect and encourage intensification of industrial lands.
	v)	review and update parking and loading requirements to reflect changes in Industrial forms and activities, ensure better integration with the surrounding character, and reflect improvements to transit service, in an effort to avoid the over- supply of parking	Section 6.1. Objective 1 m) consider reducing parking requirements for employment developments along major transportation corridors, in combination with other non-vehicular transportation improvements and near transit hubs Section 6.2 Objective 1 l) consider reducing surface parking requirements in areas of low employment-to-building area ratios (e.g., traditional industrial zones) Section 6.2 Objective 4 g) in areas of improved transit service outside City Centre, consider reducing parking requirements and promote densification As part of the Industrial Land Intensification Initiative review in 2021, staff conducted a comprehensive review of parking requirements and made changes to the Zoning Bylaw to implement new reduced parking requirements.
	vi)	explore municipal Industrial strategies or initiatives that support economic growth objectives with linkages to land use planning	The industrial Land Intensification Initiative was undertaken in 2021-2022 to identify and assess opportunities for amendments to OCP and Zoning Bylaw to help preserve industrial land and encourage more intensive utilization of these limited lands. Staff are monitoring implementation of the various amendments to the OCP and Zoning Bylaw. The City is currently developing a new Economic Development Strategy.
	vii)	provide infrastructure and services in support of existing and expanding Industrial activities	Section 6.2 Objective 1 c) improve road infrastructure to achieve efficient truck movement g) pre-service lands where long-term industrial development is expected n) explore establishing light industrial DCCs based on building area, rather than land area,to ensure a more equitable infrastructure improvement capital cost collection system based on levels of use

			Section 12 (Sustainable Infrastructure and Resources) includes policies to support City's existing and future businesses (e.g. improved road network).
	viii)	support the unique locational and infrastructure needs of rail-oriented, waterfront, and trade-oriented Industrial uses	Section 6 (Resilient Economy) includes policies to foster a strong and competitive Asia-Pacific Gateway enabling sector that capitalizes on Richmond's strategic location. Policies include to protect the industrial land base and continue to partner with Asia Pacific Gateway partners, including YVR, PMV, Metro Vancouver (Section 6.2 Objective 1)
	ix)	consider the preparation of urban design guidelines for Industrial land edge planning, such as interface designs, buffering standards, or tree planting, to minimize potential land use conflicts between Industrial and sensitive land uses, and to improve resilience to the impacts of climate change	Section 14 (Development Permit Guidelines) includes form and character guidelines for industrial sites in the City Centre and those industrial sites joining or within 30 m to another site which is zoned or designated for residential, community institutional, parks, school, conservation area or mixed use.
	x)	do not permit strata and/or small lot subdivisions on identified Trade-Oriented lands	Staff continue to monitor trends around industrial stratification, and work with Metro Vancouver and other partners to explore land use policy tools to encourage the preservation of large industrial parcels.
	d)	include policies for Employment lands that:	See below.
	i)	support a mix of Industrial, small scale commercial and office, and other related employment uses, while maintaining support for the light Industrial capacity of the area, including opportunities for the potential densification/intensification of Industrial activities, where appropriate	The OCP designates employment areas consistent with the RGS and the proposed OCP supports densification of the local villages with local employment uses. The changes made to the OCP and Zoning Bylaw resulting from the ILII study support densification of industrial lands.
	ii)	allow large and medium format retail, where appropriate, provided that such development will not undermine the broad objectives of the Regional Growth Strategy	In Section 16 (Definitions), "Mixed Employment" is defined as those areas of the City where the principal uses are industrial and stand-alone office development, with a limited range of support services. In certain areas, a limited range of commercial uses are permitted such as the retail sale of building and garden supplies, household furnishings, and similar warehouse goods. Section 6.2 Objective 3) City Centre a) discourage stand-alone large footprint retail development (e.g., box retail, malls) in automobile-access only areas; integrate large-footprint retail into City Centre and

			neighbourhood densification and redevelopment.
	iii)	support the objective of concentrating larger- scale commercial, higher density forms of employment, and other Major Trip-Generating uses in Urban Centres, and local-scale uses in Frequent Transit Development Areas	Proposed Growth Management Framework in Section 1.0 supports the City Centre as the City's key employment area, supporting its role in the region. Section 2.2 of the City Centre Area Plan (Jobs &Business) identifies the City Centre as a business centre with a strong identity, international perspective, and a sustainable, "triple bottom line" approach to economic development that builds on Richmond's existing strengths. It includes policies to protect industrial lands and encourage the retention of public sector lands and enhance its long-term viability, encourage urban offices and a vibrant retail environment. It supports protection and densification of industrial lands, encourages office friendly development opportunities (e.g., large, flexible sites, high-density, larger floor lates, urban streetscapes) (policies 2.2.1 & 2.2.2 and 2.2.3)
	iv)	support higher density forms of commercial and light Industrial development where Employment lands are located within Urban Centres or Frequent Transit Development Areas, and permit employment and service activities consistent with the intent of Urban Centres or Frequent Transit Development Areas, while low employment density and low transit generating uses, possibly with goods movement needs and impacts, are located elsewhere	Section 2.2. of the City Centre Area Plan supports higher density forms of commercial and light industrial development. For example, density bonusing, to a maximum of 3 floor area ratio (FAR), is permitted exclusively for office uses developed near No. 3 Road on sites measuring 4,000 m2 (1 ac.) or larger. (Section 2.2.3 a)
	v)	do not permit residential uses, except for: • an accessory caretaker unit; or • limited residential uses (with an emphasis on affordable, rental units) on lands within 200 m of a rapid transit station and located within Urban Centres or Frequent Transit Development Areas, provided that the residential uses are located only on the upper floors of buildings with commercial and light Industrial uses, where appropriate and subject to the consideration of municipal objectives and local context.	Residential uses are not permitted in the industrial areas.
	e)	include policies to assist existing and new businesses in reducing their greenhouse gas	Section 6.2 Objective 4: Sustainable Resource Use includes policies to ensure long-term

		emissions, maximizing energy efficiency, and mitigating impacts on ecosystems	business continuity by implementing sustainable approach to managing resources for industries. Policies include b) promote eco-industrial development related to employment lands-commercial or mixed developments that incorporate a capacity to share resources (e.g., energy, water, parking, transportation, child services); e) promote opportunities to integrate the ecological features and services into development and exploring, h) support private sector investment towards mitigating the impacts of climate change (e.g., renewable energy, stormwater and waste reduction).
	f)	include policies that assist existing and new businesses to adapt to the impacts of climate change and reduce their exposure to natural hazards risks, such as those identified within the Regional Growth Strategy (Table 5)	Section 6.2 Objective 4: Sustainable Resource Use includes policies to ensure long-term business continuity by implementing sustainable approach to managing resources for industries. Policies include h) support private sector investment towards mitigating the impacts of climate change (e.g., renewable energy, stormwater and waste reduction).
Strategy 2.3 Protect the supply of agricultural land and strengthen Agricultural viability			
	Section	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	specify the Agricultural lands within their juris- diction, denoting those within the Agricultural Land Reserve, on a map generally consistent with Map 8	See OCP RCS Map
Policy 2.3.12	b)	consider policies and programs that increase markets and the distribution of local food in urban areas to strengthen the viability of agriculture and increase availability of local food for all residents	Section 7.1 Objective 4: support the use of agricultural land for local food production and encourage a local food network to increase local food supply and consumption. Policies include: a) Continue to collaborate with Metro Vancouver, the Province, food producers, Vancouver Coastal Health, other municipalities and stakeholders to advance the goals in the Metro Vancouver Regional Food System Strategy. b) During the development application process, encourage applicants to consider urban agriculture into development projects outside of the ALR, including rooftop gardens, community gardens, vertical farming, backyard gardening, indoor farming, edible landscaping and the planting of food bearing trees.

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			c) Raise public awareness, in coordination with the FSAAC, of local farming, farmer's markets, and local food products, produce and programs. d) Support food tourism initiatives, in coordination with Tourism Richmond, the FSAAC, and other local stakeholders to highlight local food production. e) Strengthen relationships with external organizations that provide agriculture-related educational opportunities and promote local farming
	c)	include policies that protect the supply of Agricultural land and strengthen agriculture viability including those that:	See below
	i)	assign appropriate land use designations to protect Agricultural land for future generations and discourage land uses on Agricultural lands that do not directly support and strengthen Agricultural viability	Section 7.1 Objective 1: Continue to protect the City's agricultural land base in the ALR (policies a to f) Objective 2: Ensure agricultural production remains the primary use of agricultural land (policies a to f)
	ii)	encourage the consolidation of small parcels and discourage the subdivision and fragmentation of Agricultural land	Section 7.1 includes a policy to limit the subdivision of agricultural land into smaller parcels, except where measurable benefits to agriculture can be demonstrated as per the policies and regulations of the Agricultural Land Commission Act (Objective 2 Policy b).
	iii)	support climate change adaptation including: • monitoring storm water, flooding, and sea level rise impacts on Agricultural land, • implementing flood construction requirements for residential uses, and • maintaining and improving drainage and irrigation infrastructure that support Agricultural production, where appropriate and in collabo- ration with other governments and agencies	Section 7.1 includes an objective to mitigate the impacts of climate change on agricultural production (Objective 7, Policies a to d). It includes policies to coordinate with Metro Vancouver, ALC and the Ministry of Agriculture to assess the long-term impacts of climate change on agriculture and develop a coordinated response and tools to protect agricultural production, and continue to protect agricultural land and production while supporting the City's Dike Master Plan, Flood Protection Management Strategy and climate action initiatives to address sea-level rise, encourage sustainable farming practices including water and soil conservation, greenhouse gas emissions, reductions and soil management.

	iv)	protect the integrity of Agricultural land by requiring edge planning along the Urban Containment Boundary and adjacent to Agricultural operations through activities such as screening, physical buffers, roads, or Development Permit area requirements	A Development Permit is required for development of sites abutting the edge of the Agricultural Land Reserve (ALR). The OCP includes design guidelines for ALR landscape buffers (Section 14.2.14).
	v)	demonstrate support for economic development opportunities for Agricultural operations that are farm related uses, benefit from close proximity to farms, and enhance primary Agricultural production as defined by the *Agricultural Land Commission Act*	Section 7.1 Objective 2 includes policies to ensure agricultural production (e.g., growing of crops and raising animals) remains the primary use of agricultural land and ancillary uses (e.g., farm retail, storing, packing, preparing and processing of farm products) are secondary uses and consistent with the scale of the farm operation (Policies a to f) Section 7.1 Objective 3: Enhance long-term agricultural viability and opportunities for innovation includes a policy to encourage value-added agricultural related business initiatives consistent with City and Provincial regulations, while ensuring agricultural production remains the primary use of land (Policy d).
	vi)	align policies and regulations, where applicable, with the Minister's Bylaw Standards and Agricultural Land Commission legislation and regulations	Section 7.1 Protect Farmland and Enhance Its Viability Objective 9: continue to work collaboratively with upper levels of government to enhance agricultural viability. a) coordinate with ALC and Ministry of Agriculture to ensure City bylaws and policies are consistent with Provincial policies and regulations, including the Agricultural Land Commission Act, ALR Regulations, ALC Policies and the Minister's Bylaw Standard b) Coordinate with ALC and Ministry of Agriculture to ensure development proposals are consistent with Provincial policies and regulations c) coordinate with Metro Vancouver to support the Regional Growth Strategy which includes agricultural designations and policies for protection of agricultural land.

	Section	Policy	Supplementary Information
Policy 2.3.13		In partnership with other agencies and organizations, support agricultural awareness and promote the importance of the agricultural industry, the importance of protecting agricultural land, and the value of local agricultural products and experiences	Section 7.1 Objective 3: Enhance long-term agricultural viability and opportunities for innovation Policies include: a) build relationships with farmers and the agricultural community through the City's Food Security and Agricultural Advisory Committee (FSAAC) to address issues impacting agricultural viability and food security b) increase public awareness of City and other initiatives related to agriculture by disseminating information on farming practices, farm products, and educational programs through the City's website, social media or other forms of communication c) provide information for new farmers and property owners of agricultural land, including property owners who own small parcels (e.g., less than 5 acres) to encourage active farming or lease the land for farming d) continue to develop relationships with non-profit, academic and government organizations which promote local agriculture, organic growing, climate adaptation, carbon management and reductions in pesticide use.

Metro 2050 Goal 3: Protect the Environment, Address Climate Change, and Respond to Natural Hazards

The objectives and policies in the OCP identify a broad range of tools and approaches that target the protection, enhancement of ecological lands and services, address climate change and respond to natural hazards.

Section 2 (Climate Change Response) includes policies to effectively respond to climate change, reduce GHG emissions, improve conditions through carbon sequestration and strengthen resiliency. Section 9 (Island Natural Environment) takes an Ecological Network approach while accommodating growth, and encourages ecological values, lands and connectivity to be integrated into land use planning initiatives. Section 10 (Open Space and Public Realm) includes policies to strategically expand the range of ecosystem services integrated within the open space and public realm to strengthen and contribute to the Ecological Network.

The OCP identifies Environmentally Sensitive Areas (ESAs) as Development Permit Areas and include design guidelines for different types of ESAs to achieve long-term protection for ESAs.

The OCP policies are supported and complemented by various strategies such as 2050 Community Energy and Emissions Plan, Ecological Network Management Strategy, Circular City Strategy, Public Urban Forest Management Strategy, Parks and Open Space Strategy, Dike Master Plan and Flood Protection Management Strategy with more detailed actions and implementation strategies.

Goal 3 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
3.2.7 a) identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1: • increase the area of lands protected for nature **from 40% to 50% of the region's land base by the year 2050**; and • increase the total regional tree canopy cover within the Urban Containment Boundary **from 32% to 40% by the year 2050.**	Section 2 (Climate Change Response), Section 9 (Island Natural Environment) and Section 10 (Open Space and Public Realm) include various objectives and policies to protect and enhance ecological assets and increase tree canopy cover. Section 9 (Island Natural Environment) supports protecting the Ecological Network (Objective 1), promoting green infrastructure (Objective 2) and develop partnership for ecological gain (Objective 4). Section 2.1 is to reduce GHG emission. Policy d) is to maintain and update Richmond's Community Energy and Emissions Plan (CEEP) that identifies and advances strategic actions to achieve community-wide GHG emission reduction targets.	The OCP policies are supported and complemented by various strategies and plans such as Community Energy and Emissions Plan 2050, Ecological Network Management Strategy and Parks and Open Space Strategy. These strategies and plans include more detailed implementation action plans. The City is currently in the process of updating the OCP policies related to climate and environmental protection. The OCP policies will be further enhanced once the targeted update process is completed in the future.

	One of the actions in the CEEP is to expand Richmond's urban canopy. The Plan includes policies to implement the Public Tree Management Strategy 2045 (adopted by Council, November 2019) and develop a city-wide urban forest management strategy for private land to complement Richmond's Ecological Network Management Strategy (2015) and consider an incentive framework to encourage tree planting and retention on private urban lands within Richmond. One of the goals of the Public Tree Management Strategy is to increase canopy cover over the public realm from 20% to 30% by 2045.	
3.3.7 a) identify how local land use and transportation policies will contribute to meeting the **regional greenhouse gas emission reduction target of 45% below 2010 levels by the year 2030** and achieving a carbon neutral region by the year 2050;	Section 2.2 Climate Change Mitigation includes an objective to reduce community-wide GHG emissions 50% below 2007 levels and achieve net zero GHG emissions by 2050 (Objective 1). Policies include d) maintain and update the Community Energy and Emission Plan that identifies and advances strategic actions to achieve the targets. Richmond's Community Energy and Emissions Plan 2050 was updated in 2022 and includes multiple actions within eight strategic directions that together to set Richmond on a path to achieve 50% reduction in community GHG emissions by 2030, and reach net zero emissions by 2050. Some of the actions include retrofit existing buildings, transition to zero emission vehicle, carbon neutral new buildings, complete communities, active mobility for all and support frequent transit. Complete and compact communities are critical to	The City has also prepared the Climate Action Programs document to highlight the City's varied plans, strategies and actions that directly and indirectly address climate issues in Richmond. As a community made up of islands located in the Fraser River's estuary, the City of Richmond was one of the first municipalities to establish itself as a national climate action leader. The OCP policies will be further enhanced through the targeted update focusing on climate change and environmental protection.

	achieving the types of land uses that support low to zero-emission travel modes and energy efficiency buildings. Proposed Section 3.1 (Build Better Neighbourhoods) promotes conveniently compact communities (Objective 1 Policy b) and support a healthy mix of uses (Objective 1 Policy d). Section 8 (Mobility and Access) includes a number of objectives policies to support sustainable mobility options.	

