



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, February 1, 2016
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-5** *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on January 18, 2016.*



COMMUNITY SERVICES DIVISION

1. **2016 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**
(File Ref. No. 03-1085-01) (REDMS No. 4849460 v. 4)

GP-38

See Page GP-38 for full report

Designated Speaker: Charlene Phung

STAFF RECOMMENDATION

- (1) *That Parks, Recreation and Community Events Grants be allocated and cheques disbursed for a total of \$100,700 as identified in Attachment 1 of the staff report titled “2016 Parks, Recreation and Community Events Grants,” dated January 11, 2016, from the Senior Manager, Recreation and Sport Services; and*
- (2) *That Steveston Community Society – Richmond Summer Projects be recommended for the second year of a three-year funding cycle based on Council’s approval of the subsequent year of funding.*



2. **2016 ARTS AND CULTURE GRANT PROGRAM**

(File Ref. No. 11-7000-01) (REDMS No. 4867292 v. 3)

GP-92

See Page GP-92 for full report

Designated Speaker: Liesl Jauk

STAFF RECOMMENDATION

That the 2016 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$107,497, as outlined in the staff report titled “2016 Arts and Culture Grant Program,” dated January 11, 2016, from the Director, Arts, Culture and Heritage Services.



3. **2016 CHILD CARE GRANTS**

(File Ref. No. 11-7000-01) (REDMS No. 4879612 v. 4)

GP-150

See Page GP-150 for full report

Designated Speaker: Coralys Cuthbert

STAFF RECOMMENDATION

- (1) *That as outlined in the staff report titled “2016 Child Care Grants,” dated January 15, 2016, from the General Manager, Community Services, the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$49,888.25;*
- (2) *That Council authorize the expenditure of \$10,000 to support the Child Care Professional and Program Development Grants with funding from the Child Care Operating Reserve Fund; and*
- (3) *That the Child Care Professional and Program Development Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$10,000.*



4. **2016 HEALTH, SOCIAL AND SAFETY GRANTS**

(File Ref. No. 03-1085-01) (REDMS No. 4848972 v. 2)

GP-183

See Page GP-183 for full report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That, as per the staff report titled “2016 Health, Social and Safety Grants, dated January 11, 2016, from the General Manager, Community Services:

- (1) Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$566,570; and*
- (2) the following applicants be approved for the first year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:*
 - (a) Community Mental Wellness Association of Canada;*
 - (b) Heart of Richmond AIDS Society;*
 - (c) Richmond Mental Health Consumer and Friends Society;*
 - (d) Richmond Society for Community Living;*
 - (e) Richmond Women’s Resource Centre;*
- (3) the following applicants be approved for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:*
 - (a) Chimo Community Services;*
 - (b) Family Services of Greater Vancouver;*
 - (c) Pathways Clubhouse;*
 - (d) Richmond Addiction Services Society;*
 - (e) Richmond Family Place Society;*
 - (f) Richmond Multicultural Community Services;*
 - (g) Richmond Youth Service Agency;*
 - (h) Volunteer Richmond Information Services Society;*
- (4) the following applicants be approved for the third year of a three-year funding cycle:*
 - (a) Big Brothers of Greater Vancouver; and*
 - (b) Big Sisters of BC Lower Mainland.*



5. **TRANSFERRING APPROVED FUNDS FOR THE CITY'S MAJOR FESTIVALS IN 2016/17 – REFERRAL RESPONSE**

(File Ref. No. 11-7400-01) (REDMS No. 4888580 v. 3)

GP-297

See Page GP-297 for full report

Designated Speaker: Jane Fernyhough

STAFF RECOMMENDATION

- (1) *That the transfer of \$750,000 be authorized from the Major Events Provisional Fund to support the following events and programs: Ships to Shore 2016, Maritime Festival 2016, Richmond World Festival 2016, Days of Summer 2016, Children's Arts Festival 2017 and the purchase of festival infrastructure and City branded assets; as outlined in the staff report titled "Transferring of Approved Funds for the City's Major Festivals in 2016/17—Referral Response," dated January 19, 2016, from the Director, Arts, Culture and Heritage Services;*
- (2) *That the expenditures totaling \$1,100,000 for Major Events, of which \$750,000 is funded from the Major Events Provision Fund, \$223,500 funded from projected sponsorships, and \$126,500 from other revenue (grants, ticket sales, vendor fees, etc.) be included in the 5 Year Financial Plan (2016-2020);*
- (3) *That the scope of the Richmond Maritime Festival 2016 be expanded to showcase the wooden boat industry as a core theme; and*
- (4) *That a delegation of Councillors and staff attend the Port Townsend Wooden Boat Festival, September 9 to 11, 2016, on a fact finding and outreach mission.*

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, January 18, 2016

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

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 4, 2016, be adopted as circulated.

CARRIED

PRESENTATION

1. With the aid of a PowerPoint presentation, Geoff Freer, Executive Project Director, George Massey Tunnel Replacement Project, Ministry of Transportation and Infrastructure, provided an overview on the Replacement Project and highlighted the consultation process, the traffic analysis, the transit, cycling and pedestrian connections, the environmental benefits, and the effects on agricultural land.

Discussion ensued in which Mr. Freer provided the following information:

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- the project will include road widening on the west side of Highway 99 from between 10 and 30 metres;
- the proposed bridge is being constructed to accommodate light rapid transit (rail) in the future;
- statistics indicate that 2% of traffic using the tunnel originates from Deltaport and that trucks make up 6% of the tunnels rush hour traffic and approximately 14% of traffic between 9 a.m. and 3 p.m.;
- the Province considered current information related to seismic standards and liquefaction conditions, explored alternative corridors, and examined various bridge and/or tunnel options;
- depending on the number of lanes considered, similar costs would be incurred with a new or twin tunnel due to the seismic work required, and a second tunnel would have a significant impact on the areas agricultural, residential, and commercial land;
- the proposed three level Steveston interchange would not significantly impact the existing farm land and commercial/residential areas;
- the traffic queues for the Oak Street Bridge are primarily a result of the traffic lights at 70th Avenue and the Province is in discussion with the City of Vancouver regarding the matter;
- specific details related to the net positive impact to viable agricultural lands will not be available until further in the design process;
- the Province's work is based on Metro Vancouver Plans, including the Regional Growth Strategy;
- while TransLink supports the Province's proposal with the integrated transit stops, their priority is for rail lines from Surrey;
- discussions have taken place with TransLink regarding Park 'n Ride service at the Steveston Highway and Highway 17A interchanges; however, due to the potential impacts to agricultural land the focus was placed on developing the integrated transit stops;
- the Province will absorb all costs associated with improvements in the Highway right-of-way; however, future discussions with the City would be required regarding costs for any potential improvements to the City's infrastructure (i.e., Rice Mill Road access);
- environmental benefits include transit, cycling and pedestrian enhancements, reduced vehicular idling, stormwater biofiltration, and ditch drainage and vegetation improvements;
- the proposed Steveston Highway interchange improvement will encroach on City lands by approximately 20 metres (65 feet);

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- the tunnel will be removed for environmental reasons; however, there is no intention by Port Metro Vancouver to dredge the Fraser River in order to increase the shipping channel; and
- there are ongoing discussions with Metro Vancouver regarding the location of the water main.

Discussion ensued regarding the (i) importance of addressing the Oak Street Bridge queues with the City of Vancouver, (ii) net amount of farmland being affected, (iii) possible encroachment on City land at the Steveston Highway interchange, and (iv) removal of the tunnel in order to increase the shipping channel in the Fraser River.

PLANNING AND DEVELOPMENT DIVISION

2. GEORGE MASSEY TUNNEL REPLACEMENT – CITY COMMENTS ON PROJECT DEFINITION REPORT

(File Ref. No. 01-0150-20-THIG1) (REDMS No. 4863110 v. 5)

A map showing the primary and secondary Agricultural Land Reserves (ALR) from 1973 and information prepared by the Richmond Chamber of Commerce titled “The Economic Importance of the Lower Fraser River,” prepared July 2014 (attached to and forming part of these Minutes as Schedule 1) were distributed on table. Discussion ensued regarding (i) the 1973 Southwestern Shores study prepared for Fraser River Port Authority and others promoting the industrialization of the River, (ii) opportunities for Metro Vancouver, the City, and the public to comment on the design of the proposed bridge and on the possible industrialization of the Fraser River, and (iii) the ongoing loss of ALR lands along the Fraser.

In response to a query from Committee, Victor Wei, Director, Transportation, advised that the staff recommendation is to endorse the objectives to ease congestion at the existing tunnel area, improve transit connections, and replace aging highway infrastructure to enhance public safety. He further advised that endorsement of the objectives is not an endorsement of the Replacement Project.

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Douglas George Massey, 875 Eden Crescent, Delta, spoke to the demise of the George Massey Tunnel and provided a copy of (i) a brief titled “George Massey Tunnel Replacement Project Review,” a document titled “The Vision to Build the George Massey Tunnel and the Road to its Removal,” and an email response from Tunnel Engineering Consultants, dated January 13, 2016 (attached to and forming part of these Minutes as Schedule 2). Mr. Massey provided background information regarding a presentation to the Province by Tunnel Engineering Consultants, from the Netherlands, on the suitability of tunnel technology for this project that was not made public. He commented on (i) the lack of information related to tunnel improvement and/or replacement costs, (ii) material obtained through a Freedom of Information request that demonstrates the Province and Port of Vancouver’s collaboration in the Tunnels removal to allow industrial expansion along the Fraser River, and (iii) the risks associated with the expansion of docks and terminals along the river.