Strategy 3.1: Protect and enhance Conservation and Recreation lands

	Section	Policy	Applicable OCP Policies
Policy 3.1.9	**Adopt Regional Context Statements that:**		
	a)	identify Conservation and Recreation lands and their boundaries on a map generally consistent with Map 2	The OCP designates Conservation areas consistent with the RGS. The Ecological Network Management Map is also included in in Section 9 (Island Natural Environment). The Map shows lands with conservation designation as well as Environmentally Sensitive Area (ESA) DP area and Riparian Management Areas (RMAs).
	b)	include policies that support the protection and enhancement of lands with a Conservation and Recreation land use designation, which may include the following uses:	See below.
	i)	drinking water supply areas	Section 12.3 (Water Supply and Distribution) Objective 1: Provide sufficient quantities of high-quality drinking water at adequate pressure to meet present and future needs of the community. Policies include continue to work with Metro Vancouver on water supply capacity improvement projects and support the Metro Vancouver Drinking Water Management Plan (Policies g and h)
	ii)	environmental conservation areas	Section 9 (Island Natural Environment) includes the Ecological

			Network Management Map that shows the conservation areas and policies to protect, enhance and expand the Ecological Network. The Ecological Network provides an innovate framework to better protect the City's ecological resources.
	iii)	wildlife management areas and ecological reserves	The Ecological Network Management Map in Section 9 includes Provincial Wildlife Management Areas.
	iv)	forests	The Ecological Network Management Map in Section 9 includes forests.
	v)	wetlands (e.g. freshwater lakes, ponds, bogs, fens, estuarine, marine, freshwater, and intertidal ecosystems)	The Ecological Network Management Map in Section 9 of the OCP includes shoreline and freshwater ecosystems which are protected as ESAs. Section 14 Development Permit Area Guidelines includes the OCP ESA DP guidelines.
	vi)	riparian areas (i.e. the areas and vegetation surrounding wetlands, lakes, streams, and rivers)	The Riparian Management Map is included in Section 9. Section 9 includes: Objective 1: Protect, enhance and expand a diverse, connected and functioning Ecological Network c) establish a meaningful and robust Ecological Network by considering protection of Riparian Management Areas and update City's Riparian Management Areas Response Strategy.
	vii)	ecosystems not covered above that may be vulnerable to climate change and natural hazard impacts, or that provide buffers to climate change impacts or natural hazard impacts for communities	Section 9 includes: Objective 2: Promote green infrastructure and the Green Infrastructure Network (GIN) and their underlying ecosystem services (e.g., clean air, water, soils), on all lands. Policies include a) expand the EN with a complementary Green Infrastructure Network as the key management tool.

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			The GIN describes the interconnected network of these natural and engineered green elements occurring at a variety of scales and is a foundational support tool for the function and quality of communities and ecological system. The Ecological Network Management Strategy provides the long-term ecological blueprint for the collaborative management and enhancement of the natural and built environments throughout the city, within neighbourhoods and across land uses and development types to achieve ecologically connected, livable and healthy places in which residents thrive.
	viii)	uses within those lands that are appropriately located, scaled, and consistent with the intent of the designation, including: o major parks and outdoor recreation areas; o education, research and training facilities, and associated uses that serve conservation and/or recreation users; o commercial uses, tourism activities, and public, cultural, or community amenities; o limited agricultural use, primarily soil-based; and o land management activities needed to minimize vulnerability / risk to climate change impacts	Section 10 (Open Space and Public Realm) includes: Objective 5: strategically expand the range of ecosystem services (e.g., biodiversity and habitat, rainwater management, carbon sequestering) integrated with the open space and public realm to strengthen and contribute the Ecological Network (Policies a to e) Objective 6: showcase Richmond's world-class waterfront and enhance the Blue Network (the Fraser River shoreline and estuary, and the internal waterways, the sloughs, canals and wetlands) for their ecological value, recreational opportunities sand enjoyment (Policies a to f) Policies include providing more opportunities for people to experience nature (e.g. bird watching, nature walks) and providing recreational opportunities to appreciate and participate in agricultural activities.
	c)	Include policies that:	See below

	i)	protect the integrity of lands with a Conservation and Recreation regional land use designation from activities in adjacent areas by considering wildland interface planning, and introducing measures such as physical buffers or development permit requirements	Section 14.7 (ESA DP Guidelines) includes detailed guidelines to protect and enhance the environmental resources and ecosystem services in ESAs. For example, an environment assessment which identifies any nearby wildlife use and mitigation measures such as a vegetated buffer) may be required.
	ii)	encourage the consolidation of small parcels, and discourage subdivision and fragmentation of lands with a Conservation and Recreation regional land use designation.	Section 9 Objective 1: Protect, enhance and expand a diverse, connected and functioning Ecological Network. Creation of an Ecological Network to help guide the strategic enhancement, layout and acquisition of lands for contiguous or connected areas to offer greater habitat value and overall ecosystem resiliency than numerous fragmented portions. Policies include c) establish a meaningful and robust Ecological Network by, as city resources enable, strategically acquiring portions of the EN that become available and are considered important properties to be owned by the City.

Strategy 3.2: Protect, enhance, restore, and connect ecosystems			
Policy 3.2.7	**Section**	**Policy Text**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1	*Please provide response in Targets section*
	b)	refer to Map 11 or more detailed local ecological and cultural datasets and include policies that:	See below
	i)	support the protection, enhancement, and restoration of ecosystems through measures such as land acquisition, density bonusing, development permit requirements, subdivision design, conservation covenants, land trusts, and tax exemptions	Section 9 Objective 1: Protect, enhance and expand a diverse, connected and functioning Ecological Network. Policy c) establish a meaning and robust EN by:

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			• all private development and City works will comply with the City's Environmentally Sensitive Areas policies, the City's RMA setbacks, the City's Tree Protection Bylaw, the Fraser River Estuary Management Program (FREMP) project review process and will respond to the EN policies and all other applicable environmental legislation; • as city resources enable, strategically acquiring portions of the EN that become available and are considered important properties to be owned by the City; • continuing to establish partnerships, incentives, policies, programs and measures, as Section 14.7 provides ESA DP guidelines.
	ii)	seek to acquire, restore, enhance, and protect lands, in collaboration with adjacent member jurisdictions and other partners, that will enable ecosystem connectivity in a regional green infrastructure network	Section 9 (Island Natural Environment) Objective 3: Proactively implement practices to protect and improve water, air and soil quality. Policies include: a) incorporate ecological values, Ecological Network, and Green Infrastructure Network opportunities and consideration of targets into the City's Integrated Stormwater Management Plan being developed under Regional and Provincial process. b) continue to partner with other government agencies in the Fraser River Estuary Management Program (FREMP) in regulating and assessing shoreline development along the Fraser River. j) continue to establish collaborative approaches with partner agencies to reduce the environmental (i.e.

			biodiversity loss), infrastructure and economic impact of invasive species expansion. k) continue to partner with senior governments and businesses to promote initiative aimed at best practices for stormwater management and spill response management. Objective 5: Fostering Environmental Stewardship b) continue to work with partner organizations, other levels of government, multicultural organizations and First Nations to develop and deliver environmental stewardship initiatives and collaborations that embrace the City's Ecological Network principles.
	iii)	discourage or minimize the fragmentation of ecosystems through low impact development practices that enable ecosystem connectivity	Section 9 Objective 2: Promote green infrastructure and Green Infrastructure Network (GIN) and their underlying ecosystem services (e.g., clean air, water, soils), on all lands. e) develop a toolbox of planning and environmental policies to support site and neighbourhood level planning processes to integrate the GIN tool within the EN. This will include the identification of opportunities to acquire, enhance and protect lands through redevelopment and rezoning ESA DP Guidelines in Section 14 includes polices to restore or enhances ESAs through a DP review process.
	iv)	indicate how the interface between ecosystems and other land uses will be managed to maintain ecological integrity using edge planning, and measures such as physical buffers, or development permit requirements.	Section 14 (Development Permit Guidelines) provides guidelines to accommodate new development while responding to and enhancing adjacent uses such as parkland or ESAs. (section 14.4.8 Edge Conditions)

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			Proposed Section 3.1 Policy c (Built Better Neighbourhoods) promotes a blue-green-grey multi-use network approach to enhancing connectivity and ecological health, including enhanced tree canopy and increased building setbacks to support landscape and other improvements.
	c)	Include policies that:	See below
	i)	support the consideration of natural assets and ecosystem services in land use decision-making and land management practices	Section 9 Objective 1: c) establish a meaningful and robust EN by considering the prioritization of EN lands, including City, private and other jurisdictions, for future planning, land acquisition, protection and enhancement. Section 14 includes ESA DP guidelines to protect and enhance the environmental resources and ecosystem services in ESAs which are part of the Ecological Network. Proposed Section 3.1 Policy c (Built Better Neighbourhoods) promotes a blue-green-grey multi-use network approach to enhancing connectivity and ecological health.
	ii)	enable the retention and expansion of urban forests using various tools, such as local tree canopy cover targets, urban forest management strategies, tree regulations, development permit requirements, land acquisition, street tree planting, and reforestation or restoration policies, with consideration of resilience	The City's Tree Protection Bylaw (No. 8057) regulates tree removal or damage on private and public lands. Its goal is to sustain a healthy, viable urban forest. The City also has adopted the Public Urban Forest Management Strategy.
	iii)	reduce the spread of invasive species by employing best practices, such as the implementation of soil removal and deposit bylaws, development permit requirements, and invasive species management plans	Section 9 Objective 2: Promote green infrastructure and Green Infrastructure Network (GIN) and their underlying ecosystem services (e.g., clean air, water, soils), on all lands. c) establish an Invasive Species Management Program which includes community and institutional partners, to reduce the spread of invasive species and consequent loss of biodiversity

			Objective 3: Proactively implement practices to protect and improve water, air and soil quality. j) continue to establish collaborative approaches with partner agencies to reduce the environmental (i.e. biodiversity loss), infrastructure and economic impact of invasive species expansion Section 14.7 (ESA DP Guidelines) includes guidelines to manage invasive species.
	iv)	increase green infrastructure along the Regional Greenway Network, the Major Transit Network, community greenways, and other locations, where appropriate, and in collaboration with Metro Vancouver, TransLink, and other partners	Section 10 includes the Current Parks and Public Open Space System Map that includes Canada line, cycle routes, parks, trails and greenways. Section 10 also includes Objective 5: strategically expand the range of ecosystem services (e.g., biodiversity and habitat, rainwater management, carbon sequestering) integrated within the open space and public realm to strengthen and contribute to the Ecological Network. Policies include: a) protect, enhance and sustain ecosystem services in parks and other public open spaces as these are significant parts of a robust Ecological Network (see Chapter 9.0) b) as practical, connect significant Ecological Network assets via existing or enhanced corridors (linear connections between ecosystems that facilitate the movement of species, water, nutrients and energy increasing the viability of those ecosystems) Section 9 Objective 2: Promote green infrastructure and the Green

			Infrastructure Network (GIN) and their underlying ecosystem services (e.g., clean air, water, soils), on all lands a) expand the EN with a complementary Green Infrastructure Network (GIN) as the key management tool; b) develop a Richmond specific approach to promote and track GIN opportunities to support the Ecological Network through the City's capital and operation projects, policies and development application requirements e) develop a toolbox of planning and environmental policies to support site and neighbourhood level planning processes to integrate the GIN tool within the EN. This will include the identification of opportunities to acquire, enhance and protect lands through redevelopment and rezoning
	v)	support watershed and ecosystem planning, the development and implementation of Integrated Stormwater Management Plans, and water conservation objectives.	Section 9 (Island Natural Environment) Objective 3: Proactively implement practices to protect and improve water, air and soil quality. a) incorporate ecological values, Ecological Network, and Green Infrastructure Network opportunities and consideration of targets into the City's Integrated Stormwater Management Plan being developed under Regional and Provincial process. Targets will be considered for inclusion within the City's Sustainability Framework programs. As part of plan implementation, encourage innovative measures to improve storm water quality and manage impervious areas where appropriate to reduce run-off volumes,

			sedimentation and erosion, and thus improve water quality. Section 12 (Sustainable Infrastructure and Resources) Objective 3: Pursue demand management strategies and continue water conservation initiatives a) continue to raise public awareness regarding the benefits of water conservation b) continue to move toward water metering through development, capital replacement and volunteer metering programs c) promote the use of rain water retention systems for irrigation purposes d) continue toilet rebate programs to reduce indoor water use e) continue to implement lawn sprinkling regulations to reduce seasonal water use

Strategy 3.3: Advance land use, infrastructure, and human settlement patterns that reduce energy consumption and greenhouse gas emissions, create carbon storage opportunities, and improve air quality

	Section	Policy	Applicable OCP Policies
Policy 3.3.7	**Adopt Regional Context Statements that:**		
	a)	identify how local land use and transportation policies will contribute to meeting the regional greenhouse gas emission reduction target of 45% below 2010 levels by the year 2030 and achieving a carbon neutral region by the year 2050	*Please provide response in Targets section*
	b)	identify policies, actions, incentives, and / or strategies that reduce energy consumption and greenhouse gas emissions, create carbon storage opportunities, and improve air quality from land use, infrastructure, and settlement patterns, such as: • existing building retrofits and construction of new buildings to meet energy and greenhouse gas performance guidelines or standards (e.g. BC Energy Step Code, passive design), the electrification of	Section 2.2 Climate Change Mitigation Objective 1: Reduce GHG Emissions Policies include d) Maintain and update Richmond's Community Energy and Emissions Plan (CEEP) that identifies and advances

		building heating systems, green demolition requirements, embodied emissions policies, zero-carbon district energy systems, and energy recovery and renewable energy generation technologies, such as solar panels and geo-exchange systems, and zero emission vehicle charging infrastructure; and • community design, infrastructure, and programs that encourage transit, cycling, rolling and walking	strategic actions to achieve community-wide GHG emission reduction targets. Section 2.3 Carbon Sequestration Objective 1: Advance action beyond impact reduction and aim to improve conditions through action that sequesters carbon a) protect and enhance Richmond's natural environments to support carbon retention as well as other important ecosystem services (e.g., pollution reduction, nutrient generation, habitat) b) integrate carbon retention objectives into key policies, plans and programs, including but not limited to Parks and Open Space Strategy, Environmental Sensitive Areas Management Strategy and land use and development policies. The City's Community Energy and Emissions Plan(CEEP) includes a strategic direction to retrofit existing buildings. Specific actions include to create a Richmond building retrofit plan, set enhanced energy and emission standards for existing buildings, participate in regional building retrofit initiatives, create incentives and remove barriers to low carbon energy retrofits (e.g., heat pump incentive program). The proposed Growth Management Framework encourages a compact and complete community where active transportation (transit, cycling, rolling and walking) is prioritized.
	c)	focus infrastructure and amenity investments in Urban Centres and Frequent Transit Development Areas, and at appropriate locations along Major Transit Growth Corridors	The proposed Growth Management Framework focuses growth and infrastructure and amenity investment in the City Centre and local villages close to transit (Section 3.1 Objective 1 Policy a)

Strategy 3.4 Advance land use, infrastructure, and human settlement patterns that improve resilience to climate change impacts and natural hazards			
Policy 3.4.5	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	include policies that minimize risks associated with climate change and natural hazards in existing communities through tools such as heat and air quality response plans, seismic retrofit policies, and flood-proofing policies	Section 2.4. Objective 1 b) Sustainability staff to lead the integration of climate change adaptation considerations into key policies, plans, programs and services, including land-use and development decision-making, city infrastructure design and management; floodplain management, emergency preparedness, natural ecosystem health, agricultural viability, social development planning and economic development
	b)	include policies that discourage new development in current and future hazardous areas to the extent possible through tools such as land use plans, hazard-specific Development Permit Areas, and managed retreat policies, and where development in hazardous areas is unavoidable, mitigate risks	All lands within the City of Richmond are designated as floodplain. All developments in Richmond must comply withs the Flood Plain Designation and Protection Bylaw.
Policy 3.4.6	**Section**	**Policy**	
		Incorporate climate change and natural hazard risk assessments into planning and location decisions for new municipal utilities, assets, operations, and community services.	Section 2.2 Climate Change Mitigation Objective 1: Reduce GHG Emissions e) maintain corporate energy and emissions programs that identify and advance strategic actions to reduce GHG emissions from City services and operations f) regularly measure and report GHG emissions from City services and operations with evolving methodologies. The City also has the Energy Management Program (EMP) for civic buildings, which focuses on reduction of the overall demand for energy and required for operations and increase the use of renewable

			energy or decarbonize existing building.
Policy 3.4.7	**Section**	**Policy**	
		Integrate emergency management, utility planning, and climate change adaptation principles when preparing land use plans, transportation plans, and growth management policies.	Section 2.4 Climate Change Adaptation includes: Objective 1: Increase City and community resiliency to climate change impacts b) integrate climate change considerations for achieving a low-carbon and a climate-prepared City into key policies, plans, programs and services, including the City's land-use and development policies. This will be further enhanced through the targeted OCP update focusing on climate change and environment in the future.
Policy 3.4.8	**Section**	**Policy**	
		Adopt appropriate planning standards, guidelines, and best practices related to climate change and natural hazards, such as flood hazard management guidelines and wildland urban interface fire risk reduction principles.	Section 2.1 Managing Climate Change Response Objective 1: Advance a Climate Change Program that addresses climate change response priorities in a manner that supports the multiple needs of a sustainable community f) review and update policies in a timely manner to integrate evolving climate change knowledge and best practices Objective 2: build community and City capacity to reduce the magnitude of climate change and effectively respond to unavoidable effects. c) advance partnership initiatives among the research community and practitioners to develop and implement climate change best practices that are cost-effective and provide meaningful benefit.

			Section 9 Objective 3: proactively implement practices to protect and improve water, air and soil quality n) over time, establish Adaptive Management Principles to better manage foreshore areas in light of the potential impacts of climate change (e.g., sea level rise) This will be further enhanced through the targeted update focusing on environment and climate change in the future.

Metro 2050 Goal 4: Provide Diverse and Affordable Housing Choices

Proposed Section 3 of the OCP encourages a greater variety of housing types in defined locations by increasing certainty, minimizing risk, expediting approvals and offering assistance to developments that provide significant public benefit. The proposed Growth Management Framework encourages private development to construct secured rental housing and retain, renovate and rehabilitate existing rental development. The OCP also supports the City of Richmond's Affordable Housing Strategy, which details the Low-End Market Rental Program and other initiatives to secure below-market and non-market housing, and is regularly monitored and updated to reflect current trends and needs.

Goal 4 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
4.2.7 a) indicate how, within the local context, contribute toward the regional target of having **at least 15% of newly completed housing units built within all Urban Centres and Frequent Transit Development Areas combined, to the year 2050, be affordable rental housing units** (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)	Section 3.2 Build Better Housing Objective 2: Build More developer-driven housing options that more people can afford b) Prioritize Rental: Encourage developer-driven construction of all forms of secured rental housing • Provide the following incentives to new development where residential use is exclusively reserved for rental tenure development in recognition of the significant community benefit provided by the secured rental housing units: ▪ Supplementary building height and variable density. ▪ Expedited rezoning and development permit	The Affordable Housing Strategy (2017-2027) outlines the City's priorities and actions to increase affordable housing, including Low-End Market Rental (LEMR) housing, and to support those most in need of housing. It includes policies to advance affordable housing development on City-owned lands, implement partnerships and financial incentives to build the capacity of non-profit organizations to own and operate below-market and non-market housing, and measures to offset the costs borne by the for-profit homebuilders who are invested in residential development. The availability of federal funding, through Housing Accelerator Fund, is furthering the ability of the City to add resources

	application review ahead of in-stream applications. ▪ Exemption from public art and community planning contributions, and exemption from Amenity Cost Charges for those housing units that are secured at below-market and non-market rates (e.g., Low End Market Rental housing units). ▪ Additional parking reductions, as determined by Council, subject to exhausting all parking rate reduction provisions in the Zoning Bylaw and staff review of site-specific considerations. d) Build Low-End Market Rental (LEMR): continue to secure LEMR units in new multi-family development • Secure Low-End Market Rental housing units in market and non-market multi-family development in accordance with Richmond's Affordable Housing Strategy, or similar Council-endorsed strategy, and the framework for the Low-End Market Rental Housing Program. • Provide development with 60 or less apartment units, townhouse development, and the sixth unit in a 6-unit small-scale multi-unit housing development an option to contribute an equivalent cash contribution to an affordable housing reserve account that is equivalent to the net capital cost of constructing Low-End Market Rental dwelling unit(s). • Secure a secondary suite or an equivalent cash contribution through rezoning applications that would enable subdivision and the development of a net new single-family dwelling, in	and leverage emerging technology to streamline the review and advancement of residential development applications. The City's LEMR Program leverages private sector development to deliver built affordable housing units. In smaller-scaled developments, cash contributions in lieu of built affordable housing may be accepted, with funds going into an Affordable Housing Reserve. These funds are used to build non-market housing for some of the most vulnerable members of the community. • Each multi-family rezoning application that includes more than 60 residential units is expected to provide a built LEMR unit contribution, the cost of which is offset by way of additional density. The amount of LEMR units (floor area) sought is as follows: • Properties located outside of the City Centre, as defined within the City Centre Area Plan, are expected to provide at least 10% of net residential (habitable) floor area as LEMR units; and • Properties located within the City Centre are expected to provide at least 15% of net (habitable) residential floor area as LEMR units.

	accordance with Richmond's Affordable Housing Strategy. • Encourage development to exceed the minimum provisions for Low-End Market Rental housing in mixed-tenure development (e.g., lower rental rates, increase provision of two- and three-bedroom family-oriented dwellings), which may reduce the floor area secured as market rental housing. • Exempt habitable floor area secured as Low-End Market Rental housing from public art and community planning contributions, and from Amenity Cost Charges in recognition of the significant community benefit provided by the secured rental housing. • Secure all Low-End Market Rental housing in perpetuity by utilizing residential rental tenure zoning and, where applicable, one or more legal agreements, and/or other alternative approaches to the satisfaction of the City. • Prioritize Low-End Market Rental housing units in locations that are near frequent transit service and community assets such as health care and social supports. • Continue to regularly update Richmond's Affordable Housing Strategy, which outlines the framework for the Low-End Market Rental housing.	

Strategy 4.1 Expand the supply and diversity of housing to meet a variety of needs

	Section	Policy	Applicable OCP Policies
Policy 4.1.8	**Adopt Regional Context Statements that:**		
	a)	indicate how you will work towards meeting estimated future housing needs and demand, as determined in their housing needs report or assessment	The City of Richmond's Housing Needs Report (2024) estimates the City will need to grow by 52,000 new homes between 2021 and

			2041, which is 31% faster than the previous 10 years. The 2050 OCP complies with this requirement. The 2050 OCP includes a Growth Management Framework that focuses on opportunities to increase the supply of housing options with greater affordability.
	b)	articulate how local plans and policies will meet the need for diverse (in tenure, size, and type) and affordable housing options	Proposed Section 1 (Growth Management Framework) and Section 3.2 Objective 1 (Build more housing for new and existing residents) prioritize measures to increase housing supply and variety, maintain livability, incorporate accessibility and streamline approvals (policies a to e)
	c)	identify policies and actions that contribute to the following outcomes	See below
	i)	increased supply of adequate, suitable, and affordable housing to meet a variety of needs along the housing continuum	Proposed Section 3.2 (Objectives 1, 2 and 3) supports the delivery of more housing supply, the use of various tools to secure a diverse mix of housing types and tenures (including developer incentives and less common ownership rental models), and effective partnerships with government and non-profit interests to help deliver below-market and non-market housing options.
	ii)	increased supply of family-friendly, age-friendly, and accessible housing	Policies b and c in proposed section 3.2 under Objective 1 aim to build suitable housing that prioritizes resident health and well-being and accessibility such as policies to encourage minimum of 40% of dwelling units in all multi-family housing to have two or more bedrooms that are suitable for families with children and build more accessible housing for people of all ages and degrees of abilities. Policies for accessible housing will be further enhanced through the targeted update focusing on community equity.
	iii)	increased diversity of housing tenure options, such as attainable homeownership, rental, co-op housing, rent-to-own models, and cohousing	Section 3.2 Objective 1 Policy a) Increase supply and variety

			▪ Use the City's regulatory tools and available resources to secure a diverse mix of housing types and tenures, including alternative ownership and rental housing models, to deliver more housing choices that more households can afford. Proposed Section 3.2 Objective 2 policy e) is to increase options for middle-income households. ▪ Support alternative rental and ownership housing models that respond to the needs of middle-income households whose access to market housing is limited due to cost or availability and who do not qualify for non-market housing.
	iv)	increased density and supply of diverse ground-oriented and infill housing forms in low-density neighbourhoods, such as duplex, four-plex, townhouse, laneway/coach houses, and apartments, particularly in proximity to transit	Proposed Growth Management Framework (Section 1.6) aims to rebalance growth between inside and outside City Centre by encouraging increased low-rise and ground-oriented housing options in the latter, together with mixed-use village centres that provide hubs for residents' daily needs and enhanced transit service. Four of the Framework's five proposed Neighbourhood Types (i.e., City Centre Perimeter, Local Villages, Arterial Connectors and Neighbourhood Residential) provide for significant ground-oriented housing options, including conventional and high-density townhouses and small-scale-multi-unit housing (SSMUH) (e.g., multi-plexes, duplexes, detached dwellings, accessory dwellings, secondary suites, rear yard and laneways units).
	v)	integration of land use and transportation planning such that households can reduce their combined housing and transportation costs	Proposed Growth Management Framework (Section 1.6) promotes a compact, mixed-use, transit-oriented village approach to guide growth.

			Proposed Section 3.1, Objectives 1 and 2 (Build Better Neighbourhoods), support compact, connected and walkable neighbourhoods with a range of services to meet daily needs. Section 3.2 also includes policies to prioritize rental housing (including market, below-market and non-market housing) in locations that are near frequent transit service and community assets such as health care and social supports (Objective 2 policy b and Objective 3 policy c)
	vi)	increased social connectedness in multi-unit housing	Section 11 encourages child and family friendly community through design and land use planning (Objective 1 policy e). The proposed growth framework encourages more compact, connected and inclusive neighbourhoods. These policies will be further articulated and complemented through the targeted update for equity-related policies in the future.
	vii)	integrated housing within neighbourhood contexts and high quality urban design	Proposed Section 1.6 proposes a form-based approach to make clear intended built form and building type to ensure the built form and character are complementary to local neighbourhoods. Future detailed village planning and community engagement will advance housing and public realm design objectives (e.g., high street designs, enhanced public spaces, accessible connectivity measures).
	viii)	existing and future housing stock that is low carbon and resilient to climate change impacts and natural hazards	The Community Energy and Emissions Plan 2050 includes strategic directions to retrofit existing buildings and encourage carbon neutral new buildings. The action items for existing buildings include implementing GHG performance requirements, developing a heat pump incentive program, exploring policy and program to encourage installation of local carbon mechanical systems,

			and extending district energy service where feasible. Some of the action items for new buildings are accelerating use of low-embedded carbon content materials in new construction and supporting ongoing improvements to energy Step Code regulation and performance standards.
Policy 4.1.9	**Section**	**Policy**	**Supplementary Information**
	Prepare and implement housing strategies or action plans that:		
	a)	are aligned with housing needs reports or assessments, and reviewed or updated every 5-10 years to ensure that housing strategies or action plans are based on recent evidence and responsive to current and future housing needs	Richmond's 2024 Interim Housing Needs Report provides direction regarding housing needs to 2041, including projected housing supply (e.g., market, below-market and non-market) and choice to meet the needs of the city's diverse households. This is reflected in the proposed OCP's Growth Management Framework (Section 1.6) and housing objectives and polices (Section 3.0). Desired outcomes will be supported with Richmond's 2017-2027 Affordable Housing Strategy (and future updates), which provides direction in response to the current and future affordable housing needs of the community. The Affordable Housing Strategy provides an action-oriented framework for the delivery of housing with a focus on providing housing for priority groups including lone-parent families, multi-generational families, low and moderate income earners, seniors, persons with disabilities, students and vulnerable populations including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health/addiction issues.
	b)	are based on an assessment of local housing market conditions, by tenure, including assessing housing supply, demand, and affordability	The Affordable Housing Strategy (2017-2027) was developed from a review of existing policies and practices in Richmond, best practice research from other cities,

			economic analysis, and input from stakeholders and Richmond residents. The multi-phased process to update the Affordable Housing Strategy began in late 2016 with the creation of a Housing Affordability Profile, informed by research and community consultation from stakeholders and the public, which identified key housing needs. A policy review phase followed, which identified potential policy options for addressing housing needs, informed by consultation with stakeholders on the suitability and practicality of proposed policy options. These stakeholder consultations led to the refinement of proposed policy options into final housing policy recommendations, which serve as the basis of the Affordable Housing Strategy. Future updates to the Strategy to support the OCP, 2024 Interim Housing Needs Report and desired housing outcomes will follow a similar rigorous process.
	c)	identify housing priorities, based on the assessment of local housing market conditions, household incomes, changing population and household demographics, climate change and natural hazards resilience, and key categories of local housing need, including specific statements about special needs housing and the housing needs of equity-seeking groups	Proposed Section 3.2 includes various policies to increase opportunities for below-market and non-market rental housing for seniors, households with children, equity-deserving groups and those experiencing or at risk of homelessness. The Affordable Housing Strategy specifically focuses on transitional and supportive housing, non-market rental housing and Low-End Market Rental housing targeted to the priority groups in need (e.g., families with children, low and moderate income earners, low and moderate income seniors, persons with disabilities, and vulnerable populations).
	d)	identify implementation measures within their jurisdiction and financial capabilities, including actions set out in Action 4.1.8	Proposed Section 3 (Neighbourhoods and Housing) includes policies that align with outcomes listed under Policy 4.1.8.

			Examples include: Section 3.1 Objective 1 a) increase supply and variety b) maintain livability (e.g. generally, 40% of dwelling units should have two or more bedrooms) c) incorporate accessibility (e.g., require aging-in-place features in all multi-family dwelling units, require convertible features in all multi-storey multi-family dwelling units) d) Streamline approvals: Continue to simplify, streamline and improve transparency of the development review processes. (e.g. update design guidelines, pre-zoned land, pre-service lands, and pre-approved multi-unit housing templates) e) Lower costs: Support practices that lower costs associated with construction and operation (e.g., financing options, low-rise wood construction costs, energy-efficient designs) The proposed OCP supports the Affordable Housing Strategy's strategic direction encouraging the use of regulatory tools to encourage a diverse mix of housing types and tenures and maximize City resources and financial tools. The City will continue to secure Low-End Market Rental housing (e.g., legal agreements and residential rental tenure zoning) and, where applicable, provide for voluntary developer cash contributions in lieu of on-site construction of Low-End Market Rental units (which funds shall go to the City's affordable housing reserve fund to facilitate the City's construction of affordable dwellings elsewhere in Richmond).