Committee requested copies of the background material spoke of by Mr. Massey.

It was moved and seconded

- (1) *That the Ministry of Transportation and Infrastructure (MoTI) be advised that while the City supports in principal the objectives of the George Massey Tunnel Replacement Project to ease traffic congestion at the existing tunnel area, improve transit and cycling connections and replace aging highway infrastructure to enhance public safety, as described in their Project Definition Report, the following issues must be addressed by MoTI prior to advancing the project for further design and the procurement process:*
- (a) *provision of further details to demonstrate how the overall project will:*
 - (i) *have a net zero or positive impact to agricultural land; and*
 - (ii) *maintain, protect and enhance the City’s riparian management areas and environmentally sensitive areas through a net gain approach;*
 - (b) *determination of how the toll rate will be implemented so that it would be fair, equitable and part of a region-wide mobility pricing policy consistent with the Mayors’ Council vision for regional transportation investments in Metro Vancouver;*
 - (c) *immediate commencement of discussions by MoTI with the Cities of Vancouver and Richmond to jointly establish a contingency plan to address any potential increased traffic queuing on Highway 99 at the approach to the Oak Street*

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Bridge;

- (d) collaboration with the City to identify appropriate infrastructure improvements to minimize any negative impacts from the widened bridge crossing and associated interchanges on the local road network including Steveston Highway, Westminster Highway, No. 5 Road, Van Horne Way, and Rice Mill Road;*
 - (e) encouragement of project proponents by MoTI to achieve a creative and innovative iconic design of the new bridge that recognizes its significance of being the largest bridge to be built in British Columbia;*
 - (f) facilitate excellence in supporting sustainable transportation options through:*
 - (i) partnership with TransLink to ensure that the transit stops within the Steveston Highway and Highway 17A interchanges are operational on opening day;*
 - (ii) provision of a multi-use path for pedestrians and cyclists on each side of the new bridge of sufficient width to safely accommodate all users in order to:*
 - i. improve safety by minimizing the crossing of Highway 99 on- and off-ramps at Steveston Highway that are planned as free flow;*
 - ii. minimize circuitousness and maximize convenience; and*
 - iii. better address existing and future demand;*
 - (iii) inclusion of pedestrian and cycling facilities as part of the new Steveston Highway and Westminster Highway interchanges and on both sides of the Blundell Road overpass;*
 - (iv) provision of improved pedestrian and cycling facilities on Shell Road as part of the widened Shell Road overpass;*
- (2) That the BC Environmental Assessment Office, the Federal Minister of Transport, and the Minister of the Environment be requested to extend the deadline for comments on the draft Application Information Requirements from February 10, 2016 to March 15, 2016 to provide the City with sufficient time to provide meaningful input;*
- (3) That the matter be referred to Metro Vancouver for comments on the compatibility of the new bridge with the Regional Growth Strategy; and*

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- (4) *That overall Richmond City Council prefers a new or improved tunnel rather than a new bridge.*

The question on the motion was not called as there was agreement to separate the motion for voting purposes.

The question on Parts (1), (2) and (3) was then called and it was **CARRIED**.

The question on Part (4) was then called and it was **CARRIED** with Cllrs. Johnston and Loo opposed.

3. **2015 REPORT FROM CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**

(File Ref. No. 01-0153-04-01) (REDMS No. 4826933 v. 3)

It was moved and seconded

That the report from the City citizen representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC) regarding the Committee's 2015 activities dated December 21, 2015, from the Director, Transportation, be received for information.

The question on the motion was not called as in reply to queries Mr. Wei accompanied by Gary Abrams, City Representative, Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC), advised that a breakdown of the inquiries would be requested from YVR staff and provided to Council. Also, Mr. Abrams noted that he is anticipating meeting with the representative of the British Columbia Floatplane Association in the near future to discuss various concerns.

In response to a query from Committee, Terry Crowe, Manager, Policy Planning, commented that staff will be meeting with YVR to clarify the consultation process regarding the Airport's Master Plan.

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

FINANCE AND CORPORATE SERVICES DIVISION

4. **RICHMOND SPORT HOSTING PROGRAM AMENDMENTS**

(File Ref. No. 08-4150-01) (REDMS No. 4769715 v. 8)

A staff memorandum titled "Council Policy 3710 Amendments – Redlined Version," dated January 18, 2016, was circulated to Committee (attached to and forming part of these Minutes as Schedule 3).

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In reply to queries from Committee, Neonila Lilova, Manager, Economic Development, accompanied by Tanya Foley, Manager, Sport Hosting, advised that (i) the three special grants to a maximum of \$25,000 per annum are funded from revenue surpluses achieved between 2009 and 2011, (ii) staff would work with the groups hosting smaller events to find revenue sources, (iii) the Sport Hosting Strategy review examined the \$400,000 annual budget for efficiencies and the findings indicated that the current allocation is the appropriate amount moving forward, and (iv) the special grants of \$25,000 would be considered for larger sport hosting events that require funding above the \$7,000 annual threshold.

Committee requested that staff provide a memorandum detailing the grant recipients prior to the regular meeting of Council.

It was moved and seconded

- (1) *That the proposed amended Council Policy 3710 – Sport Hosting Incentive Grant, included as Attachment 1 to the staff report titled “Richmond Sport Hosting Program Amendments,” from the General Manager, Finance and Corporate Services, dated November 12, 2015, be approved; and*
- (2) *That the updated Richmond Sport Hosting Strategy 2016-2020, included as Attachment 3 to the staff report titled “Richmond Sport Hosting Program Amendments,” from the General Manager, Finance and Corporate Services, dated November 12, 2015, be endorsed.*

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

5. DONATION BIN REGULATION BYLAW NO. 9502

(File Ref. No. 01-0370-01; 12-8060-20-009502/9513/9514) (REDMS No. 4873049 v. 4)

It was moved and seconded

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

- (1) *Donation Bin Regulation Bylaw No. 9502;*
- (2) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513; and*
- (3) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514;*

with an effective date of July 1, 2016.

CARRIED

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ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:35 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 January 18,
2016.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Legislative Services Coordinator

Schedule 1 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Monday, January
18, 2016.

Agricultural Land
Reserve 1973
showing the
"primary" and
"secondary" ALR
reserves in dark
and light areas.

The Economic Importance of the Lower Fraser River

July 2014

Prepared by The Richmond Chamber of Commerce.

4.3.3 Replacement of the George Massey Tunnel

87 X An important constraint affecting the maximum draft for vessels using the Lower Fraser River is the George Massey Tunnel.¹⁷⁴ The tunnel is a key link enabling traffic on Highway 99 to cross the South Arm of the Fraser River near where it empties into the Strait of Georgia.

"Built over 50 years ago, the four lane tunnel is ^{not} reaching the end of its service life and is already beyond its traffic capacity." Anticipated substantial additional residential, commercial, industrial, port and Canada-U.S. road traffic on Highway 99 threatens to aggravate the congestion through the tunnel. "The Corporation of Delta estimates the cost of the George Massey Tunnel's road congestion was \$66 million in 2008. By 2041, the congestion could cost our economy an estimated \$100 million." (annually)

87 X The draft limit for ships passing over the top of the tunnel currently is less than 12 metres. With the increasing draft of ships that would use the river for navigation, and in particular the deepening of the Panama Canal now projected to be completed in 2015, ships with drafts of over 18 metres could potentially need to serve terminals upstream of the tunnel.

144 X The draft limit for ships passing over the top of the tunnel currently is less than 12 metres. With the increasing draft of ships that would use the river for navigation, and in particular the deepening of the Panama Canal now projected to be completed in 2015, ships with drafts of over 18 metres could potentially need to serve terminals upstream of the tunnel.

Any deepening of the shipping channel and its ongoing dredging to the new depth would require a business case justification with respect to that depth and corresponding cost, taking into account the shipping volumes and vessels to be involved.

A large majority of dredging required is in the first few kilometres of the river upstream from its mouth at the Sand Heads, i.e. is downstream from the location of the Massey Tunnel.

"--- The George Massey Tunnel poses a significant seismic risk. Designed at a time before earthquake resistance was well understood, the tunnel is vulnerable to even moderate earthquakes." Research has shown that large earthquakes have occurred and will again occur in Southwestern British Columbia.

"The loss of the George Massey Tunnel would throw Lower Mainland traffic into chaos ---" for many years.

"--- the Corporation of Delta identifies the George Massey Tunnel as one of the worst areas for traffic accidents on Highway 99."

It is obvious that replacement of the tunnel is an urgent priority. The British Columbia Ministry of Transportation and Infrastructure has undertaken a planning process that led to a decision to proceed with a replacement.¹⁷⁵

¹⁷⁴ The quotations in this section referring to subjects prior to the decision to replace the tunnel with a bridge are extracted from a letter to Minister Mary Polak, Minister of Transportation and Infrastructure, Province of British Columbia, from The Vancouver Board of Trade, dated January 25, 2013. <http://www.boardoftrade.com/documents/George%20Massey%20Tunnel%20letter.pdf>, Accessed August 28, 2013.