Strategy 4.2 Protect tenants and expand, retain, and renew rental housing supply			
	Section	**Policy**	**Applicable OCP Policies**
Policy 4.2.7	**Adopt Regional Context Statements that:**		
	a)	indicate how they will, within their local context, contribute toward the regional target of having at least 15% of newly completed housing units built within all Urban Centres and Frequent Transit Development Areas combined, to the year 2050, be affordable rental housing units (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)	*Please provide response in Targets section*
	b)	articulate how local plans and policies will mitigate impacts on renter households, particularly during redevelopment or densification of Urban Centres and Frequent Transit Development Areas	Proposed Section 3.2 Objective 2 policy a) is to protect existing stock of secured rental housing and minimize displacement of those who live in rental housing.
	c)	identify the use of regulatory tools that protect and preserve rental housing	Proposed Section 3.2 Objective 2 identifies various tools to protect and preserve rental housing inclusionary zoning and density bonusing. Policy a) Preserve Rental includes: ○ Continue to exclusively provide rental housing on the site when a purpose-built rental development is replaced, ensuring 1:1 replacement of the rental units with secured Low-End Market Rental units, or housing with greater depths of affordability, to the satisfaction of the City, with the same number of bedroom units and the same number of ground-oriented units as originally located on the site. ○ Replace existing rental units in a mixed-tenure development with secured Low-End Market Rental units at a 1:1 replacement rate with replacement units having the same number of bedroom units and the same number of ground-oriented units as originally located on the site.
	d)	identify policies and actions that contribute to the following outcomes:	See below
	i)	increased supply of affordable rental housing in proximity to transit and on publicly-owned land	Proposed Section 3.1, Objectives 1 and 2 (Build Better

			Neighbourhoods) supports a form-based approach to incentivize the construction of rental housing and greater depths of affordability. Emphasis is placed on areas outside the downtown, including transit-oriented villages, along arterial roads and the redevelopment of aging, low density multi-family sites, with particular support for development involving land owned by the City, government interests and non-profits. This approach is consistent with the Affordable Housing Strategy, which aims to increase the amount of affordable units located in close proximity to the Canada Line and along Frequent Transit Routes on major arterial road and use City-owned land for affordable housing (Policy 1.8 & 2.1)
	ii)	increased supply of market and below-market rental housing through the renewal of aging purpose-built rental housing and prevention of net rental unit loss	Proposed Section 3.2 policies encourage renewal, renovation and rehabilitation and regular maintenance over redevelopment of rental development and to replace existing rental units with new secured affordable housing at a 1:1 replacement rate, having the same number of bedroom units and the same number of ground-oriented units as originally located on the site.
	iii)	protection and renewal of existing non-market rental housing	Proposed Section 3.2 Objective 2 b) Build Low-End Market Rental housing o Secure Low-End Market Rental housing units in market and non-market multi-family development in accordance with Richmond's Affordable Housing Strategy, or similar Council-endorsed strategy, and the framework for the Low-End Market Rental Housing Program. The Affordable Housing Strategy sets out specific strategic directions that the City will take to address housing affordability that respond

			barriers to low carbon energy retrofits (e.g., heat pump incentive program).
Policy 4.2.8	**Section**	**Policy**	**Supplementary Information**
	Prepare and implement housing strategies or action plans that:		
	a)	encourage the supply of new rental housing and mitigate or limit the loss of existing rental housing stock	Proposed Section 3.2 includes policies to prioritize rental and encourage developer-driven construction of all forms of secured rental housing. It includes incentives to new developments with 100% market rental (e.g. additional density and parking reduction). The existing and proposed OCP include policies to encourage renewal, renovation and rehabilitation and regular maintenance over redevelopment of rental development and to replace existing rental units with new secured affordable housing at a 1:1 replacement rate, having the same number of bedroom units and the same number of ground-oriented units as originally located on the site (Objective 2 Policy a)
	b)	encourage tenant protections and assistance for renter households impacted by renovation or redevelopment of existing purpose-built rental housing	Proposed Section 3.2 includes policies to protect residents from eviction due to renovation by encouraging property owners to undertake maintenance, repair and renovation while the tenant(s) continue to live in the unit or provide the tenant(s) with temporary alternate accommodation at the same rental rate before returning to the units, and support tenants living in buildings proposed for strata conversion/redevelopment by applying a consistent process to evaluate the development application and mitigating the impacts of being displaced by requiring a Tenant Relocation Plan, in addition to being subject to the standard application review process (Objective 2 Policy a)
	c)	cooperate with and facilitate the activities of Metro Vancouver Housing under Action 4.2.2	Proposed Section 1.6, Growth Management Framework, and Section 3.1, Build Better

			to the identified housing priority groups in housing need. The framework supports the City of Richmond's overall balanced approach to securing cash contributions to support the creation of non-market rental units and securing built low-end market rental (LEMR) units through development.
	iv)	mitigated impacts on renter households due to renovation or redevelopment, and strengthened protections for tenants	Proposed Section 3.2 includes policies to protect tenants from eviction due to renovation by encouraging property owners to undertake maintenance, repair and renovation while the tenant(s) continue to live in the unit or provide the tenant(s) with temporary alternate accommodation at the same rental rate before returning to the units, and support tenants living in buildings proposed for strata conversion/redevelopment by applying a consistent process to evaluate the development application and mitigating the impacts of being displaced by requiring a Tenant Relocation Plan, in addition to being subject to the standard application review process (Objective 2 Policy a)
	v)	reduced energy use and greenhouse gas emissions from existing and future rental housing stock, while considering impacts on tenants and affordability	Proposed Section 3.2 includes a policy to encourage retention, renovation, rehabilitation (e.g., energy upgrades) of older housing stock that is in good condition, which generally provides a more affordable ownership or rental option compared to newer construction (Objective 2 Policy a) The City's Community Energy and Emissions Plan (CEEP) includes a strategic direction to retrofit existing buildings. Specific actions include to create a Richmond building retrofit plan, set enhanced energy and emission standards for existing buildings, participate in regional building retrofit initiatives, create incentives and remove

			Neighbourhoods, include new Neighbourhood Types and form-based development incentives that are supportive of four- to six-storey apartment buildings, generally consistent with Metro Vancouver's Digitally Accelerated Standardized Housing (DASH) initiative. Proposed Section 3.1 (Neighbourhood Types) and Section 3.2 (Effective Partnerships) include land use designations (e.g., Complete Village Space Overlay) and policies supporting the intensification of existing aging multi-family sites, particularly where this complements local neighbourhoods, offers innovative cost-effective solutions (e.g., wood construction) and delivers increased housing supply, choice, affordability, resiliency and inclusiveness. In addition, the Affordable Housing Strategy identifies Metro Vancouver as a key partner and notes that the estimates in the Regional Affordable Housing Strategy provide guidance to municipalities in the long-range planning. The vision, goals, strategies and recommended actions in the regional Affordable Housing Strategy were considered in developing the Strategy.

Strategy 4.3 Meet the housing needs of lower income households and populations experiencing or at risk of homelessness			
	Section	**Policy**	**Applicable OCP Policies**
Policy 4.3.7	**Adopt Regional Context Statements that:**		
	a)	indicate how they will collaborate with the Federal Government, the Province, and other partners, to assist in increasing the supply of permanent, affordable, and supportive housing units	Proposed Section 3.2 Objective 3: Build more below-market and non-market housing with effective partnership The proposed policies include: a) Embed Flexibility: Optimize government and non-profit agency housing initiatives to prioritize below-market and non-market housing. b) Prepare for development: Advance a project ready environment to support construction of below-market and non-market housing. c) Expand opportunities: Continue to create new avenues to support building more below-market and non-market housing. d) Steward priority projects: Allocate resources to support below-market and non-market housing projects. e) Foster Community Support: Build a supportive community environment for below-market and non-market housing.
	b)	identify policies and actions to partner with other levels of government and non-profit organizations in order to create pathways out of homelessness and contribute to meeting the housing and support needs of populations experiencing or at risk of homelessness	Proposed Section 3.2 Objective 3: Build more below-market and non-market housing with effective partnership The proposed policies include: a) Embed Flexibility: Optimize government and non-profit agency housing initiatives to prioritize below-market and non-market housing. b) Prepare for development: Advance a project ready environment to support construction of below-market and non-market housing.

			c) Expand opportunities: Continue to create new avenues to support building more below-market and non-market housing. d) Steward priority projects: Allocate resources to support below-market and non-market housing projects e) Foster Community Support: Build a supportive community environment for below-market and non-market housing. The City has adopted the Richmond Homelessness Strategy in 2019 to guide the city's efforts in addressing homelessness over a ten-year period.
Policy 4.3.8	**Section**	**Policy**	**Supplementary Information**
	Prepare and implement housing strategies or action plans that		
	a)	identify opportunities to participate in programs with other levels of government to secure additional housing units to meet the housing needs of lower income households	Section 3.2 Objective 3 policy a) Build more below-market and non-market housing with effective partnership o Align City processes with other government and agency programs that prioritize renewal and construction of housing that prioritizes vulnerable populations. o Establish partnerships with government housing organizations (e.g., Canada Mortgage and Housing Corporation, BC Housing, Indigenous housing societies, Metro Vancouver Housing Corporation).
	b)	identify strategies to increase community acceptance and communicate the benefits of affordable and supportive housing development	Proposed Section 3.2 includes policies to build a supportive community environment for non-market housing. The policies include supporting housing related events and workshops to encourage information sharing and build awareness regarding housing affordability challenges in the City, defining good neighbour practices, developing design guidelines that incorporate context specific considerations for building

			residents and operators and neighbourhood residents. (Objective 3 Policy e: Foster Community Support)
	c)	are aligned with or integrate plans to address homelessness, and identify strategies to reduce the total number of households that are in core housing need and populations experiencing or at risk of homelessness	The Richmond Homelessness Strategy outlines actions items to prevent pathways into homelessness. They include creating affordable housing rental options, facilitating the creation of a collaborative homeless prevention program, working with Vancouver Coastal Health and other community partners to explore opportunities to enhance wrap-around supports to increase housing stability, and exploring solutions for discharge planning practices for individuals leaving institutions.

Metro 2050 Goal 5: Support Sustainable Transportation Choices

The proposed OCP includes a transit-oriented village framework to help address affordability and inequity by locating jobs,-amenities and shops within a short walk or roll of transit and housing options suitable for diverse households and all stages of life. The 2050 target is to ensure 90% of Richmond residents live within 20-minute walk or roll (1.6 km) of a transit-oriented mixed-use village centre able to support residents' daily needs and a 5-minute walk of roll (400 m) of transit.

Section 8 (Mobility and Access) includes objectives and policies to support a sustainable transportation choices.

Strategy 5.1 Coordinate land use and transportation to encourage transit, multiple-occupancy vehicles, cycling and walking

	Section	Policy	Applicable OCP Policies
	Adopt Regional Context Statements that:		
Policy 5.1.14	a)	identify land use and transportation policies and actions to encourage a greater share of trips made by transit, shared mobility options, cycling, walking, and rolling	Proposed Section 3.1 includes objectives and policies to build a transit-oriented village framework and make walking and rolling (e.g., bicycle, scooter, wheelchair) the preferred choices for most short trips, including getting to and from transit, for people of all ages and abilities. Objective 1: Build a transit-oriented village framework It includes policies to encourage growth in preferred places (policy a) by promoting growth and new housing development near

			transit including within a 10-minute walk (800 m) of the Capstan , Lansdowne and Brighouse Canada Line stations, and easy walking distance of TransLink's planned major transit network improvements, and b) promoting conveniently compact communities and c) encouraging comfortable connected places and spaces. Section 8 (Mobility and Access) includes objectives and policies to transition to a more sustainable transportation system. Section 8.1 (Road Network) Objective 1: Reduce the reliance on private vehicle travel by increasing the priority of walking, rolling, cycling, and transit within the road network (policies a to e) Objective 2: Encourage sustainable travel by enhancing the safety, comfort and accessibility of the transportation system for vulnerable road users (policies a to d) Section 8.2 (Transit) Objective 1: Make transit the preferred travel choice of Richmond's transportation system (policies a and b) Objective 2: Enhance the appeal of transit service with supporting amenities (policies a to f) Section 8.3 (Walking) Objective 1: Foster a culture where people choose to walk for transportation and for health (policies a and b)

			Objective 2: expand and enhance the network for walking and rolling (scooters, skates and other personal low-powered travel modes) (policies a to i) Objective 3: Expand and improve walking and rolling connection s to Neighbourhood Centres. Section 8.4 Cycling Objective 1: Encourage more bike trips by providing a safe and cohesive cycling network (policies a to i) Objective 4: Create a culture where cycling is seen as a normal, convenient and desirable travel option (Policies a to d) Section 8.5 Transportation Capacity and Demand Management Objective 1: Manage travel demand at its source to reduce private vehicle trips (policies a to e) Objective 2: Use existing parking capacity more efficiently and as a tool to reduce private vehicle use (policies a to f)
	b)	support the development and implementation of transportation demand management strategies, such as: parking pricing and supply measures, transit priority measures, end-of-trip facilities for active transportation and micro-mobility, and shared mobility services	Section 8.5 includes objectives and policies to optimize transportation system and manage travel demand to support the transition to a reduced reliance on cars. Objective 1: Manage travel demand at its source to reduce private vehicle trips (policies a to e) Objective 2: Use existing parking capacity more efficiently and as a tool to reduce private vehicle use (policies a to f)

			Objective 3: Optimize he performance of the transportation system (policies a to c) Zoning Bylaw was updated in 2022 to allow reduction (up to 20%) in parking with the provision of transportation demand management measures. Further, the Zoning Bylaw was updated in 2024 to remove minimum rates for residential parking within areas affected by Richmond's Transit-Oriented Areas Bylaw (except accessible parking), in accordance with provincial legislation.
	c)	manage and enhance municipal infrastructure in support of transit, multiple-occupancy vehicles, cycling, walking, and rolling	Section 8 includes policies encourage sustainable travel by enhancing the safety, comfort and accessibility of the transportation system for vulnerable road users (e.g., pedestrians, the mobility challenged, cyclists).
	d)	support the transition to zero-emission vehicles	Objective 4 in Section 8 is to support the adoption of plug-in electric vehicles and other vehicle technologies that can emit zero greenhouse gas and air contaminant emissions. Policies are to support the provision of electric vehicle charging infrastructure and networks.
	e)	support implementation of the Regional Greenway Network and Major Bikeway Network, as identified in Map 10	Section 8 includes Objective 1: encourage more bike trips by providing a safe and cohesive cycling network. (Policies a to i) It includes the Cycling Network Map with major bike routes and greenways. Policies a to e support the implementation of an expanded bike route network.
	f)	support implementation of local active transportation and micro-mobility facilities that provide direct, comfortable, all ages and abilities connections to the Regional Greenway Network, Major Bikeway Network, transit services, and everyday destinations	Section 8.2 Objective 3: expand and enhance the network for walking and rolling (scooters, skates and other personal low-powered travel modes) and enhance the appeal of sustainable travel.

			Policies include to improve the connectivity of the pedestrian and rolling network (e.g., sidewalks, neighbourhood links, greenways, trails) by placing a high priority on filling in missing gaps (e.g., discontinuous sidewalks)

Strategy 5.2 Coordinate land use and transportation to support the safe and efficient movement of vehicles for passengers, goods, and services

	Section	Policy	Applicable OCP Policies
Policy 5.2.6	**Adopt Regional Context Statements that:**		
	a)	identify routes on a map for the safe and efficient movement of goods and service vehicles to, from, and within Urban Centres; Frequent Transit Development Areas; Major Transit Growth Corridors; Industrial, Employment, and Agricultural lands; ports; airports; and international border crossings	Section 8.1 Objective 3: optimize the existing road network to improve circulation and goods movement and reduce the need for added road capacity. Policies include: a) implement road improvements identified in the City Centre Transportation Plan to reduce congestion and improve circulation in the city core; b) use a hierarchy of local to major roads that directs through traffic to major roads, allows local circulation in areas of intense land use activity and minimizes traffic intrusion into residential neighbourhoods; c) require shared access and lanes parallel to major roads to discourage individual driveways that impede through traffic flow and create safety hazards for transit, cyclists and pedestrians; d) support the implementation of improvements along Highway 99, including an upgraded interchange at Steveston Highway, to enhance local circulation and connectivity, increase safety and improve goods movement;
	b)	identify land use and related policies and actions that support the optimization and safety of goods movement via roads, highways, railways, aviation, short sea shipping, and active transportation	
	c)	support the development of local and regional transportation system management strategies, such as the provision of information to operators of goods and service vehicles for efficient travel decisions, management of traffic flow using transit priority measures, coordinated traffic signalization, and lane management	
	d)	identify policies and actions that support the protection of rail rights-of-way, truck routes, and access points to navigable waterways in order to reserve the potential for goods movement	
	e)	identify policies and actions to mitigate public exposure to unhealthy levels of noise, vibration, and air pollution associated with the Major Road Network, Major Transit Network, railways, truck routes, and Federal / Provincial Highways	

			g) limit the expansion of travel lane capacity for single-occupant private vehicles at all regional and provincial bridges/highways and give priority to transit, trucks and high-occupancy vehicles Section 8.5: Transportation Capacity and Demand Management Objective 4: Support the adoption of plug-in electric vehicles and other vehicle technologies that can emit zero greenhouse gas and air contaminant emissions a) support the use of plug-in electric vehicles, including bicycles and mobility scooters, through the provision of electric vehicle charging infrastructure in new residential, commercial and mixed-use developments b) Support the renovations of existing buildings to facilitate the integration of electric vehicle charging infrastructure c) support the ongoing development of publicly accessible electric vehicle charging infrastructure networks, including expanding the city-owned network of public electric vehicle charging stations.

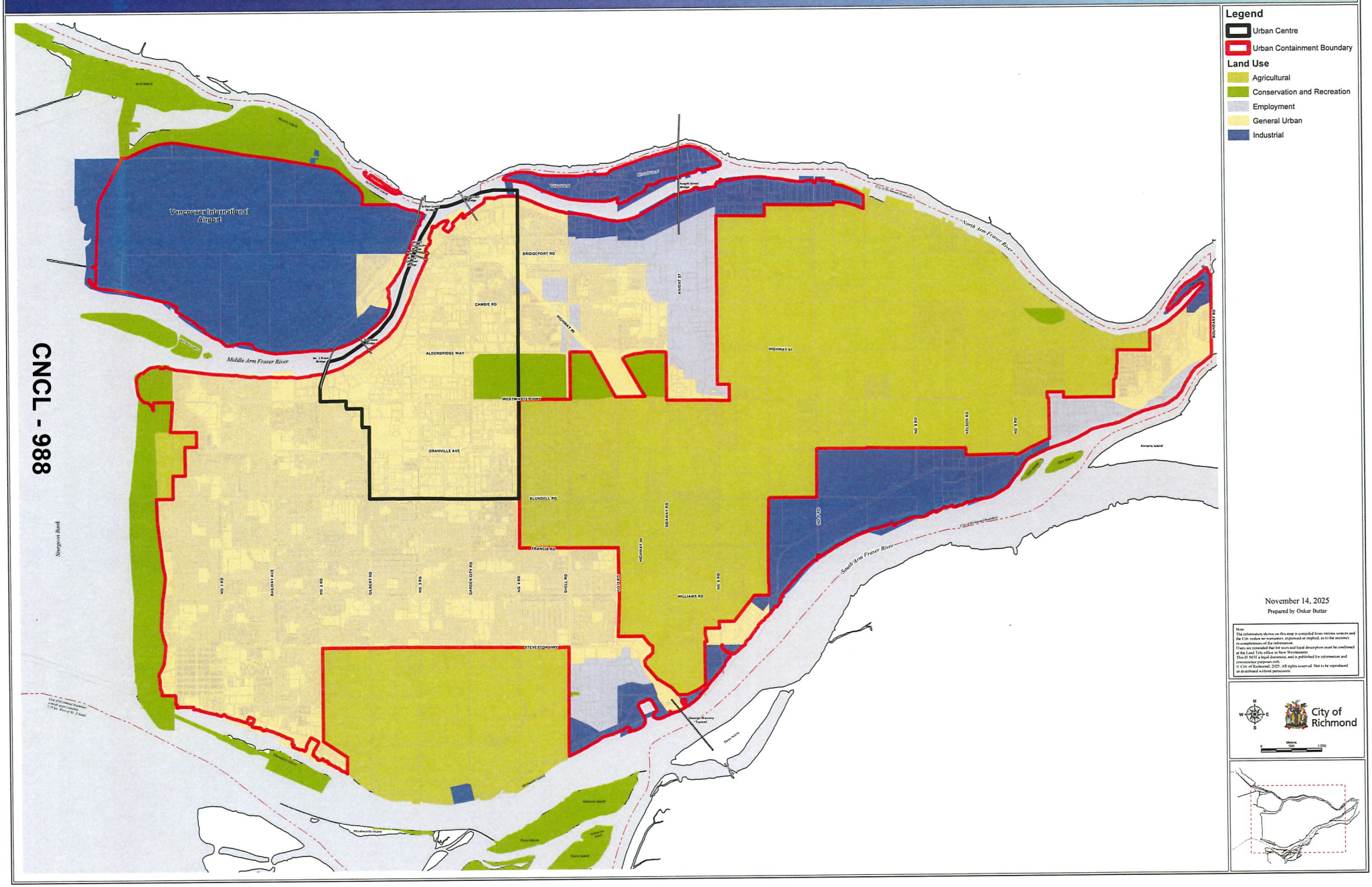
			e) implement timely road improvements for goods movement, particularly in commercial and industrial areas, to support and promote economic activities; f) implement new and proven technological measures (such as traffic signal preemption) to continually improve access and minimize response times for emergency services; g) limit the expansion of travel lane capacity for single-occupant private vehicles at all regional and provincial bridges/highways and give priority to transit, trucks and high-occupancy vehicles.
	f)	identify policies and actions that anticipate the land and infrastructure requirements for goods movement and drayage, such as truck parking, zero-emission vehicle charging infrastructure, and e-commerce distribution centres, and mitigate any negative impacts of these uses on neighbourhoods	Section 6.2 Objective Specific Employment Lands Policies Objective 1: Asia-Pacific Gateway c) improve road infrastructure to achieve efficient truck movement Section 8.1 Road Network Objective 3: Optimize the existing road network to improve circulation and goods movement and reduce the need for added road capacity d) Support the implementation of improvements along Highway 99, including an upgraded interchange at Steveston Highway, to enhance location circulation and connectivity, increase safety and improve goods movement e) implement timely road improvements for goods movement, particularly in commercial and industrial areas, to support and promote economic activities

Metro 2050 Implementation

Metro 2050 includes some policies that can be used if the Member Jurisdiction includes language permitting them, either below or in statements elsewhere in the RCS.

	Policy	Member Jurisdiction Response
Policy 6.2.7	A Member Jurisdiction may include language in its Regional Context Statement that permits amendments to the municipality's Official Community Plan to adjust the boundaries of regional land use designations within the Urban Containment Boundary, as follows: a) the Member Jurisdiction may re-designate land from one regional land use designation to another regional land use designation, only if the aggregate area of all proximate sites so re-designated does not exceed one (1) hectare; b) notwithstanding section 6.2.7 (a), for sites that are greater than one (1) hectare and less than three (3) hectares in area, the Member Jurisdiction may redesignate land: • from Industrial to General Urban regional land use designation, if the site is contiguous with an Industrial site and the developable portion of the site will be predominantly within 150 metres of an existing or approved rail rapid transit station; or • from Industrial to Employment regional land use designation if the developable portion of the site will be predominantly within 250 metres of an existing or approved rail rapid transit station, provided that: • the re-designation does not impede rail, waterway, road, or highway access for industrial uses; and • the aggregate area of all proximate sites so re-designated does not exceed three (3) hectares; c) the aggregate area of land affected by all re-designations under section 6.2.7 (a) and (b) together cannot exceed two (2) percent of the Member Jurisdiction's total lands within each applicable regional land use designation as of July 29, 2011.	*The RCS hereby permits this.*
Policy 6.2.8	A Member Jurisdiction may include language in its Regional Context Statement that permits amendments to its Official Community Plan to adjust the boundaries of Urban Centres and Frequent Transit Development Areas, provided such boundary adjustments meet the guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) of the Regional Growth Strategy.	*The RCS hereby permits this.*

Regional Context Statement Map



CNCL - 988

Land Use Map Definitions

Neighbourhood Types

City Centre Downtown
Those areas inside City Centre within a 10-minute walk (800 m) of the Capstan, Lansdowne and Brighouse Canada Line stations that are subject to Richmond's Transit-Oriented Areas (TOA) bylaw and identified for high density, mixed-use, transit-oriented urban village development (including secured rental housing) supporting a vibrant, resilient and inclusive downtown.

City Centre Perimeter
Those areas inside City Centre identified as a transition between Richmond's high density downtown and lower density suburbs with walkable, transit-oriented, mixed-use villages, special amenities, jobs and diverse housing options (including secured rental housing).

Local Village
Those areas outside City Centre near existing suburban shopping areas that are identified for walkable, transit-oriented development with low-rise apartments and townhouses (including secured rental housing), shops and healthy food stores, amenities and jobs.

Arterial Connector
Those areas outside City Centre along arterial roads that are identified for transit-oriented townhouses, row houses and low-rise apartments (including secured rental housing), together with local-serving amenities and commercial uses.

Neighbourhood Residential
Those areas outside City Centre not along arterial roads that are identified for walkable, ground-oriented neighbourhoods with house-scale single, multiple and infill dwellings, pockets of townhouses and low-rise apartments (including secured rental housing) with local-serving amenities (e.g., corner stores, child care).

Land Use Overlays

Village Centre Bonus Overlay
Those areas of the city where additional density for non-residential uses over and above that permitted by the underlying land use is provided under Official Community Plan policies.

Complete Village Space Overlay
Those areas of the city where the principal use is Complete Village Space but may include additional uses or density as permitted under Official Community Plan policies.

Other Land Uses

Agricultural Land Reserve Boundary
Land within the Agricultural Land Reserve established pursuant to the provisions of the Agricultural Land Commission Act.

Agriculture
Those areas of the city where the principal use is agricultural and food production but may include other land uses as permitted under the Agricultural Land Commission Act.

Airport
Those areas of the city where the principal uses are airport terminals and facilities, runways and airport-related businesses.

Commercial
Those areas of the city where the principal uses provide for retail, restaurant, office, business, personal service, arts, culture, recreational, entertainment, institutional, hospitality and hotel accommodation. Marina uses are permitted on the waterfront, in which case retail sales are limited to boats, boating supplies and equipment, and related facilities and services for pleasure boating and the general public. Commercial areas exclude residential uses, except for caretaker accommodation.

Conservation Area
Those natural and semi-natural areas of the city with important environmental values whose protection has been secured by federal, provincial or municipal ownership or legal conservation designation and by a long-term policy commitment by a senior level of government. They include municipal parks with high conservation values, provincial Wildlife Management Areas, the federally managed Sea Island Conservation Area and Metro Vancouver regional parks. Conservation Areas may also be subject to the City's Environmentally Sensitive Area (ESA) Development Permit Guidelines and may be used for recreational, park, agricultural and food production purposes or alternatively have no or limited public access.

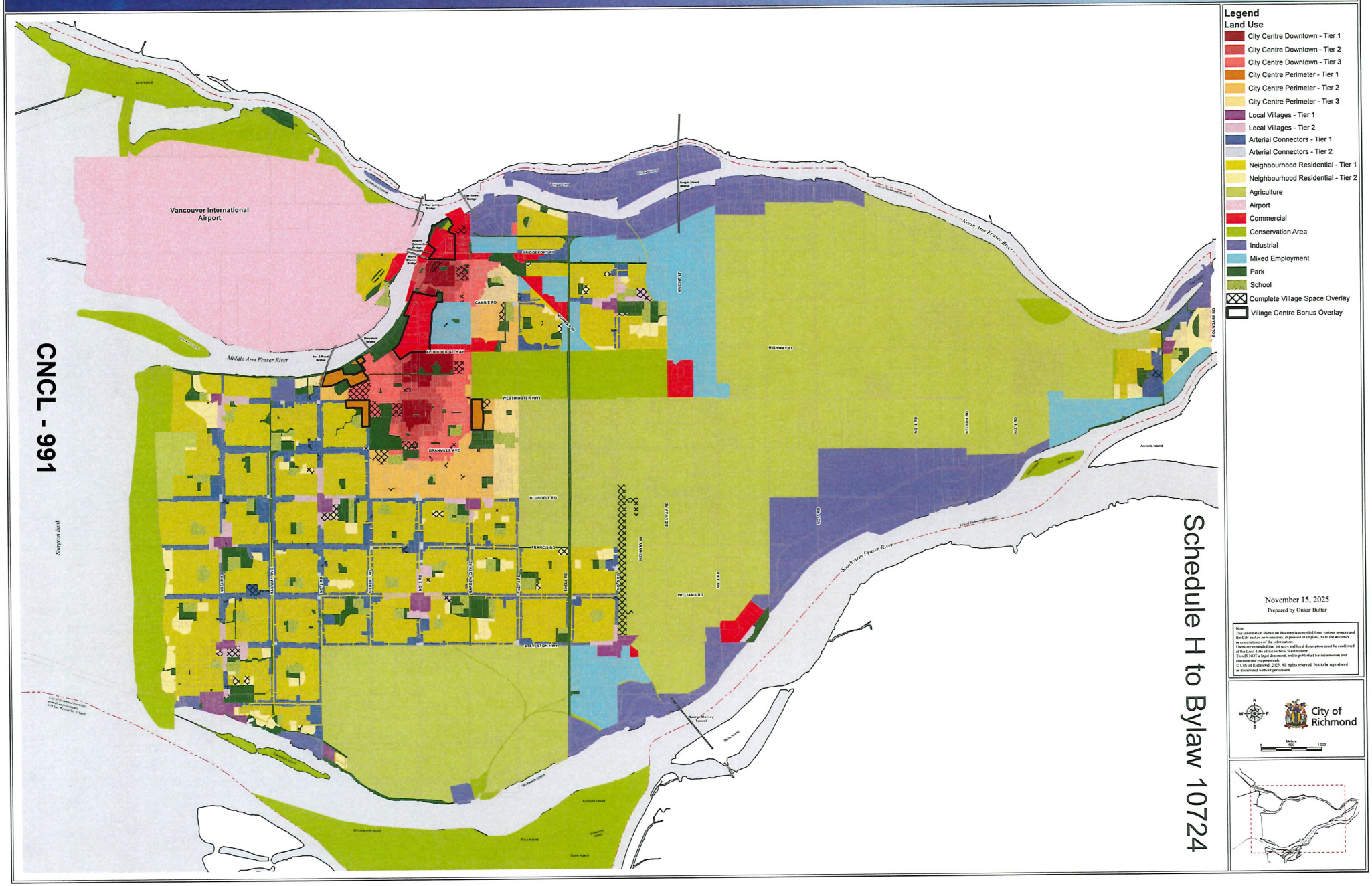
Industrial
Those areas of the city where the principal uses provide for the production, manufacturing, processing, assembling, fabrication, storing, transporting, distributing, testing, cleaning, servicing or repair of goods, materials or things. Industrial includes the operation of truck terminals, docks and railways, and wholesale business activities. Ancillary offices are only permitted to administer the industrial uses. Industrial areas exclude hazardous wastes, retail sales and residential uses, except for caretaker accommodation.

Mixed Employment
Those areas of the city where the principal uses are industrial and stand-alone office development, with a limited range of support services. In certain areas, a limited range of commercial uses are permitted such as the retail sale of building and garden supplies, household furnishings, and similar warehouse goods.

Park
Those areas of the city where the principal use is public or private recreation, sports, public open space and natural areas, and may include agricultural and food production, recreational/social/cultural facilities and activities or public administration, City works/utilities, emergency services such as fire halls, and school facilities. Parks exclude residential uses, except for caretaker accommodation.

School
Those areas of the city where the principal use is education, such as kindergarten to grade 12, a post secondary college or university and related offices/facilities for school purposes. Schools exclude residential uses, except for caretaker accommodation and dormitories for the specific use of the school buildings only.

Proposed OCP Land Use Map



City of Richmond

Bylaw 10725

Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 10725 (Environmentally Sensitive Areas Update)

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Official Community Plan Bylaw 9000, as amended, is further amended by:

   1.1 Replacing the first sentence in Section 14.1.1 (Background) with "From 2022 to 2025, the City undertook a targeted update of the OCP with a focus on housing affordability and updating environmentally sensitive area maps and guidelines. This most recent update contributes to the policy framework of the OCP targeted update that was adopted in 2026.";

   1.2 Replacing the sixth bullet point in Section 14.1.2 (Objectives) with the following:

   "• a healthy natural environment and associated ecological assets for current and future generations, that is achieved through the reservation, regeneration, restoration and enhancement measures by:
   - recognizing and protecting the natural heritage and interconnected ecologies of the islands that encompass the City of Richmond;
   - protecting, restoring, enhancing and stewarding Environmentally Sensitive Areas (ESAs) as functioning, meshed systems that are part of Richmond's ecological network (EN);
   - aiming to restore and regenerate degraded natural features and environments;
   - ensuring that development and infrastructure being proposed adjacent to ESAs contributes to the environmental significance and ecological integrity of said environmental features;
   - promoting and providing resilience in response to climate change, through the natural environment and its healthy nature, ecosystems, ecosystem services and functions, and biodiversity;
   - managing and mitigating for the introduction and spread of invasive species;
   - promoting and actively maintaining the health and growth of the municipal forest, forested areas and the overall tree canopy cover through redevelopment of private and public lands; and
   - providing and maintaining safe public access (visual and/or physical) to natural environments in a manner that does not compromise ecological functions, integrity and health;";

1.3 In Section 14.1.3 (Legal Authority) replacing the paragraph under the second subheading, Protection of the Natural Environment, with the following:

"Human activity and urban settlements disturb and impact the natural environment and that our well-being depends on the health and resilience of the City's ecosystems and natural assets, and the services they provide. Preserving, restoring, enhancing and stewarding the integrity of ecosystems and other natural features through the Environmental Sensitive Area (ESA) DP ensures the maturation of communities' completeness and safeguards for the residents of Richmond to continue to benefit from these services, far into the future.";

1.4 In Section 14.1.3 (Legal Authority) replacing the third paragraph under the third subheading, Protection of Development from Hazardous Conditions, with the following:

"Finally, since the intertidal and adjacent riparian areas, that extend 30 metres waterward and landward respectively from the ordinary highwater mark, are the front line of protection against flooding, they deserve special consideration. The Fraser River and the Strait of Georgia marine areas are designated as an ESA DP Area and the DP Guidelines serve multiple purposes related to hazardous conditions such as sea level rise and associated increased risk to flooding, erosion, saltwater intrusion of groundwater, degradation or loss of peat and peatlands, extreme heat events and drought (climate responsive nature-based solutions) as well as environmental protection. Marinas are also subject to special DP Guidelines because of their combined foreshore and backshore locations.";

1.5 Replacing Section 14.1.4 (Application and Intent) with the following:

"**14.1.4 Application and Intent**

The intent of the DP Areas, Objectives and Guidelines is to support the goals, objectives and policies of the OCP and to build upon the past achievements and strengths of the City of Richmond. The Objectives and Guidelines identify basic development and natural environment restoration standards to be applied across the entire community, as well as measures appropriate to specific land uses.