¹⁷⁵ George Massey Tunnel Replacement Project, Ministry of Transportation and Infrastructure, <http://engage.gov.bc.ca/masseytunnel/>, Accessed August 28, 2013.

On September 20, 2013, Premier Christy Clark announced that the Massey Tunnel will be replaced with a new bridge on the existing Highway 99 corridor.¹⁷⁶ Construction of the new bridge is to begin in 2017. In the interim, engineering and technical work will proceed on the project, with development of a more detailed project scope and business case for the bridge and associated improvements in the Highway 99 corridor. The results are to be released for public discussion in the spring of 2014.¹⁷⁷

The project is subject to environmental review.¹⁷⁸ *or Port Metro Vancouver ??*

XXX As noted above, with the deepening of the Panama Canal now projected for 2015, ships with drafts of over 18 metres could potentially need to serve terminals upstream of the tunnel.

XXX However, there could be problems with the length of these ships interfering with their ability to turn around in the river. The present maximum length of a ship that can turn around in the South (main) Arm of the river in relation to the shipping channel is approximately 300 metres.¹⁷⁹

After the George Massey Tunnel is removed, the size of vessels navigating the South Arm will be determined by the width of the navigation channel. The dredged width and depth of that channel will determine the vessel limitations up to a maximum length of approximately 300 metres. While removing the tunnel will allow the passage of vessels with drafts greater than the current limit of 11.5 metres, the anticipated economic impacts will need to justify the extent of any future dredging to accommodate increased vessel sizes.¹⁸⁰ *super tankers and oil port.*

The major volume and cost of dredging to meet this challenge as noted earlier in this report would be the shipping channel between the tunnel and the Sand Heads where the channel ends and deeper water of the Strait of Georgia begins. *but depth would be 18 metres all the way to FSD.*

Why not a two track tunnel with HRT ??

4.3.4 South Fraser Perimeter Road – Highway 17

“Approximately 40 km long, South Fraser Perimeter Road (SFPR) is a new four-lane expressway along the south side of the Fraser River” and across the area of Delta from highway 99 to near the BC Ferries terminal and Roberts Bank deep sea shipping terminal.¹⁸¹

Completed in late 2013 at a cost of \$1.25 billion, the SFPR “— is part of Highway 17 in Metro Vancouver, which connects the Tsawwassen Ferry Terminal in southwest Delta to 176 Street (Highway 15) in North

¹⁷⁶ B.C. moves forward with bridge to replace Massey Tunnel, news release, Office of the Premier, September 20, 2013. <http://www.newsroom.gov.bc.ca/2013/09/bc-moves-forward-with-bridge-to-replace-massey-tunnel.html>.

Accessed September 20, 2013.

¹⁷⁷ B.C. moves forward with bridge to replace Massey Tunnel.

¹⁷⁸ George Massey Tunnel Replacement Project.

¹⁷⁹ Information provided by Port Metro Vancouver.

¹⁸⁰ Information provided by Port Metro Vancouver.

¹⁸¹ South Fraser Perimeter Road (Highway 17), Fraser Transportation Group. <http://www.sfprhighway17.ca/>

George Massey Tunnel Replacement Project Review

By Douglas George Massey son of the late George Massey after whom the tunnel was named. August 24, 2015

Recognizing that the Provincial Government is determined to replace the George Massey Tunnel with a high level bridge in the Fraser River Delta, I would like to provide the public with a few facts that I researched from publications over the life span of the tunnel.

Why was a tunnel built instead of a bridge in the first place?

Schedule 2 to the Minutes of the General Purposes Committee meeting of Richmond City Council held on Monday, January 18, 2016.

They are as follows:

A tunnel was chosen because of the geology of the lower Fraser River delta.

The lower Fraser River Delta comprised of Richmond, Sea Island, Delta, Queensborough, Pitt Meadows, South Surrey and Vancouver, started to form about 10,000 years ago, just after the Ice Age when the upper Fraser River Basin consisting of 234,000 km² (57,822,658 acres) or (90 square miles) was covered in ice. The sea was as far inland as Pitt Lake and extended 15-23 km (9-14 miles) westward into the Gulf of Georgia. When the ice melted off the upper Fraser basin, the materials of sand, gravel and clay flowed into the Gulf of Georgia at the rate of 3400 cm³/S (120,069 cubic feet per second) creating some 1000 km² (247,105 acres) of delta, with depth of anywhere from 500 m (1500 feet) to 1000 m (3000 feet), above bedrock.

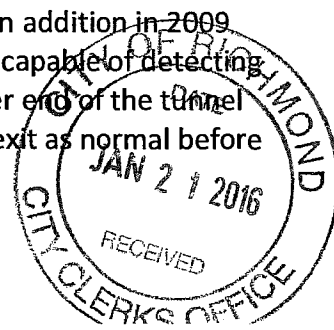
Bogs and marshland were formed. The materials within them were rich in nutrients and energy, supporting the greatest salmon bearing river in the world and largest population of wintering wildfowl. Dikes were built to contain the materials, creating the most productive agricultural lands in Canada, doing this took up about 80 % of the Fraser delta, leaving only 20% to support the ecosystem of the Lower Fraser River. According to a Sediment Management in Lower Fraser River document of March 30, 2010, the natural flow of sediments down the Fraser River must be maintained in order to support that ecosystem and any premature removal of these materials whether it is sand or gravel must be continuously monitored to insure the survival of that ecosystem.

The George Massey Tunnel was designed and built by Christiani & Nielson Corporation from Denmark, the same people who built the Maas tunnel in Rotterdam, Netherlands 1937-1942. The difference was that the Maas tunnel had a tube for bicycles and pedestrians whereas our tunnel did not even though it was proposed in 1947.

George Massey Tunnel was completed in 1959 at a cost of \$16,600,000 which is just over \$35 million in today's dollars. The George Massey tunnel was built on 600 meters (1969 ft.) of sediment (sand) on top of bedrock as there was insufficient footing for a high level bridge.

Building the Maas River Tunnel proved to be more attractive financially than a bridge because the cost of building a bridge high enough would be prohibitive in order to avoid hindering the passage of ships to and from the largest port in Europe, Rotterdam. Port Metro Vancouver is calling for a 65 meter (213 feet) high bridge instead of the design proposed of 57 meters (187 feet).

In 2006 seismic upgrading of the George Massey Tunnel was completed at a cost of \$20 million dollars. It consisted of making the 6 tunnel sections into one steel reinforced tube, attached to the ventilating towers on either side of the Fraser River. This would insure that the tunnel would not collapse if the underlying layer of sand was to liquefy. The pumping and emergency power systems were upgraded as well. In addition in 2009 an early warning system called "Shake Alarm" was installed on the George Massey Tunnel capable of detecting earthquakes with seconds to minutes of warning time, designed to close the gates at either end of the tunnel so that no one can enter if a dangerous quake was inbound, and those already inside can exit as normal before any shaking or movement begins.



Further improvements costing another \$17 million were scheduled for the George Massey Tunnel that would have improved the seismic protection around the approaches and the replacement of the ventilating equipment, but were cancelled when the government announced a new bridge crossing. A bridge that was to be 57 meters (187 feet) high, built on footings on top of 600 meters (1969 feet) of sand over bedrock, right near the present tunnel. One would have to ask how much safer this would be for a bridge, when studies showed that liquefaction would remove the sand from under the tunnel leaving it with no support despite being seismically upgraded.

The Alex Fraser Bridge is anchored on bedrock on one side of the Fraser River and supported on sand on the other side, leaving it also vulnerable to seismic liquefaction. In 1959 a Fraser Delta Geology: Hazard Assessment study by the provincial government stated that seismic upgrading was needed for all construction in the Fraser Delta, even the highways leading to our river crossings would be subject to seismic movement. To date there is no direct measurement of seismic vulnerability of the Fraser delta from strong motion recording.

The George Massey Tunnel was built below the Fraser River bottom and has at low water 33 feet (10m) over 1400 feet on either side of middle of channel and 42 feet (12.8 meters) over 700 feet over the middle of channel. At the time it was built it was deeper than all navigable river channels in the world.

Dredging of the Lower Fraser River to 11.5 meters with a minimum 2 hour window year round currently costs Port Metro Vancouver \$15 million a year; they recoup only \$10 million by selling the sand to cement makers and road builders. To deepen the Lower Fraser River to the 13.5 meters (44 feet) proposed by provincial government was estimated as a onetime cost of \$175 million, which does not include the increased costs to maintain this depth. The provincial government did not mention the cost of removing the George Massey Tunnel or the lowering of any existing utility crossings. Nor was there any mention of the reinforcing of the dikes of Richmond and Delta.