A DP Area addresses special development circumstances, and if a property is within a DP Area, certain types of development activity cannot proceed without a DP being issued. The DP Objectives and Guidelines include:

- General Guidelines: Basic development standards applicable across the City;
- Specific Guidelines: Development standards applicable to specific land uses.

In certain cases, these DP Objectives and Guidelines are surpassed by more detailed DP Objectives and Guidelines outlined in Area Plans or Sub-Area Plans adopted by the City of Richmond. In the event of a conflict between the DP Areas, Objectives and Guidelines contained in the OCP (Schedule 1) and those contained in the Area

Plans or Sub-Area Plans (Schedule 2), the latter shall apply. The only exceptions to this rule, in which case the OCP DP Areas, Objectives and Guidelines apply, are:

- ESAs;
- marinas;
- sites abutting the edge of the Agricultural Land Reserve (ALR).

In the event of a conflict between the DP Objectives and Guidelines and regulations outlined in the City's Zoning Bylaw, the latter shall take precedent.

The DP Objectives and Guidelines do not require literal interpretation, in whole or in part. They will, however, be taken into account in the consideration of DP applications. The DP Panel may, at its discretion, recommend denial of, or require modifications to a DP application for failure to meet the standards contained within these Objectives and Guidelines, in whole or in part. Developers and architects are encouraged to read the reasoning behind the criteria and meet the spirit of the criteria as well as the letter of the law.";

1.6 Replacing Section 14.1.6.2 (Environmentally Sensitive Areas (ESAs) Only) with the following:

"**14.1.6.2 Environmentally Sensitive Areas (ESAs)**

Exemptions from applying for an ESA DP and the associated DP process are as follows:

- renovation of building interiors;
- land use related activities which do not impact, or extend into, a designated ESA, or, when land use activities are proposed to take place within an existing building's footprint;
- removal of noxious weeds and invasive species as defined by the "Invasive Species Council of British Columbia's Field Guide to Noxious Weeds and Other Selected Invasive Plants of British Columbia", as updated from time to time, from privately-owned single family and SSMUH lands by an owner as long as the proposed works are shown to not result in material disturbance or damage to soil cover and any sensitive habitat features within the designated ESA. (Note: the City may require that a Qualified Environmental Professional (QEP) review such proposed works);
- installation of fencing, small shed or other structures not requiring building permits and landscaping of lawns on privately-owned lands that are designated ESA, as long as such works do not require extensive disturbance of existing vegetation or soil cover. (Note: the City may require that a QEP review such proposed works);
- maintenance of existing infrastructure (including but not limited to roads, utilities, dikes, and drainage) in areas that are designated as ESA, or adjacent

to ESA, if adequate protection is provided for the ecological features (Note: the City may require that a QEP review such proposed works);

- upgrades to City roads and transportation corridors undertaken by the City as per transportation expansion strategies and public works projects as long as adequate environmental protection and enhancement mechanism and standards are employed. This exemption also applies to ongoing as well as emergency repair to damaged or failed roads and transportation infrastructure;
- upgrade, maintenance, construction and expansion of the City's diking infrastructure as per the City's Dike Master Plan, including those approved by other levels of government, are considered and undertaken in conjunction with such works. This exemption also applies to ongoing as well as emergency repairs to damaged or failed diking infrastructure. (Note: the City may require that a QEP review such proposed works if conducted by any party other than the City);
- repair or maintenance of marine and foreshore facilities within the designated ESA for marine shoreline as shown on Attachment 2 to the OCP (Marine ESA), that have obtained the required senior government approvals from the Provincial and/or the Federal government, as applicable;
- construction and maintenance activities carried out by, or on behalf of, the City to enhance and protect natural habitat and public trails;
- streamside enhancement and ecological restoration works including that have obtained the required senior government approvals from the Provincial and/or the Federal government, as applicable;
- works on First Nation owned lands;
- the removal of a hazard tree, as defined by and adjudicated in accordance with the City's *Tree Protection Bylaw No. 8057*, as amended or replaced from time to time;
- all works carried out by the City in City parks which are below the high water mark and extend seaward up to 30 m (98.4 ft.). Note: There is a continuous 30 m (98.4 ft.) ESA buffer below the highwater mark. This exemption is intended to exclude those areas of City park that fall into this buffer (e.g., Garry Point Park);
- placement, maintenance, or enhancement of services (meaning amenities such as play spaces, benches, tables, pathways, green areas and other parks features contributing to the park's function as a recreational space for residents) in City parks which are partially or wholly designated ESA; and
- agricultural activities on properties in the ALR, subject to the following criteria:
    - for properties with existing farm operations, submission of records of farming business such as income generated through farming, tax records, farm status from BC Assessment, or government Farm Number;

- for properties not farmed recently (as determined by the City) or not farmed previously, submission of a farm plan prepared by a Registered Professional Agrologist which would include the following details:
  a) proposed crops to be planted and rationale for the selection;
  b) area of the property to be farmed. Note: Through a legitimate farming proposal, existing vegetation on farmlands in the ALR, and within designated ESA, may be removed to accommodate a proposed land preparation for farming in conjunction with the Provincial *Farm Practices Protection (Right to Farm) Act* and subject to all applicable provincial regulatory requirements;
  c) conditions of the property in terms of farming suitability (i.e. soil conditions) and degree of works and land preparation that would be required to start farming the property;
  d) details of farm access and whether new driveway(s) would be required; and
  e) confirmation that non-farm uses such as residential areas (if permitted under the then current Agricultural zone, and ALC regulations) are not to occur within designated ESA. Non-farm use development on ESA designated lands will be subject to an ESA Development Permit application and approval by Council.

For clarity, property owners who are proven farmers are entitled to farm lands that are subject to ALC regulation and zoned Agricultural under the City's Zoning Bylaw, as per the Provincial *Farm Practices Protection (Right to Farm) Act*. Agriculture lands with ESA designated features may require provincial or federal approvals before farm activities can be undertaken. Any buildings and structures that are for farming related activities are also exempt from ESA DP process and requirements, and include farm buildings such as barns, sheds, greenhouses, accessory residential structures designated for use by seasonal farm works only. A principal residence on a farm home plate and all associated principal residence structures within the farm home plate on lands that are designated ESA are subject to an ESA DP process and requirements as are all and any uses on such lands that are designated/classified as non-farm in nature.

- Other Federal and Provincial Agriculturally Related Policies:
  - Agricultural activities in Riparian Management Areas are subject to the *Fisheries Act*;
  - Non-agricultural buildings and infrastructure on ALR lands may be subject to the conditions of the Provincial *Riparian Area Regulations* and *Water Sustainability Act*.;"

1.7 Replacing all of the text, tables and maps set out in Section 14.7 (Environmentally Sensitive Area (ESA) Guidelines with Schedule 1 attached hereto and forming part of this Bylaw, but retaining all photographs forming part of Section 14.7; and

1.8 Deleting Attachment 2 to Schedule 1 (City of Richmond 2041 OCP Environmentally Sensitive Area (ESA) Map) and replacing with Schedule 2 (City of Richmond 2050 OCP Environmentally Sensitive Area (ESA) Map) attached to and forming part of this Bylaw.

2. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725".**

FIRST READING	DEC 0 8 2025
PUBLIC HEARING	JAN 1 9 2026
SECOND READING	JAN 1 9 2026
THIRD READING	JAN 1 9 2026
OTHER CONDITIONS SATISFIED	FEB 0 3 2026
ADOPTED	

CITY OF RICHMOND
APPROVED by
JH
APPROVED by Manager or Solicitor

MAYOR

CORPORATE OFFICER

14.7 GUIDELINES TO DEVELOP ON LANDS DESIGNATED PARTIALLY OR FULLY AS ENVIRONMENTALLY SENSITIVE AREAS (ESAs)

ESA DP Guidelines apply to developments and other activities such as subdivisions that occur in designated OCP ESAs. ESAs form a component of the City's Ecological Network (EN) along with Riparian Management Areas (RMA) and parklands. ESA designation on various properties and lands is intended to protect and enhance the environmental resources and ecosystem services which may be present or which may have the potential of being restored to a previous ecological state while also providing opportunities for development. There are four categories of ESAs designated within the City (see Section 14.7.2), and two types of ESA DPs (see Section 17.7.1).

14.7.1 ESA DP Guideline Process and Requirements

The table below explain the basic requirements and process to follow when:

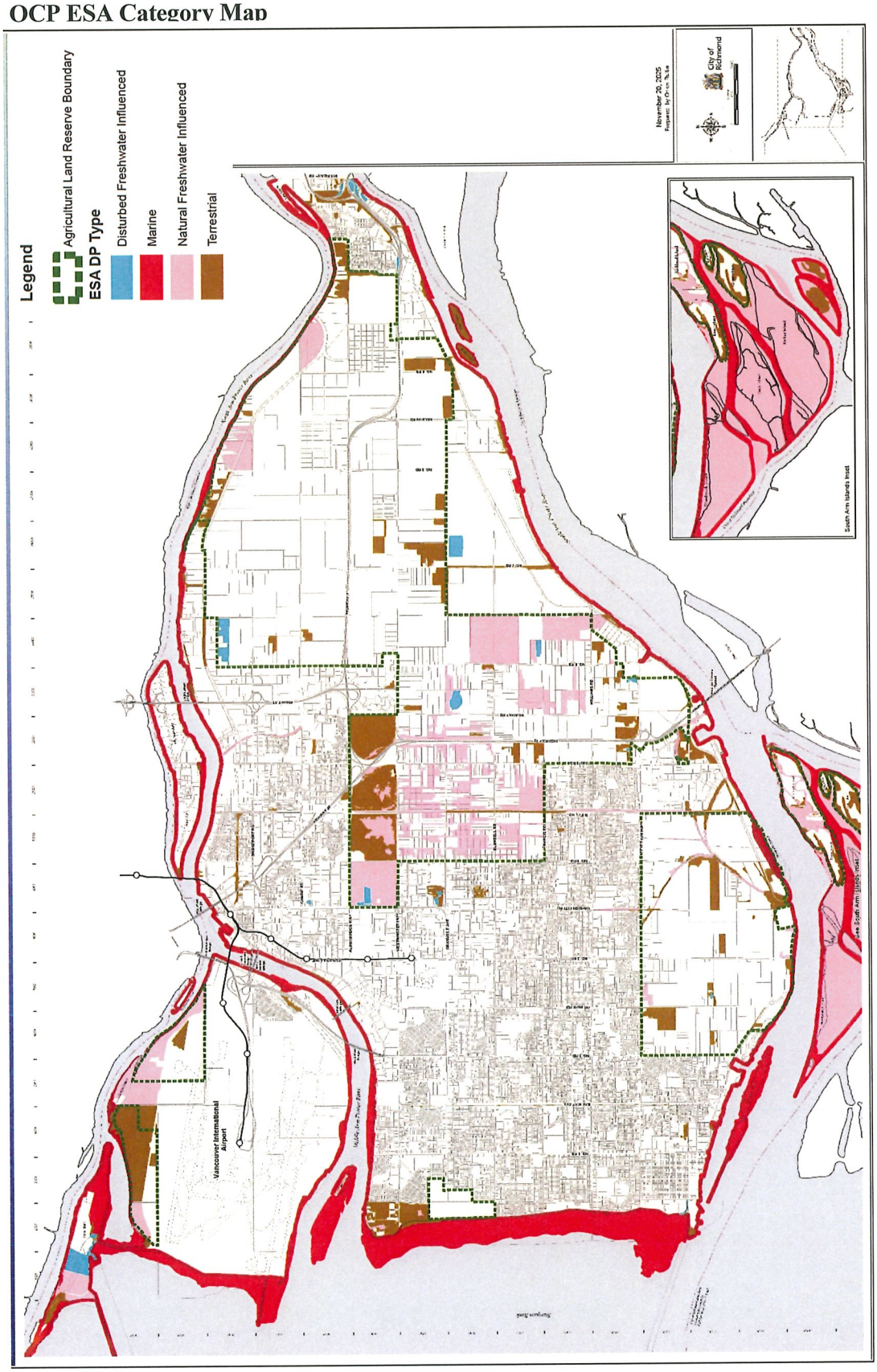
- a property is exempt from an ESA DP; or
- an ESA DP is required.

Overview ESA DP Guidelines Process and Requirements
1. All property owners, who appear to be affected by an OCP ESA designation within or near their property, are to first consult City staff and to determine if and how their property is affected by an ESA designation, the approval requirements, and the DP process.
2. City staff will verify: • if there is an ESA designation on their lands. This will be based on staff review of the City's map of ESAs shown in Attachment 2 to this OCP (City ESA Map), as well as reviewing any preliminary plans of development or other activity, including subdivision, provided to staff by the property owner of the lands under consideration. • if the proposed activity is exempt as per Section 14.1.6.2 Development Permit Area Exemptions.
3. If the lands are within an ESA and the proposed activity is not found to be exempt under Section 14.1.6.2, staff will determine if the proposal is a Type A or Type B ESA DP, as further described below.
4. The level of disturbance in an ESA is to be determined by staff using the scope and/or size of the activity's encroachment into an ESA, municipal held information, information provided by the applicant (e.g., QEP review), and other data determined to be relevant in the sole discretion of the City. Based on the level of disturbance, additional information and analysis may be requested of the owner/applicant to advance the DP review.

The following table explains the ESA DP process for Type A and Type B DPs (ESA DP Types):

Type A ESA DP	Minimal ESA Disturbance ESA DP Requirements	**Required when:** The proposed activity (for example the construction of a single family house) will encroach into an ESA by less than or equal to 0.1 ha (1,000 square meters; 11,760 sq. ft): • City staff will work with the owner to identify the location, condition and type of ecological features on the site. The proponent for the proposed construction may be required, with the assistance of a QEP, to identify existing trees, vegetation, and known wildlife habitat within and adjacent to the portion of the ESA affected by the development proposal. • An environmental assessment of the site may be required to map and confirm existing ecological features and to provide an ecological restoration strategy on-site which would take into account the development potential of the site while also ensuring a higher quality ecological landscape post-development through a combination of landscape planting and/or invasive species removal and management for the site. • For proposed non-farm use development on ALR lands [Farm Home plate containing a single family dwelling] any and all ecological planting and restoration would be concentrated within the farm home plate and Riparian Management Area, if present on the site.
Type B ESA DP	Moderate to Significant ESA Disturbance ESA DP Requirements	**Required when:** The proposed development, including but not limited to, the construction of or alteration to multi-family, industrial, commercial, and institutional uses on a site where the building(s) will materially encroach into the ESA, or for another activity where the works will materially encroach into the ESA. Material encroachment will be determined based on the OCP ESA Map and the City's Interactive Mapping, means any encroachment of more than 0.1 ha (1,000 square meters; 11,760 sq. ft): • Owner would be required to provide an Environmental Impact Assessment prepared by a QEP which includes the following details: - a preliminary bio-inventory (site survey); - a detailed inventory and conservation evaluation including an assessment and recommendations regarding mitigation and compensation for lost ESA area*; and - an environmental monitoring program for a period of 3-5 years post-development/post-activity. * Evaluation of the ESA and mitigation for encroachment into the ESA designated lands on the site may include the following approaches and associated compensation approaches: a) mapping of all high-quality vegetation and habitats within the ESA designated lands and confirmation of any senior regulatory approval for any habitats and/or Species At Risk as defined under any applicable Provincial and/or Federal legislation; and b) demonstrating whether there would be an area on-site which can be reasonably set aside to be landscaped with appropriate planting to enhance the existing ESA; and/or c) demonstrating whether there are areas of the ESA which have been previously disturbed and have the potential to be ecologically restored to a previous naturalized state; and/or d) demonstrating whether there is an opportunity to restore previously disturbed ESA designated lands or provide planting elsewhere on the site to connect the previously disturbed ESA or the new planting area to ecological network (EN) adjacent to the site through an "ecological corridor" restoration approach, if there is an EN nearby. EN can be in the form of ESA on adjacent lands, parklands on adjacent land, or RMA on adjacent lands.