In 2007, the provincial government (Pacific Gateway Strategy Action Plan) advocated the removal of the George Massey Tunnel and to deepen the Lower Fraser River channel to 13.5 meters (44 feet) so they can create a deep sea shipping channel and make the Lower Fraser River into a deep sea port facility right up to and beyond New Westminster. In order to recoup the costs of dredging to maintain the deeper channel, they proposed to reclaim marshland around the present islands in the Fraser and build more islands at the mouth of the Fraser for industrial purposes. All this despite the fact that Port metro Vancouver says that the George Massey Tunnel presently does not protrude above the Fraser River bed and the Steveston cut is more of a problem and the cost of removing the tunnel, lowering existing utilities and deepening the river would be extensive and potentially cost prohibitive.

In a report called "Sediment Management in Lower Fraser River on March 20, 2010" stated "Sediment removal that is not properly planned and/or executed can have immediate and serious adverse effects on fish population" and there should be a long term management programme initiated before additional sediment is removed by gravel or sand dredging.

The grade through the George Massey Tunnel is only 1:30 while the grade on the new bridge at 57 meters (187 feet) high is 5:0. The lower grade of a tunnel rather than a bridge would result in less fuel consumption for commuters. BC Hydro has recently announced that it is already seeking a new river crossing for the present transmission line that runs through the George Massey Tunnel and supplies power to Richmond, Delta and other parts of Greater Vancouver. This will result in greater expense to taxpayers.

The George Massey Tunnel built in 1959 has many years of life left regardless of what the Provincial government wants us to believe. In 2006 the provincial government spent \$20 million for seismic upgrades, and installed a seismic “shakeproof” early warning seismic system, and planned to spend another \$20 million for further upgrades to the ventilation and seismic upgrading around the approaches. In comparison, the Maas tunnel that was built in 1937-42 using the similar construction materials and methods of construction will be spending millions of dollars on a large scale renovation that will start in 2017 and conclude in 2019 to meet modern tunnel standards.

One would think that if the Dutch are willing to spend millions to renovate their 75 year old tunnel that the additional upgrades proposed the George Massey Tunnel being only 55years old, could still be upgraded and last for many more useful years and retain and maintain a close tie with the business and residential core of Richmond.

In conclusion, my point being that it would seem that building another modern tunnel near the present one, would be faster and safer to build. All parts could be built and purchased locally, have minimal disruption to the Fraser River and a greater resistance to seismic activity, than a high level bridge.

Further Richmond Council have stated that they would like to keep the tunnel and use it for another purpose, and they were opposed to any dredging to make the river deeper because of the ramifications it would have on the Fraser River’s ecosystem that supports the fish and wildfowl of the Fraser River, agricultural land and create the need for extensive dike reconstruction.

It is ironic that this and previous Richmond Councils were also the strongest supporters when my father George Massey was advocating a new crossing to the extent they installed a monument on their side of the tunnel recognizing George Massey’s achievement.

My reference sources are as follows:

1. Proposed Crossing of the Fraser River at Ladner, B.C. by Christiani & Nielsen Corporation, April 10, 1947.
2. Sustainable Dredging Program of the Lower Fraser River, Aug. 7, 2007.
3. Fraser River Dredging (Fraser Port Authority) Aug. 7, 2007#4. Fraser Delta Geology Hazard Assessment Nov. 1995
4. Sediment Management in Lower Fraser River, March 20, 2010
5. Sedimentary environments post glacial history of Fraser Delta, March 18, 1983
6. Journal of Commerce Sept 7, 2009 article British Columbia’s Massey Tunnel was a cutting-edge endeavor.
7. Vancouver Sun article May 22, 2025 Port Metro wants Massey bridge higher to allow biggest LNG tankers: documents.
8. Article T&T North America march 2006: Seismic upgrade for Massey Tunnel
9. Delta Geology: Hazard Assessment November 1995 in the BC Professional Engineer.
10. Article George Massey Tunnel by Buckland & Taylor February 2015.
11. Letter from Port Metro Vancouver July 2015.
12. Article on Shakealarm June 2015 from Wikipedia.
13. Articles Maas tunnel; Rotterdam Wikipedia March 10, 2011
14. Sedimentary environments and postglacial history of the Fraser Delta and the lower Fraser Valley, March 18, 1983.
15. Article by Kenaidan Contracting Ltd. Re: Seismic upgrade George Massey Tunnel.
16. Massey Tunnel Project article April 16, 2013 by Richmond Garden City Conservation.
17. Sediment Management in Lower Fraser River March 30, 2010.
18. Articles on construction, maintenance and replacement George Massey Tunnel June 9, 2015 WIKI 2- Wikipedia Republished.
19. Vancouver Port Authority, Roberts Bank Container Expansion Coastal Geomorphology Study-Appendix C November 2004.
20. Article Business Vancouver April 21, 2014. Plan for deeper dredging in Fraser River could have high environmental price.
21. Request for proposal Fraser River annual maintenance dredging, August 18, 2010
22. Article Richmond Review Aug. 13, 2015 Province keeps Richmond in dark

The Vision to Build the George Massey Tunnel & the Road to its Removal: By: Douglas George Massey Jan 1. 2016. Page 1

The intention of this document is to show the intent from day one that any crossing of the Lower Fraser River, from the Gulf of Georgia to New Westminster, shall not and will not be granted approval unless it meets the approval of the present and future needs of Harbour Boards and industry, never mind the needs of the people, their environment, or the sustainability of the Lower Fraser River for fish and wildfowl.

The first person to meet that challenge was (Nehemiah) George Massey, who was born in Ireland in 1903 and had travelled the world on sailing ships before landing in Canada in 1923. Worked his way across Canada to Regina, Sask., where he established a business called Massey's Garage, married Doris Holtham and had two children, Doreen (Kushnir) and me Douglas George Massey. In 1936 he sold his business packed up the family and moved to Ladner. On the trip across the Ladner Ferry from Richmond he was known to say "what a wonderful place for a tunnel crossing". That same year he bought the original Ladner ferry landing property, at the foot of Delta St. on Chisholm St., and started his own business called Massey's Machine Shop and expanded from there.

(Nehemiah) George Massey continued to advocate for the replacement of the Ladner Ferry and one day John Guichon a local Councillor gave him a magazine from the Netherlands that described the Mass River Tunnel that had been built in the Netherlands, in 1942, on similar topography of the Lower Fraser River. From there he proceeded to sell the idea of a tunnel to neighbouring municipalities and the Provincial government, until it was built and opened for traffic in 1959.

From the time the George Massey Tunnel was proposed by George Massey the government appointed New Westminster Harbour Board of 1913 (Renamed the Fraser River Harbour Commission in 1965) and their leaseholders with shipping facilities have opposed the idea of a tunnel, as they felt it would obstruct shipping and prevent them from expanding to handle larger and deeper ships. None of this happened, as the tunnel was built below the existing depth of the Fraser River and did not impede shipping or docking at facilities upriver from the tunnel.

Before and after the tunnel was built and in order for the Lower Fraser River to remain navigable for ships, dredging had to be maintained at 12.5m depth at low water with a 2 hour window in order for loaded ships to clear the river bed of the Fraser River at high tide: This, has led to dredging costs for 2014, of \$15 million annually, of which only \$10 million is recovered from the sale of sand. The remaining costs were charged as a dockage fee, to those with docking facilities on the Lower Fraser River by Port Metro Vancouver, who had taken over all local Harbour Commissions on the Lower Fraser River in 2008.

Port Metro Vancouver, Vice President Duncan Wilson, was quoted in a letter to the editor of Richmond Review on July of 2015, "The depth of the river is also a limitation. While the removal of the tunnel may create greater depth at that point in the river, the amount of dredging required on either side of the former tunnel would be extensive and potentially cost prohibitive." End quote.

The facts are: That In order for the proposed 14.5m depth to be achieved and maintained, the George Massey Tunnel would have to be removed along with GVWD 30" water main (costs yet to be determined) along with a one- time dredging cost of \$200 million, and an estimated annual dredging costs of \$30 million. There would be other costs, before any dredging to deepen the Lower Fraser River could take place:(1) The cost of a full hydrological study that would have to be undertaken, to determine what effects this would have on the sustainability of its ecosystem to support fish and wildlife. (2) The affects it would have on the existing dikes and the costs to rebuild them if necessary. (3) Determining if the deepening would result in the salinity advancing too far up river and affecting the ability of the farmers to use the water for irrigation.

Starting In March of 2005 an Action Plan to have the Lower Fraser dredged deeper, called the B.C. Ports Strategy, followed by Pacific Gateway Strategy Action Plan of April 2006 was initiated. This included, both senior level of government's Department of Transport, Municipalities, all the Port Authorities, Terminals, Railways, Trucking, that were involved in the movement of bulk goods. Under this plan they discussed the proposed Terminal 2 and the Fraser Surrey Docks. The Pacific Gateway Strategy Action Plan stated that unless "additional investments for capital dredging to increase the depth of the river to allow more of the larger ships to be accommodated" the feasibility of any expansions of terminals above the tunnel would be in jeopardy.

They went on to say “Absolute constraints to increasing this channel depth exist because of the Massey Tunnel”. The strategy to increase the depth of the Lower Fraser River would not be possible until a new crossing was built to replace the George Massey Tunnel.

Further on Feb.2, 2012, the B.C. Governments Department of Transportation met with Port Metro Vancouver, Surrey Fraser Docks, and Bridge Engineers, and Tran:Ex (A leading logistics company in the delivering of goods), to plan a strategy for the removal of the George Massey Tunnel and through Freedom of Information I was able to obtain copies of memos and e-mails to prove it.