OCP ESA Category Map



14.7.2 ESA Categories and DP Submission Requirements

The ESAs designated as DP areas pursuant to Section 14.1.5 of this OCP are designated under Section 488(1)(a)of the *Local Government Act* to protect the natural environment, its ecosystems and biological diversity. The City's ESAs are grouped into four ESA categories (ESA Categories) based on existing or expected ecological characteristics, geographic locations, previous history of human disturbance and potential for enhancement and connection to a wider EN. Development and other activity proposals within each ESA Category is subject to environmental impact assessment and analysis appropriate for the applicable ESA Category.

14.7.2.1 General Guidelines that apply to All ESA Categories

The following guidelines apply to all ESA Categories:

a) Safeguard ESAs, given their current and potentially noteworthy ecological and biodiversity values, regardless of its current environmental health and susceptibility to disturbance, as determined by a QEP by keeping ESAs free of development and other works, as much as practical given the uses and densities permitted on-site by the City's Zoning Bylaw and other site activities. Development and other activities taking place outside but adjacent to an ESA should provide an appropriate separation distance or buffer between said development or other activity and the exterior boundary of the ESA.

b) Give consideration, as appropriate and practical, to varying of dimensional/spatial features of other bylaw requirements including requirements under the City's Zoning Bylaw (e.g. allowing variances to setbacks, lot coverage, building height), as deemed appropriate and commensurate, to facilitate safeguarding the geographic boundaries of an ESA, particularly where the variance can accommodate the uses and densities permitted on-site by the Zoning Bylaw while also preserving, restoring and enhancing the ESA in question.

14.7.2.2 Natural Freshwater-Influenced ESA

The Natural Freshwater-Influenced ESA Category includes all areas with vegetation and exposed soil that are influenced by freshwater (Natural Freshwater-Influenced ESAs). This designation includes all naturally occurring wetlands, swamps, bogs, and seasonally flooded fields, regardless if they are forested, open, or shrubbed. Watercourses and their RMAs are considered ESAs but are managed by existing Provincial regulations and the City's Environmental Services Department. Designating these freshwater features as ESAs will ensure their protection during adjacent land development and other activities and allows the City to require restoration that enhances the ability of freshwater-influenced ecosystems to continue providing ecosystem services. Priority will be given to opportunities to restore previously disturbed Natural Freshwater-Influenced ESAs and investigate all potential to connect restored ESA to nearby ecological components via the establishment of an 'ecological corridor' (connecting the space as a condition of development on-site to off-site ESA/RMA/Parklands designated lands).

What is considered a wetland?
A wetland is "land that is inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal conditions does support, vegetation typically adapted to life in inundated or saturated soil conditions, including swamps, marshes, bogs, fens, estuaries and similar areas that are not part of the active floodplain of a stream."

What is an ecological corridor?
An ecological corridor is a strip of land that may be designated as ESA and can include a variety of ecological health and services including vegetated lands complemented by small and large trees and forested space and providing opportunities for movement of various forms of wildlife that may be present in the ecosystem (Ecological Corridor). An Ecological Corridor may already be present or can be established as a condition of development on a piece of land designated as ESA. Ecological Corridors are not limited to Natural Freshwater-Influenced lands.

Justification: The Natural Freshwater-Influenced ESAs are important for:

1. regulating water flow (hydrology) by storing water during rainfall and promoting groundwater infiltration;
2. influencing water quality through filtration, capture, and transformation of a variety of chemical constituents in plants and soil;
3. providing habitat for a diverse and often unique community of plant and animal species including amphibians, waterfowl, dragonflies, sedges, and peat-mosses; and
4. storing carbon in saturated organic soils, particularly peat soils, that are common and sought after for carbon sequestration and storage, in Richmond.

Related Regulations: Depending on the biological and hydrological conditions and context of the Natural Freshwater-Influenced ESAs, there is the potential that these environmental features may trigger Provincial or Federal legislation that requires permits or approvals from senior levels of government. DP applicants must identify any applicable legislation or regulations and secure all required permits or approvals. The City's *Tree Protection Bylaw No. 8057* regulates tree removal or damage on private and public lands and applies in Natural Freshwater-Influenced ESAs. Its goal is to sustain a healthy, viable urban forest. Additional relevant regulations which influence forest protection in urban areas include the *Wildlife Act* (BC) if there are any listed wildlife (e.g., herons, eagles), the *Migratory Bird Convention Act* (Canada) which protects the nests of most birds during the nesting season, and potentially the *Species at Risk Act* (Canada), which includes protection for a suite of listed species that may these types of environmental features.

Guidelines:

a) Preserve, restore, enhance and maintain the areal extent, ecological functions and an environmentally healthy condition of a freshwater wetland. Develop an environmental assessment prepared by a QEP that provides a comprehensive overview and analysis of the freshwater wetland that determines a fulsome and appropriate understanding of existing conditions and identifies potential restoration, enhancement and mitigation measures, as well as on-going stewarding and maintenance activities and requirements.
b) Incorporate restoration and enhancement measures to establish improved connectivity and contiguousness, particularly for nearby or adjacent ecosystem areas or environmental features which have the potential to contribute to the ecological health of the freshwater wetland.
c) Uphold and maintain ecological processes necessary to the long-term health of freshwater

wetlands including drainage patterns, hydrology, seasonal water table fluctuations, and water quality. Develop an Environmental Protection Plan (EPP), prepared by a QEP, that guides on-going environmental management and stewardship.

d) Refrain from altering the areal extents of a freshwater wetland, regardless of historical/past disturbances. However, when consideration is being offered to further modify the freshwater wetland from its current condition, given the accommodation of the uses and densities permitted on-site by the Zoning Bylaw, an appropriate environmental assessment and recommended mitigation measures must be prepared by a QEP for the City's review and determination of direction. Other senior levels of government approvals and permits may also be needed. The City may also require preparation of an EPP prepared by a QEP to guide on-going environmental management of said freshwater wetland.
e) Abstain from constructing and incorporating recreational trails or other amenities/facilities in freshwater wetlands.
f) Avoid the most sensitive and ecologically valuable portions of the freshwater wetland using careful site design for permitted development and other activities (for example infrastructure works). Focus restoration efforts of freshwater wetlands that result in healthy habitats that have historical fill, structures and/or contaminated sediment removed and contribute to creation of peat soils. Other senior levels of government approvals and permits may also be needed.

14.7.2.3 Disturbed Freshwater-Influenced ESA

This ESA Category covers areas with vegetation and soil that are influenced by freshwater but are actively being disturbed by farming operations and other human influences (Disturbed Freshwater-Influenced ESA). Although these areas are actively managed, they are expected to contain sensitive habitats. These areas include agricultural lands as well as areas that are periodically mowed and fallow agricultural fields. The management of these areas will be similar to those designated as Natural Freshwater-Influenced ESAs, focusing on restoring them to a resilient and healthy ecological state in so far as restoration and enhancement do not conflict with, but work in tandem with, activities that identified by the Province and the City as high priority (i.e Right to Farm).

Justification: Disturbed Freshwater-Influenced ESAs are important for:

1. regulating water flow (hydrology) by storing water during rainfall and promoting groundwater infiltration;
2. influencing water quality through filtration, capture, and transformation of a variety of chemical constituents in plants and soil;
3. providing habitat for a diverse and often unique community of plant and animal species including amphibians, waterfowl, dragonflies, sedges, and peat-mosses; and
4. storing carbon in saturated organic soils, particularly peat soils, that are common and sought after for carbon sequestration and storage, in Richmond.

Related Regulations: Depending on the biological and hydrological conditions and context of the Disturbed Freshwater-Influenced ESAs, environmental features may trigger provincial or federal legislation that requires permits or approvals from senior levels of government. DP applicants must identify any applicable legislation or regulations and secure all required permits or approvals. The City's *Tree Protection Bylaw No. 8057* regulates tree removal or damage on private and public lands and applies in Disturbed Freshwater-Influenced ESAs. Its goal is to

sustain a healthy, viable urban forest. Additionally, relevant regulations which influence forest protection in urban areas include the *Wildlife Act* (BC) if there are any listed wildlife (e.g., herons, eagles), the *Migratory Bird Convention Act* (Canada) which protects the nests of most birds during the nesting season, and potentially the *Species at Risk Act* (Canada), which includes protection for a suite of listed species that may these types of environmental features.

Guidelines:

a) Preserve, restore, enhance and maintain the areal extent, ecological functions and an environmentally healthy condition of a freshwater wetland. Develop an environmental assessment prepared by a QEP that provides a comprehensive overview and analysis of the freshwater wetland that determines a fulsome and appropriate understanding of existing conditions and identifies potential restoration, enhancement and mitigation measures, as well as on-going stewarding and maintenance activities and requirements.

b) Incorporate restoration and enhancement measures to establish improved connectivity and contiguousness, particularly for nearby or adjacent ecosystem areas or environmental features which have the potential to contribute to the ecological health of the freshwater wetland.

c) Uphold and maintain ecological processes necessary to the long-term health of freshwater wetlands including drainage patterns, hydrology, seasonal water table fluctuations, and water quality. Develop an EPP, prepared by a QEP, that guides on-going environmental management and stewardship.

d) Refrain from altering the areal extents of a freshwater wetland, regardless of historical/past disturbances. However, when consideration is being offered to further modify the freshwater wetland from its current condition, given the accommodation of land use designation policies of this OCP and/or the City's Zoning Bylaw provisions, an appropriate environmental assessment and recommended mitigation measures must be prepared by a QEP for the City's review and determination of direction. Other senior levels of government approvals and permits may also be needed. The City may also require preparation of an EPP prepared by a QEP to guide on-going environmental management of said freshwater wetland.

e) Abstain from constructing and incorporating recreational trails or other amenities/facilities in freshwater wetlands.

f) Avoid the most sensitive and ecologically valuable portions of the freshwater wetland using careful site design for permitted development and infrastructure works. Focus restoration efforts of freshwater wetlands that result in healthy habitats that have historical fill, structures and/or contaminated sediment removed and contribute to creation of peat soils. Other senior levels of government approvals and permits may also be needed.

14.7.2.4 Marine Shoreline ESA

This ESA Category includes all coastal and backshore areas, 30 m landward and seaward of the high-water mark (high tide line) along the Fraser River and Strait of Georgia (Marine Shoreline ESA). This designation includes all mudflats, estuarine habitats, salt marshes, and shallow subtidal zones. It also includes all shoreline areas that have been modified by the dyke, whether developed or undeveloped. While much of the Marine Shoreline ESA has been altered for flood control or developed for industry purposes, opportunities remain along foreshore parks, dikes, and wildlife refuges to enhance and naturalize the shoreline. Development and other activities on sites designated as Marine Shoreline ESA are likely subject to review and input with regard to

diking upgrades and requirements in the City's Dike Master Plan. A proposal to develop near or within Marine Shoreline ESA would involve some degree of consideration to appropriate riparian planting and modifications in so far as diking upgrades are concerned and would likely require regulatory approval form various agencies at Provincial and Federal levels of government prior to any approval by the City.

Justification: The Marine Foreshore (intertidal zone) portion and Marine Backshore (riparian zone) portion of the Marine Shoreline ESA associated with the Fraser River and Strait of Georgia (Salish Sea) is important for:

1. aquatic habitat – the intertidal zone along the perimeter of Richmond's Islands – is recognized for its importance for fish such as juvenile salmon from throughout the Fraser River watershed, but also for spawning eulachon and starry flounder which are an important part of the foodweb;
2. terrestrial habitat – the riparian zone along the perimeter of Richmond's Islands – is recognized for its crucial role of maintaining healthy ecosystems and supporting various forms of terrestrial-based, flora and fauna adjacent to the intertidal zone and between it and inland areas;
3. protection of Richmond's dikes, other infrastructure and upland areas from wave and current water erosion by dissipating energy;
4. eelgrass, other seagrasses and sea flora contribute to filtering contaminants and sediment before it reaches the marine backshore (riparian zone) and contributes to carbon sequestration; and
5. aesthetic and cultural values that make both intertidal and riparian zones important parts of Richmond's parks, waterfront trails and spatial identity (place attachment).

Related Regulations: All Marine Shoreline ESAs are considered fish habitat under the Federal *Fisheries Act*. Fisheries and Oceans Canada (DFO) regulates activities affecting fish habitat. Many intertidal/foreshore and riparian/backshore zones also have important values for migratory wildlife such as shorebirds and waterfowl; migratory birds and their nests are protected under the *Migratory Birds Convention Act* and intertidal zones designated as part of Provincial Wildlife Management Areas (including Sturgeon Bank WMA) are also managed for conservation values. Other relevant legislation and regulations that affect the intertidal zone include the *Dike Maintenance Act* (BC), the *Wildlife Act* (BC) (for listed wildlife as well as Wildlife Management Areas), the *Species at Risk Act* (Canada), and the *Navigable Waters Protection Act* (Canada). The City's *Tree Protection Bylaw No. 8057* regulates tree removal or damage on private and public lands and applies in riparian or backshore zones for Marine Shoreline ESAs. Its goal is to sustain a healthy, viable urban forest. Additional relevant regulations which influence forest protection in urban areas include the *Wildlife Act* (BC) if there are any listed wildlife (e.g., herons, eagles), the *Migratory Bird Convention Act* (Canada) which protects the nests of most birds during the nesting season, and potentially the *Species at Risk Act* (Canada), which includes protection for a suite of listed species that may these types of environmental features.

Guidelines:

a) Develop an Environmental Assessment Report prepared by a QEP for development and infrastructure projects that occur within the vicinity of the Marine Shoreline ESA.
b) Prepare a development plan/proposal layout and design, in consideration of rising sea levels,

that:

i. minimizes erosion, retains habitat, and maintains water quality, marine shore stability and natural, native and climate-responsive vegetation (excludes invasive species) along the marine shore;
ii. avoids areas with poor slope stability and locates marine shore accesses/structures sensitively;
iii. maintains, restores and enhances existing marine shore habitat (e.g. eelgrass beds) in and to their natural state to protect marine shore natural assets;
iv. establishes marine water views selectively by pruning branches of shore area trees instead of topping or removing healthy trees; and
v. maintains or establishes public access.

c) Safeguard native plant species or plant communities that are identified as sensitive, rare, threatened or endangered, or have been identified by a QEP as worthy of protection. If disturbance cannot be entirely avoided, development and mitigation / compensation measures must be undertaken under the supervision of the QEP and may require additional advice from applicable senior governmental agencies.
d) Maintain ecological processes important to the long-term health of the foreshore and backshore zones including drainage and hydrology, natural sediment or detritus movement (accretion and erosion).
e) Consider contiguous or nearby ESAs and RMAs which have the potential to influence the Marine Shoreline ESA.
f) Avoid, as part of development and infrastructure, disrupting the movement of detritus and sediment materials. Where water access is necessary for transportation or recreation facilities, the filling of the Marine Shoreline ESA shall also be avoided. The preferred method of development and infrastructure is over the riparian and intertidal zones (plus the subtidal zone if applicable) is on pilings or floating structures.
g) No alterations should be made to the Marine Shoreline ESA without an appropriate environmental assessment and implementation of mitigation measures. Other senior levels of government approvals and permits may also be needed. The City may require preparation of an EPP prepared by a QEP, with a specialization in coastal processes and ecology, to guide environmental management on sensitive, complex, or large sites.
h) Prohibit the construction of recreational trails or other facilities in the Marine Shoreline ESA without written approvals and confirmations from senior regulatory bodies.
i) Apply careful site design for permitted works to avoid the most sensitive portions of the foreshore (intertidal) and backshore (riparian) zones.
j) Preserve water quality and natural systems by leaving marine and riverbanks intact and by not altering natural slopes, and existing and restored vegetation within the foreshore (intertidal) and backshore (riparian) zones.
k) Preserve, restore and enhance foreshore (intertidal) and backshore (riparian) values, for all constructed works, where permitted, by:
   i. providing safe, durable access such that people are afforded an unobstructed view of the waterfront wherever possible;
   ii. retaining mature vegetation, including existing large trees, shrubs, and aquatic vegetation;
   iii. replanting disturbed areas with native/climate-responsive vegetation, including trees.
l) Restore, where practical, degraded foreshore (intertidal) and backshore (riparian) zones, as part of development and other activities (including infrastructure works), by removing

historical fill, structures, or contaminated sediment, and restoring native/climate-responsive habitats such as mudflats, marsh, eelgrass and other marine grasses, and riparian forests.