On Nov. 19, 2012 they discussed the need to consider future new terminals. For example, liquid bulk tankers with large air draft requirements (e.g. LNG) and the expansion of the Auto Terminal, the VAFFC, Leigh and Richmond Properties, should also be considered.

Port Metro Vancouver was asked their opinion regarding what depth and heights they would require for larger ships to navigate to the industry and the docks above the tunnel, if a new crossing were to be built to replace the George Massey Tunnel.

In a memo on Dec. 4, 2012, they said “ the depth should be 15.5m over 50 years and 18.5 over a 100 year old period”, well beyond the initial proposal of 14.5 metres. In order to meet Port Metro’s standards, it would require the removal of the George Massey Tunnel, the lowering of Greater Vancouver Water District 30” water main (costs yet to be determined) and one time dredging cost of \$200 million and an annual dredging cost yet to be determined.

As far as a suggested bridge air draft (the clearance for a ship between the water line and the bridge deck), Port Metro requested it be at least 65 metres (213 feet) high rather than the proposed 57 metres (187 feet) proposed so as to allow for the biggest LNG tankers that could turn in the river.

This increased height to 65 (213 feet) requested by Port Metro Vancouver, would have no doubt, increase the \$3.5 billion dollar cost of the bridge and affect its stability, requiring, adjustments to the design, as it only built on sand, and subject to seismic movement and liquefaction, and to reach bedrock, for more stability, they would have to go down some 600 metres (1969 feet) No mention as to who would pay for the extra costs. That is why a tunnel was chosen instead of a bridge in the first place. Was there ever a request for a bid on building another tunnel instead of bridge? If so, by whom and when?

A question needs to be asked as to why would you encourage the establishment of an LNG storage terminal and shipping lane just upriver from the proposed new bridge crossing, when the Society of International Gas Tanker and Terminal Operators (SIGTTO) recommend avoiding construction of terminals on narrow inshore routes, near population centres and to stay clear of other marine traffic and to avoid the possibility of an explosion from an accident or a terrorist act at the LNG terminal or carriers during transportation under the bridge. (One LNG ship if exploded is equivalent to a small atomic bomb).

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On March 21, 2013 a letter was written to the Executive Project Director of the George Massey Tunnel Replacement Project., by the Pacific Corridor Enterprise Council (the voice of cross-border business's in the Pacific Corridors since 1989, and another letter by Port Metro Vancouver on April 26, 2013 and on March 28, 2013 and April 26, 2013 all supporting the removal of the George Massey Tunnel and the deepening of the Fraser River.

Why are we still talking about the removal of the George Massey Tunnel and the dredging of the river when the costs to do so are extensive and prohibitive?

The only way the costs of deepening the Fraser River would not be a charge against present or future leaseholders with docking facilities on the Lower Fraser River, would be if Port metro Vancouver and their leaseholders were to lobby the Federal Government's Department of Transportation and Environment and ask them to absorb the excessive costs, by using taxpayer dollars to subsidize them. This is exactly what Fraser Surrey Docks a shipping terminal on the upper Fraser River and the Surrey Board of Trade did in 2014 when they went to Ottawa to try and get them provide the funding to offset the present and future costs of dredging. They were not successful at that time.

This would also have been a subsidy that would allow Surrey Fraser Docks, to load ships with U.S.A coal from Wyoming through the Fraser River Estuary.

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As a result of this heavy lobbying from industry and with little or no input from Trans link of Greater Vancouver, or the public, Premier Christy Clark on September 21, 2013 announced the Replacement of the George Massey Tunnel and the construction of a high level bridge that would improve the access to industrial properties on the Lower Fraser River.

On Oct. 13, 2013 I wrote a letter to the George Massey Tunnel Replacement Project with some 14 questions to which were similar to the concerns and some of the questions that I have mentioned in this document.

Starting on Dec. 10, 2013 to Feb. 26, 2014 I received some e-mails, from different directors and consultants, representing the George Massey Tunnel Replacement Project, Port Metro Vancouver and the B.C. Government. They had discussed my questions in January of 2013 to determine how and who should answer my 14 questions (attached).

In one e-mail from Tran:Ex they said the George Massey Tunnel would be decommissioned and removed, restoring the riverbed to its original condition. It so happens, the river bed never changed once the tunnel was installed and was never an impediment for the shipping that was taking place at the time it was built.

The George Massey Tunnel would only be an impediment if and when Port Metro Vancouver and their Associates were given permission to dredge the Lower Fraser River deeper to 14.5 metres now and deeper in the future as the need arose, in their opinion.

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All during these discussions there has been little to no discussion about the need for a new river crossing to alleviate the congestion for people and their vehicles. The, emphasis of all previous and present discussions has been on the moving of bulk cargo.

Any new crossing of the Lower Fraser River should be to improve the movement of people and not just to make it possible for the complete industrialization and dredging of the Lower Fraser River, at the expense of the river's ecosystem, that is so vital for its sustainability and ability to preserve its fish and wetlands that are so significant to the survival of the wildfowl and mankind.

Prepared by: Douglas George Massey, 875 Eden Crescent, Delta, B .C.

y

Attachment of Questions submitted to The George Massey Tunnel Replacement Project on Oct. 13, 2013, by Douglas George Massey

To whom it May concern: the following are questions that need to be answered before they require the George Massey Tunnel to be removed, then the Fraser River to be dredged to accommodate the largest sea-going ships to dock at the Fraser Surrey Docks, or any Fraser River destination, are as follows:

- (1) Why is there not a full Cost Benefit Analysis required, along with a full Environmental Impact Assessment, on the affects this would have on the Fraser River Estuary and its ability to remain a Wetland of International Significance for wildfowl and fish ?
- (2) What are the projected costs of removing the George Massey Tunnel and who would be paying for it?
- (3) What would the cost of deepening the Fraser River to the depth required for the deepest sea-going ships projects to dock on the Fraser above the George Massey Tunnel ?
- (4) What are the annual dredging costs presently required to accommodate ships above the George Massey Tunnel?
- (5) What did it cost to install the training walls that were part of the Trifurcation Project to direct as much of the flow of the Fraser River down the shipping lanes to reduce the amount of dredging required?
- (6) What will be the additional costs to maintain the deeper channel proposed and who will pay for it?

(7) Will dredging still be subject to the Department of Fishery Dredging Guidelines, that prohibit, dredging, during salmon migration?

(8) What affects will this have on the wetland so important to the Pacific Flyway and the ecosystem so important to the migration of salmon?

(9) What affects will this have of the flow of water and silting of the other branches of the Fraser River?

(10) What affects will this have on the stability of the dikes protecting both Richmond and Delta and who will pay for any additional works required to reinforce them?

(11) How much more will it cost to elevate the proposed bridge to accommodate the larger ships proposed? And who will pay for this?

(12) Whatever the cost why are we using tax payers money to accommodate a private company like the Fraser Surrey Docks?

(13) Why are we proposing to deepen the Fraser River when Port Metro Vancouver is spending 2 billion dollars of tax-payers money to build the Roberts Bank Terminal 2 Container Project?

(14) Is the only reason for deepening the Fraser River to accommodate coal oil bearing ships to the Fraser Surrey Docks?

Answers to the above questions must be given with justification and proof that deepening the Fraser River is both economical and environmentally sound. Build a new bridge, but build it to accommodate people and rapid transit, not the Fraser Surrey Docks.

Douglas Massey

From: "Douglas Massey" <doumas@telus.net>
Date: January-13-16 12:32 PM
To: "Harold Steves" <haroldsteves@yahoo.com>; "Peter Vandervelden" <vandervelden.peter@gmail.com>; "Vicki Huntington" <bernadette.kudzin@leg.bc.ca>; "Otto Langer" <OttoLanger@telus.net>; "Carla Qualtrough" <carla@carlaq.ca>
Attach: Christiani & Nielsen Tunnel.docx
Subject: Fw: your email

Dear friend: This was in reply to an e-mail I sent on Jan. 12, 2016, copy attached. In reply, I corrected them on their reference to the District of Columbia. Though you find this of some interest.

From: [Zijlstra, Rene](#)
Sent: Wednesday, January 13, 2016 2:34 AM
To: doumas@telus.net
Cc: [Wit, de, Hans](#)
Subject: your email

Dear Mr. Massey,

Thanks for your email. We will respond to your request shortly.

We have visited the District of Columbia DOT in 2014 and made a presentation to them on immersed tunnels in general and the suitability of this technology for the George Massey tunnel replacement project in particular. At the time they seemed to be willing considering this alternative, while apparently we had sparked some ideas about benefits this technology could bring as compared to a bridge solution. We have not heard from them since and later found out about their apparent decision for a bridge solution.

I hope to be able to give you a more thorough response later this week.

Kind regards, RenÃ©

Ir. RenÃ© Zijlstra
 Director Business Development
 TEC Tunnel Engineering Consultants
www.tec-tunnel.com

Visiting address: Laan 1914 no 35, 3818 EX Amersfoort; The Netherlands
 Mail address: P.O.Box 28013, 3828 ZG Amersfoort; The Netherlands
 Tel: +31 (0)24 3284674; Mob: +31 (0)6 53738707;
 email: r.zijlstra@tec-tunnel.com



Please consider the environment before printing this email.

into @realhearings.org

Douglas Massey

From: "Douglas Massey" <doumas@telus.net>
Date: January-12-16 10:25 AM
To: <info@TEC-tunnel.com>
Attach: George Massey Tunnel Replacement Aug 28.docx
Subject: George Massey Tunnel Brief

Dear Sir or Madame.

Sorry I forgot to attach the brief I referred to in my e-mail to you yesterday.
Hope you find it of some interest.

Best regards: Douglas George Massey, 875 Eden Crescent, Delta, B.C. Canada
V4L1W6

Tunnel Engineering Consultants

P.O. Box 28013

3828 ZG Amerfoort

The Netherlands

Jan 12, 2016

Dear Sir or Madame:

My name is Douglas George Massey the son of the late George Massey after whom the George Massey Tunnel was named. A tunnel that was built across the Fraser River from Richmond to Delta, in 1959, fifty six years ago,

In case you did not know the Province of British Columbia is planning to build a \$3.5 billion dollar ten lane high level bridge and remove the George Massey Tunnel, as they consider it nearing its life time and an obstacle to shipping. They want to remove the tunnel so they can deepen the Fraser River to accommodate deeper ships, despite the fact that they just spent \$20 million dollars in seismic upgrading to the main tunnel in 2006 and planned a further seismic upgrade to the approaches costing a further \$17 million dollars, which they abandoned when they suddenly announced they were going to build a bridge.

I am enclosing a brief that I assembled opposing the removal of the George Massey Tunnel that outlines the geological conditions and seismic liquefaction factors that resulted in the tunnel being built in the first place.

The Province of British Columbia did not price out the alternative costs of a modern tunnel across the Fraser River that would consider transit, motor vehicles pedestrians and cyclists that would meet the needs of the Greater Vancouver area for years to come.

Would you consider looking at whether the present George Massey Tunnel still has a life and whether another modern tunnel could be built in the same general area that would meet the future needs in the area?

Sincerely: Douglas George Massey, 875 Eden Crescent, Delta, B.C. Canada
V4L1W6 Phone # (604) 943 2954

PHOTOCOPIED



City of
Richmond

As
& DISTRIBUTED

JAN 18 2016

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

Re: Jan 18 GP Item 4

Memorandum

Finance and Corporate Services Division

To: Mayor and Councillors

Date: January 18, 2016

From: Neonila Lilova
Manager, Economic Development

File: Schedule 3 to the Minutes of the
General Purposes Committee
meeting of Richmond City Council
held on Monday, January 18,
2016.

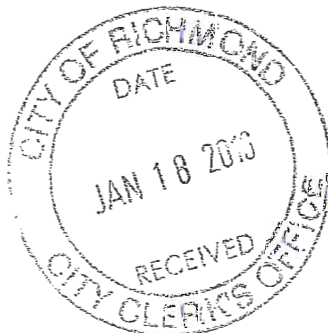
Re: Council Policy 3710 Amendments – Redlined Version

The staff report titled "Richmond Sport Hosting Program Amendments", to be considered at the Open General Purposes Committee on January 18, 2016, contains proposed amendments to Council Policy 3710 – Sport Hosting Incentive Grant. The staff report includes the amended and original Council Policy 3710 as Attachments 1 and 2, respectively. Enclosed to this memorandum is the redlined version of Council Policy 3710, highlighting the changes from the original to the proposed policy. The staff report contains further details on the proposed changes.

Please contact the undersigned should you require additional information.

Neonila Lilova
Manager, Economic Development

pc: Senior Management Team
Tanya Foley, Manager, Sport Hosting





It is Council policy that

1. The City of Richmond supports the enhancement of a positive quality of life for all its residents, and the Council recognizes that one method of helping to achieve that goal is through an annual sport hosting incentive grant program.
2. The City of Richmond Sport Hosting Task Force has the responsibility to award Sport Hosting Incentive Grants to successful applicants and the program will be administered by the City of Richmond.
3. The incentive grant program is open to eligible groups ~~on a first come, first serve basis until the funding is exhausted annually through an online application process following an annually defined intake schedule. Each organization will be eligible to receive a maximum of two grants or \$7,000 total per year. and a~~Any approved application will have the option to receive 50% up front funding (pre event) and 50% post event and upon submission of accountability paperwork.
4. Applicants from the Richmond Olympic Oval Corporation, Richmond Community Associations, Societies, Richmond School District No. 38 Athletics Association, Richmond non-profit organizations and non-profit sport organizations or associations are eligible to apply for a Sport Hosting Incentive Grant. Applicants from other organizations may also apply but best efforts must be made to obtain a letter of support from a Richmond based organization.
5. All applications must include a business plan outlining:
 - event's objectives
 - high level action plan and timelines
 - organizational structure
 - budget – including indication of items grant would be applied to
 - indication of how any budget surplus would be used
 - cultural component(s) of event
 - indication of sustainable event practices planned
6. ~~The grant process incorporates 23 tiered application eligibility based on expected economic impact from room nights which will determine the minimum and maximum amounts that could be allocated. All applications will be evaluated by the Sport Hosting Task Force against five criteria to determine the final allocation:~~
 - a) Number of hotel room nights
 - b) Scale of Event (e.g. Provincial, National, International)
 - c) Ability to leave a legacy in Richmond
 - d) Potential to generate measurable economic impact and tourism benefits
 - e) Opportunity for continuation of this event or hosting potential for future new events. ∴

~~groups seeking less than \$1000.00 and groups seeking over \$1000.0~~

9.



~~Groups seeking less than \$1000 have the following criteria to meet:~~

- ~~• utilize facilities and venues within the City of Richmond.~~
- ~~• stay a minimum of 20 hotel room nights in Richmond.~~
- ~~• compliance with City policies and procedures.~~

~~Groups seeking finding over \$1000 have the following criteria to meet:~~

- ~~• utilize facilities and venues within the City of Richmond.~~
- ~~• stay a minimum of 20 hotel room nights in Richmond.~~
- ~~• outline how the support from the City of Richmond would be applied to the event.~~
- ~~• demonstrate the extent to which the event will encourage increased participation in sport and provide direct or indirect sport development opportunities to the City of Richmond's sport stakeholders.~~
- ~~• demonstrate the social and economic benefits of the event including but not limited to the size of the audience, media coverage, volunteerism and any potential legacy for the community (i.e. equipment, infrastructure).~~
- ~~• include a cultural component to the event.~~
- ~~• include a business plan outlining the sport event's objectives, action plan, volunteer and committee structure, participant breakdown, timelines, budget and if a surplus is generated through the event, identify how the surplus is to be used.~~
- ~~• be required to acknowledge the City's support in all of their information materials, including publications and programs related to the funded activities. If the logos of other funders are used in an acknowledgement, the City and Tourism Richmond should similarly be represented.~~
- ~~• compliance with City policies and procedures.~~

DEFINITIONS OF ELIGIBLE GRANT CATEGORIES:



Page 3 of 5	Adopted by Council: February 8, 2010 <u>Amended by Council:</u>	Policy 3710
File Ref: 03-1085-01	Sport Hosting Incentive Grant Policy	

All events must either be sanctioned by a recognized sport governing body or, in the case of an emerging sport that has not yet achieved official status, the sport must be one that has official rules/regulations and can provide evidence that the organizer is required to meet a level of standards that are being used in the event being funded.

1. **Provincial event** – ~~The event must be sanctioned by a LSO and/or PSO that~~ includes tournament/championship competition between teams/individuals from around the province of British Columbia.
2. **Western Canadian** – ~~The event must be sanctioned by a LSO and/or PSO that~~ includes tournament/championship competition between teams/individuals from the western provinces (BC, AB, SK, ~~& MB, YK, NT, NUNWT~~).
3. **National event** – ~~The event must be sanctioned by a LSO and/or PSO, NSO that~~ includes tournament/championship competition between teams/individuals from across Canada. To be eligible for this level of event when applying, one of the following conditions must be met:
 - at least 30% of the participating athletes must be from outside BC with a minimum of 4 provinces/territories, including BC, participating
 - at least 40% of the participating athletes must be from outside BC with a minimum of 3 provinces/territories, including BC, participating
 - at least 50% of the participating athletes must be from outside BC with a minimum of 2 provinces/territories, including BC, participating
4. **International event** – ~~The event must be sanctioned by a LSO and/or PSO, NSO, ISO that~~ includes tournament/championship competition between teams/individuals from around the world. To be eligible for this level of event when applying, one of the following conditions must be met:
 - at least 30% of the participating athletes must be from outside Canada with a minimum of 4 nations, including Canada, participating
 - at least 40% of the participating athletes must be from outside Canada with a minimum of 3 nations, including Canada, participating
 - at least 50% of the participating athletes must be from outside Canada with a minimum of 2 nations, including Canada, participating
3. **Invitational/Test event** – ~~The event must be sanctioned by a LSO and/or PSO, NSO, ISO that includes tournament/championship competition between a minimum of 10 participants from outside of Metro Vancouver.~~
- 4.5. **Conferences/Symposiums/Congresses & AGM's** – The meeting must be ~~sanctioned by a LSO and/or PSO, NSO, ISO. The meeting must be multiple days hosted/sanctioned by a recognized sport governing body, be held over more than one day~~ and host a minimum of 50 room nights on at least one night peak to be eligible. This would include topics such as sport system development, sport medicine, high performance training, sport legacy, sport hosting, coaching.
- 5.6. **Multiple year events** – must submit an application on an annual basis.