14.7.2.4 Terrestrial ESA

This ESA Category includes all upland areas with native vegetation that is not influenced by water, including tree stands, old-field and shrub habitat (Terrestrial ESA). Tree stands in Richmond include generally young stands that are dominated by deciduous trees. Terrestrial ESAs may include bogs and wetlands that have slowly become more terrestrial due to changes in hydrology. Tree stands in Terrestrial ESAs provide valuable habitat for a range of wildlife species. Old-field habitat and shrub habitat are temporary or permanently abandoned agricultural fields and cleared lands that support a mix of low-lying grass, herbaceous species, and shrub species. These areas were historically used for agriculture which have been left fallow and have since regenerated. Proposal to develop on agricultural fields in this ESA Category will be supported for legitimate farming activities under the *Farm Practices Protection (Right to Farm) Act* (BC).

Justification: The forests, as well as old fields and shrublands are a critical part of Richmond's ecological network. Its environmental values and importance include:

1. habitat for wildlife and plants;
2. carbon storage in above- and below-ground plant material, as well as wet soils (above-ground biomass is minor);
3. hydrologic cycle importance through rainfall interception and evapotranspiration, as well as areas with seasonal flooding;
4. improvements to air quality by capture or modification of particulates and gasses such as ozone;
5. aesthetic values in urban parks and greenways.
6. biodiversity including small mammals and the owls and hawks that hunt in them, and invertebrate pollinators (bees and flies); and
7. the cultural history of Richmond for areas that were important farms.

Related Regulations: The City's *Tree Protection Bylaw No. 8057* regulates tree removal or damage on private and public lands and applies in Terrestrial Ecosystems Areas. Its goal is to sustain a healthy, viable urban forest. Forests, old fields and shrublands are not explicitly protected or managed through provincial or federal legislation. Relevant regulations which influence forest protection in urban areas include the *Wildlife Act* (BC) if there are any listed wildlife (e.g., herons, eagles), the *Migratory Bird Convention Act* (Canada)which protects the nests of most birds during the nesting season, and potentially the *Species at Risk Act* (Canada).

Guidelines:

a) Preserve forests, as well as large patches of old field and shrubland, except in accordance with the conditions of the DP and other necessary permits or approvals (e.g., BC *Wildlife Act*).

b) Incorporate thoughtful site planning and design to avoid the most sensitive portions of forests as well as old field and shrubland units in relation to permitted development and other activities including infrastructure works (e.g., largest or healthiest trees, key wildlife habitat features, and robust natural understory, most diverse range of grasses, seasonally flooded

areas, areas with perching sites for raptors, best contributors to biodiversity and ecological functions and services).

c) Identify on-going maintenance and stewardship measures, that will remain in perpetuity with the existence of the approved development and infrastructure works, for areas retained as Terrestrial ESAs, including roles and responsibilities, should be incorporated in a conservation covenant that is registered on a property's title, pursuant to Section 219 of the *Land Title Act* (BC) (Conservation Covenant), with the City being a signatory to said covenant. Maintain ecological processes important to the long-term health of the forests, tree stands and patches, old fields and shrublands, including hydrologic processes and soil, including peatlands, quality.

d) Restore and enhance the ecological functions of old fields and shrublands by providing perching and roosting sites, planting hedgerows, and a variety of grasses and/or shrubs. Prepare a restoration and enhancement plan.

e) Restore and enhance the ecological functions and biodiversity of forests, tree stands and patches by:
   i. preserving existing snags and downed logs, as well as adding new snags and downed logs, where they are not a risk to safety;
   ii. planting trees and understory shrubs at the margins or parameters of the forests, tree stands and patches, to increase habitat in the ecotone;
   iii. incorporating new understory vegetation that is consistent to and complementary with the existing plant communities, provides high food source and habitat values; and
   iv. applying pruning, thinning, supplemental planting, or other methods to reduce the risk of wind throw on newly exposed forest edges, as determined by a registered professional forester.

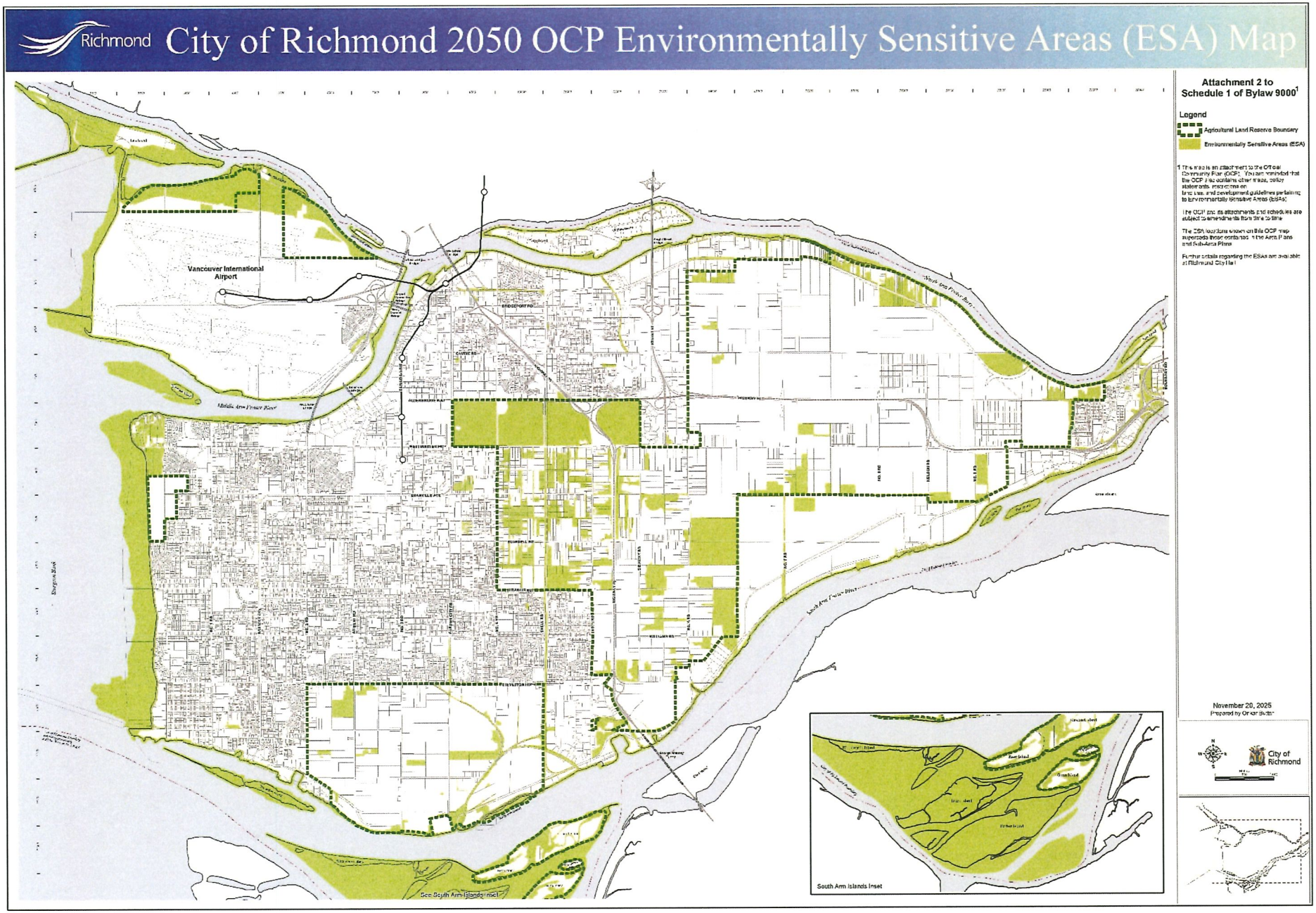
f) Adhere to the relevant tree replacement compensation ratio as outlined in the City's *Tree Protection Bylaw No. 8057*, as amended from time to time, including replacement tree requirements for every tree that is permitted to be removed in a Terrestrial ESA. In circumstances where high value ecological habitat ESA is reconfigured and/or relocated, the area replacement compensation ratio is 1.5 m^2 (16.15 ft2) for every 1.0 m^2 (10.76 ft^2) of Terrestrial ESA reconfigured and/or relocated. Replacement trees should be native species or climate response and resilient species and are to be planted in other areas of the Terrestrial ESA on-site unless permission is granted to plant trees on other parts of the site, City property, or other compensation areas.

g) Avoid excavation, filling or soil compaction in a zone around trees as outlined in the *Tree Protection Bylaw No. 8057*, as amended from time to time. Use tree protection fencing and signs during construction as recommended in said bylaw. Works that may affect the roots of retained trees should be designed to avoid direct damage or be raised above the soil level (e.g., decks or pilings).

h) Improve the conditions of the forests and other natural areas, including old fields and shrublands, by removing noxious weeds and invasive plant species as defined by the Invasive Species Council of British Columbia's Field Guide to Noxious Weeds and Other Selected Invasive Plants of British Columbia, as updated from time to time. Incorporate invasive plant species management as part of the Conservation Covenant for site that receives an approval for an ESA DP.

Schedule 2 to Bylaw 10725

Attachment 2 to Schedule 1 of Bylaw 9000
City of Richmond 2050 OCP Environmentally Sensitive Area (ESA) Map



CNCL - 1009

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	January 26, 2026
From:	Milton Chan Chair, Development Permit Panel	**File:**	DP 24-043129
Re:	**Development Permit Panel Meeting Held on May 28, 2025**		

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 24-043129) for the property at 8460 Alexandra Road, be endorsed and the Permit so issued.

Milton Chan
Chair, Development Permit Panel
(604-276-4377)

Panel Report

The Development Permit Panel considered the following item at its meeting held on May 28, 2025.

DP 24-043129 – SHARIF SENBEL – 8640 ALEXANDRA ROAD
(May 28, 2025)

The Panel considered a Development Permit (DP) application to permit exterior renovations to the existing building at 8640 Alexandra Road on a site zoned "Auto-Oriented Commercial (CA)".

The applicant, Sharif Senbel, of Studio Senbel Architecture + Design Inc., provided a brief visual presentation highlighting:

- The applicant is proposing exterior renovations to the existing hotel building to provide a more modern appearance consistent with the upgrades of other hotel buildings in the same hotel chain.
- Proposed building exterior renovations include cladding upgrades on the existing entry portal and feature tower using porcelain panel cladding materials prescribed by the hotel chain.
- Landscape improvements, including additional plantings of a mix of native and non-native species, are proposed along the planted areas adjacent to Alexandra Road and within the porte cochère landscaping island.
- A glass canopy is proposed to provide weather protection to pedestrians is proposed to be installed at the south pedestrian entrance of the hotel building along Alderbridge Way.

Staff noted that (i) there is no Servicing Agreement associated with the project given the limited scope of the proposed improvements associated with the subject development permit application, (ii) staff appreciates the proposed installation of a sloped glass awning at the secondary entrance of the hotel building along Alderbridge Way as it provides additional weather protection for pedestrians and supports the City's objectives for walkability in the City Centre, (iii) proposed pedestrian safety improvements in the subject site include the installation of vehicle wheel stops on all parking stalls adjacent to the pedestrian pathways, (iv) the existing utility Statutory Right-of-Way (SRW) along the Alderbridge Way frontage is proposed to be modified and replaced to allow for Public Right-of-Passage (PROP) to facilitate the future construction of pedestrian and cycling infrastructure, and (v) the applicant is required to obtain an arborist contract to supervise all improvements within any of the tree protection zones on-site prior to Building Permit issuance.

In reply to queries from the Panel, the applicant noted that (i) existing exterior lighting on-site, including on the façade of the feature tower and under the porte cochère, will be replaced with energy efficient lighting fixtures, and (ii) enhancements to existing landscaped areas on the site are proposed along the planted areas adjacent to the driveway entrance along Alexandra Road and within the porte cochère planting island.

The Panel expressed support for the project, noting the applicant's willingness to work with staff on the proposed exterior renovations and landscape improvements.

The Panel recommends the Permit be issued.

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	January 26, 2026
From:	Wayne Craig Chair, Development Permit Panel	**File:**	DP 24-049965

Re: Development Permit Panel Meeting Held on July 16, 2025

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of Development Permit (DP 24-049965) for the properties at 5120 and 5140 Williams Road, be endorsed and the Permit so issued.

Wayne Craig
General Manager, Planning and Development

Panel Report

The Development Permit Panel considered the following item at its meeting held on July 16, 2025.

DP 24-049965 – PONDA DEVELOPMENT LTD. – 5120 AND 5140 WILLIAMS ROAD

The Panel considered a Development Permit (DP) application to permit the construction of four front-to-back duplexes at 5120 and 5140 Williams Road (one on each new lot after subdivision), on lots zoned "Two-Unit Dwellings (ZD9) – Williams Road (Steveston)".

The applicant's architect, Mathew Cheng, of Matthew Cheng Architect Inc., and the applicant's landscape architect, Yiwen Ruan, of PMG Landscape Architects, provided a brief visual presentation highlighting:

- The subject site consists of two lots proposed to be subdivided into four new lots, with each new lot after subdivision containing a two-storey duplex with one unit at the front and one unit at the back for a total of eight units.
- Each unit will be provided with a garage with two resident parking spaces (one regular-sized and one small-sized) in a side-by-side configuration.
- Each pair of duplexes is accessed by a shared drive aisle in the middle, and one visitor parking space is to be shared between the two duplexes.
- The development includes two convertible units with potential to be renovated for future installation of a stair lift.
- All units will incorporate aging-in-place features.
- Window openings of duplex buildings are minimized along the side yard elevations to avoid potential overlook into adjacent single-family homes.
- 18 replacement trees are proposed to be planted on-site which are in excess of the required 15 replacement trees for the on-site trees identified for removal at the time of the rezoning application
- Canopy trees and low hedging and fencing are proposed along the Williams Road frontage.
- Appropriate landscaping along the south property line is proposed to minimize the impact on existing trees.
- Permeable paving treatment is proposed for the visitor parking stalls.
- Native, drought-tolerant and low-maintenance species are proposed to be planted on the subject site.
- Bollard lighting is proposed along the key pedestrian pathways and at the entrance.
- Minimal grading is proposed for all outdoor areas on the site to enhance usability.
- Air-source heat pumps are proposed for heating and cooling of units, and acoustic fencing or noise barriers will be installed to mitigate noise impacts.
- The project has been designed to achieve BC Energy Step Code Level 3 with Zero Carbon Emission Level 4.

Staff noted that (i) a Servicing Agreement for frontage improvements and utility servicing connections is required as a condition of subdivision for the proposed development, (ii) there are 18 new trees consisting of a mix of deciduous and coniferous trees proposed to be planted on the site, (iii) all landscaped areas of the site are proposed to be irrigated through the use of an automatic irrigation system, and (iv) the two convertible units have the potential to be renovated for future installation of a stair lift.

In reply to queries from the Panel, the applicant noted that (i) the proposed lighting for the site includes building mounted downward-focused lighting including along the west side of Building A and east side of Building D to avoid light spillover onto adjacent units and existing neighbouring properties, (ii) the project civil engineer will design the on-site drainage system and the interface between the permeable and non-permeable areas on the shared drive aisle at the Building Permit stage to ensure pedestrian safety and avoid flooding in the site, (iii) adequate manoeuvring space is provided for the shared visitor parking space, (iv) the project will retain an acoustic consultant to determine noise mitigation measures for the heat pumps if deemed necessary to comply with the City's Noise Regulation Bylaw, and (v) there is sufficient space available for the potential installation of additional noise mitigation measures for the heat pumps in addition to fencing.

The Panel recommends the Permit be issued.