Page 4 of 5

Adopted by Council: February 8, 2010

Policy 3710

[Amended by Council:](#)

File Ref: 03-1085-01

Sport Hosting Incentive Grant Policy



EXCLUSIONS FROM ELIGIBILITY FOR SPORT HOSTING INCENTIVE GRANT:

- Funding for bids for provincial, national or international events are not eligible.
- Events with less than ~~20-50~~ room nights in Richmond are not eligible.
- Events hosted outside the City of Richmond are not eligible for consideration.
- Professional events hosted by for-profit organizations with the exception of the Richmond Olympic Oval Corporation will not be supported.
- Funding for recreational activities (i.e. golf weekend) are not eligible for consideration.
- Funding for jamborees, playoffs, and league games are not eligible for funding.
- Applications for events that have already been hosted retroactively are not eligible.

GRANTS REVIEW CONSIDERATIONS:

The Sport Hosting Task Force will review and award grant applications on an annual intake schedule ~~on a monthly basis~~ and ensure that successful grant applications have met the established criteria.

The City will ensure notification of awarded grants will occur to comply with Community Charter requirements.

If an application is denied, the applicant may appeal to Richmond City Council through the Parks Recreation and Cultural Services Committee.

All events must comply with City rules, policies, regulations and bylaws.



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** January 11, 2016
From: Serena Lusk **File:** 03-1085-01/2015-Vol
Senior Manager, Recreation and Sport Services 01
Re: 2016 Parks, Recreation and Community Events Grants

Staff Recommendation

That:

1. Parks, Recreation and Community Events Grants be allocated and cheques disbursed for a total of \$100,700 as identified in Attachment 1 of the staff report titled "2016 Parks, Recreation and Community Events Grants," dated January 11, 2016, from the Senior Manager, Recreation and Sport Services.
2. Steveston Community Society – Richmond Summer Projects be recommended for the second year of a three-year funding cycle based on Council's approval of the subsequent year of funding.

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

Att. 3

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

Staff Report

Origin

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

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.2. Effective social service networks.

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

In 2014, the City developed a social services strategy to guide the City's social services focus. The City Grant Policy 3712 and programs supports the implementation of the strategy.

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

Findings of Fact

2016 Parks, Recreation and Community Events Grants Budget

The 2016 Parks, Recreation and Community Events Grants budget is \$103,828. This includes a 2.3 per cent cost of living increase over the 2015 budget as per the City Grant Policy 3712.

Notice Given and Applications Received

Notices were placed on the City Page and the City website as of September 28, 2015 advising the community that applications were being accepted for 2016 City Grant Programs until November 20, 2015. A link to the City website was provided for further information and to access the system. This was the third year that the applications used a web-based system to facilitate a more efficient and effective process. A Grant Application User Guide and Parks, Recreation and Community Events (PRCE) Program Guidelines were also posted on the City website. Previous award applicants were also notified directly that the program was open for 2016 award submissions.

In the PRCE category, a total of 15 applications were received for a total request of \$210,974.22. A table outlining requests and recommended 2016 allocations is provided in Attachment 1. Summary sheets of grant applicants, generated from applicant information provided in the web-based system are found in Attachment 2, as well as staff recommendations and comments.

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

Late Applications

No applications were received after the November 20, 2015 deadline. The City Grant Policy indicates that late applications will not be accepted and the new online grants software system 'closes' the ability to apply after the deadline.

New Applications

There were five new applications in the Parks, Recreation and Community Events category.

Application Review Process

A PRCE Grant Review Committee consisting of five staff members from the Community Services Division reviewed the 2016 applications. The Committee developed a set of 17 criteria based on the 2016 Grant Program Guidelines to systematically score and evaluate each grant application. Each member of the Committee independently scored the applications, assigning a value from 1-10, where 1 was poor and 10 was excellent, on each of the criteria. The averages were taken to produce the final score for each application. Recommended funding allocations were determined by the Grant Review Committee rather than individual reviewers. Attachment 3 contains the criteria used to score applications.

Analysis

Parks, Recreation and Community Events Grant Application History from 2013 - 2015

Table 1: Number of applications, allocations and recommendations:

Previous Applications, Allocations (2013/14) and Recommendations (2015)*				
	2013	2014	2015	2016
Total number of applications	16	17	10	15
New applicants	1	1	0	5
Late applications	0	0	0	0
Grants denied (did not meet criteria)	2	2	0	2
Partial amount of request recommended	13	15	10	13
Full amount of request recommended	1	0	0	0
Minor request (\$5,000 or less)	9	7	4	4
Total amount requested	\$194,860	\$259,972	\$147,595	\$210,974.22
Total budget	\$98,519	\$100,489	\$101,494	\$103,828.00
Total PRCE allocated	\$98,500	\$100,250	\$99,750	\$100,700.00

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

Financial Impact

Thirteen out of fifteen applicants are recommended for partial funding. Principal reasons for partial funding are:

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

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

- Other funding partners have not been sought;
- Duplication of service;
- Uncommitted, substantial surplus;
- Fee-based (user pay) budget should be used;
- City provides other forms of support to the organization; and
- Quality, including completeness of the application.

The Grant Review Committee recommends that the Green Teams of Canada and the Richmond Minor Hockey Association not be awarded any grant money. The reason for not funding the Green Teams of Canada is due to duplication of service, as the City already has an invasive species plant removal program in place. Furthermore, this applicant scored low on its grant application. It is also recommended that the Richmond Minor Hockey Association not be awarded any grant money, as they have a large surplus and did not demonstrate a financial need.

The 2016 Parks, Recreation and Community Events Grants budget is \$103,828. A total of \$100,700 is recommended for disbursement (Attachment 1).

Based on the new Gaming Revenue Allocation Model, which has been introduced for 2016, allocation of gaming revenue for City grants has been increased to 15% which exceeds the amount required to support the current funding levels. As a result, a balance of \$548,669 remains. Staff will be bringing forward a report with recommendations for these remaining funds later in Q1.

Minor/Major Grant Requests

There are two streams of applications; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. If applying for a minor grant, the application requires fewer sections to be completed in addition to the required documentation and signatures. The full application form is required for major grants or multi-year funding cycle requests.

January 11, 2016

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

- East Richmond Community Association
- Gulf of Georgia Cannery Society
- Richmond Museum Society
- Sea Island Community Association

Multi-Year Funding Request

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

Two organizations, Steveston Community Society – Richmond Summer Projects and the Sea Island Community Association, applied for multi-year funding for 2016. Only the Steveston Community Society – Richmond Summer Projects meets the criteria of receiving multi-year funding.

It is recommended that Steveston Community Society – Richmond Summer Projects be approved for year two of a multi-year funding cycle.

Sea Island Community Association applied under the assumption that they had previously received multi-year funding. It will be conveyed to them that they were successful for one-time funding this year as well as previous years.

Conclusion

The Parks, Recreation and Community Events Grants Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. Staff recommends that 2016 Parks, Recreation and Community Events Grants be allocated as indicated in Attachment 1 for the benefit of Richmond residents.



Angela Rai
Corporate Support
(604-247-4922)

- Att. 1: Outline of Requests and Recommended 2016 Allocations
2: Grant Application Summary Sheets 2016
3: Grant Application Scoring Criteria

Outline of Requests and Recommended 2016 Allocations						
Applicant Name	2015 GRANT	2016 REQUEST	2016 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
East Richmond Community Association	\$ 500	\$ 1,500	\$ 750	Single Year	To support Summer Fun Nights. Partial funds recommended due to substantial surplus. Funding amount in line with other events of similar scope and size proposed in this grant cycle.	Page 1
Green Teams of Canada	N/A	\$ 6,000	\$ -	N/A	Grant not recommended. Proposed service duplicates work that the Parks and Environmental Sustainability already undertake.	Page 4
Gulf of Georgia Cannery Society	\$ 1,000	\$ 5,000	\$ 500	Single Year	To support the delivery of the Cannery's Farmer's Market (Winter Market) entertainment. Partial funds recommended due to substantial surplus.	Page 8
Kidsport - Richmond Chapter	\$ 16,500	\$ 20,000	\$ 17,000	Single Year	To support the funding of children, who would not otherwise be able to afford to participate in organized sports. Increase in funding recommended due to the increase in the proposed number of children to be supported.	Page 11
Richmond Agricultural and Industrial Society	\$ 11,000	\$ 17,647	\$ 7,150	Single Year	Funding to support security costs, supplies, and volunteer support for the Salmon Festival. Partial funding recommended because they receive substantial support from the City through other means.	Page 14
Richmond Chinese Community Society	N/A	\$ 10,900	\$ 1,800	Single Year	Funding for volunteer support for their various health- and wellness-related programs, as volunteer support is in line with the City's mandate. Partial funds recommended due to the quality of the grant application; the application was unclear as to how these programs differ from existing City-offered programs.	Page 17
Richmond City Centre Community Association	\$ 10,500	\$ 17,637	\$ 6,500	Single Year	Funding to support the delivery of the Asset Development program for at-risk children attending inner-city elementary schools.	Page 20
Richmond Fitness and Wellness Association	\$ 10,000	\$ 15,000	\$ 11,000	Single Year	Funding to support the coordination and volunteers for the Walk Richmond program.	Page 23
Richmond Minor Hockey Association	N/A	\$ 2,320	\$ -	N/A	Grant not recommended. Organization carries a large surplus and is not in need of grant support.	Page 26
Richmond Museum Society	\$ 1,500	\$ 5,000	\$ 1,500	Single Year	Funding to support the Doors Open Richmond event. Funding amount the same as the previous year. Partial funds recommended due to surplus.	Page 29
Richmond Nature Park	N/A	\$ 5,300	\$ 750	Single Year	To support the Halloween event, Wild Things. Funding amount in line with other events of similar scope and size. Partial funds recommended due to substantial surplus.	Page 33

Outline of Requests and Recommended 2016 Allocations						
Applicant Name	2015 GRANT	2016 REQUEST	2016 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
Sea Island Community Association	\$ 750	\$ 1,000	\$ 750	Single Year	To support the Burkeville Daze. Funding amount the same as the previous year and in line with other events of similar scope and size. Partial funds recommended due to surplus.	Page 36
Sharing Farm Society	\$ 16,000	\$ 30,000	\$ 18,000	Single Year	To support the Sharing Farm's ability to grow and provide fresh produce for low-income Richmond families. Increased funding recommended due to the Sharing Farm's expanded contribution to the community.	Page 38
Steveston Community Society - Richmond Summer Project	\$ 32,000	\$ 50,000	\$ 30,000	Multi Year - Year 2	Funding to support the Administrator position and additional support staff for the Summer Project 2016 (Roving Support Leaders program). Decreased funding recommended because many of the community associations/societies have substantial surpluses.	Page 41
WildResearch Society	N/A	\$ 23,670	\$ 5,000	Single Year	To support the funding of personnel, Bander in Charge. Grant amount matches funding provided by WildResearch Society.	Page 43
Totals	\$99,750	\$210,974	\$100,700			
Total Available		\$103,828	\$103,828			
Remaining		\$107,146	\$3,128			



Grant Application Summary for 2016 Parks, Recreation & Community Events Program

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

Society: East Richmond Community Association

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

Grant Request: \$1,500

Proposal Title: Summer Fun Nights 2016

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

Start Date (if applicable): July 26, 2016 **End Date (if applicable):** August 16, 2016

Number To Be Served: 1400

Richmond Residents: 1000

Grant Request Summary:

The East Richmond Community Association (ERCA) will invite the community to its sixth annual Summer Fun Nights series in the Summer of 2016. The event series will run for four consecutive Tuesday evenings: July 26, August 2, 9 and 16 (Outdoor Movie Night). At these events guests will have a relaxing and fun summer experience that includes family activities and games, program demonstrations, community booths, and participatory entertainment. One night is dedicated to showing a free outdoor movie. On this evening the community will come together to enjoy G-rated film under a twinkling canopy of stars. The Summer Fun Nights series is an entertaining and easy-going event series where community members can connect in an activity-filled outdoor environment. Our Summer Sun Nights series is an excellent example of the community celebrating the many people that make up this diverse neighbourhood. This event provides the community with the opportunity to learn more about their Community Centre and how they can become involved within their community. An affordable and inclusive event, it is attended by a broad cross-section of Richmond residents though the majority will be from East Richmond. It provides a fun, interactive, social and educational experience. Summer Fun Nights promotes partnerships with businesses in East Richmond and strengthens the partnership between ERCA and HJ Cambie Secondary, whose Recreation Leadership group regularly volunteer their time to organize and run the games and activities. These youth will build on their developmental assets through teamwork, constructive use of time, planning and decision making.

Richmond Services Received by Your Organization:

Subsidized space, heat and light, Community Centre staffing, maintenance on a percentage basis w/City of Richmond and Richmond School District. Estimated value \$756700.00

FINANCIAL INFORMATION

Your Society's Budget:

Parks, Recreation & Community Events 2016
East Richmond Community Association

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$910,559.14	\$999,194.70
Total Expenses:	\$897,792.36	\$962,220.53
Annual Surplus or (Deficit):	\$12,766.78	\$36,974.17
Accumulated Surplus or (Deficit):	\$115,452.00	\$154,426.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Program registration increased over what was projected.

Current Year:

A decrease in expenses with an increase in registration in some areas. With the surplus ERCA will continue offering programs to its community at low/no cost

Explanation for Accumulated Surplus or (Deficit):

For projects and community initiatives in progress

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$500.00	Parks, Rec and Community Events
2014	\$500.00	Parks, Rec and Community Events
2013	\$5,723.20	Child Care Capital

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$2,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$250.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,660.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	3850.00

Fees (SOCAN, Re:sound,insurance) = \$625

Parks, Recreation & Community Events 2016
East Richmond Community Association

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

Entertainment = \$400

Promotions = \$675 Movie = \$2150

TOTAL \$7,760.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name Church's Chicken **Amount** 3000

Funder 2 Name Volendam Automotive **Amount** 300

Funder 3 Name Richmond Funeral Home **Amount** 200

Amount Your Society will Provide: **\$2,760.00**

Total Proposed Budget: **\$7,760.00**

GRANT RECOMMENDATIONS

Recommended

Amount: \$750

Recommendation:

Single Year

To support Summer Fun Nights. Funding amount in line with other events of similar scope and size.

Staff Comments /

Conditions:

None



**Grant Application for 2016
Parks, Recreation & Community Events Program**

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

Society: Green Teams of Canada

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

Grant Request: \$6,000

Proposal Title: Strengthening Community Environmental Volunteer Stewardship in

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 100

Richmond Residents: 85

Grant Request Summary:

The Lower Mainland Green Team (LMGT), is a grassroots volunteer group, founded 5 years ago with a passion for the environment and a laptop. It was created to reconnect people directly to nature, raise awareness about environmental issues parks face, build an empowered community that works together and engage citizens in making a positive impact on ecosystems. The LMGT has grown to 2,600 volunteers, run over 230 activities, won a national award and 2 local awards. It inspired the creation of the charity Green Teams of Canada, which now oversees and directs the LMGT.

The LMGT will run a total of 5 habitat restoration activities (invasive plant removal, clean-up) between spring/summer 2016 and Fall 2016. Of the 5 activities, 3 with target engaging youth and at-risk youth (Station Stretch and Horizons). City of Richmond park staff will choose the parks we will work in. We expect to conduct work that will complement the City of Richmond Ecological Network Management strategy and Official Community plan objective 5 – fostering Environmental Stewardship. Our expectation is that we will engage 15-20 volunteers per activity (up to 40) for a total of 100 volunteers. Our objectives are for volunteers to:

- Learn in a hands-on way about environmental issues facing local parks
- Develop leadership skills and learn to work as a team giving them a sense of belonging
- Build self-esteem, feel empowered and grow in confidence
- Build practical stewardship/habitat restoration skills and explore working outdoors in parks as a career

- Spend time in nature appreciating it and thinking critically about environmental issues
- Engage in physical activity. More time in nature and less time inside in front of a screen leads to better physical and mental health
- Conserve and enhance habitat for flora and fauna and increase biodiversity

Only when people, particularly youth, care about nature and are educated about what they can to do to take care of it will they take action to protect

Richmond Services Received by Your Organization:

We expect to work closely with City of Richmond Park staff to ensure that we are implementing Richmond's Ecological Network Management Strategy (Aug 2015) and Official Community Plan (OCP). The invasive plants we remove will be picked up by City of Richmond Park Staff.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$145,605.53	\$42,532.29
Total Expenses:	\$129,106.64	\$21,620.95
Annual Surplus or (Deficit):	\$16,498.89	\$0.00
Accumulated Surplus or (Deficit):	\$16,498.89	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

August 1 2014- July 31 2015

Please note, our board will be approving a Review Engagement for the last fiscal year on Nov 24 2015. We can send our Review Engagement to you as soon as it's approved.

Current Year:

August 1 2015-July 31 2016.

Please note that some confirmed funders do not give the full amount immediately, they hold some of the funding back until closer to the end of the program. So there is some

revenue that is not in hand yet.

Explanation for Accumulated Surplus or (Deficit):

The surplus is deferred funding for the next fiscal year (Aug 1 2015- July 31 2016)

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$5,850.00
Consultant Services	\$125.00
Volunteer Support (e.g. expenses, recognition)	\$1,083.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$56.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$110.00
Local Travel	\$245.00
Other	\$348.00

Communication materials: \$ 166

admin (office supplies, meetup site, internet, insurance etc): \$182

TOTAL **\$7,817.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Schein Foundation	\$800
Funder 2 Name	Clif Bar	\$300
Funder 3 Name	Green Beaver and LUSH	\$500

Amount Your Society will Provide: **\$217.00**

Total Proposed Budget: **\$7,817.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation:

duplicates work that the Parks and Environmental Sustainability already undertake.

**Staff Comments /
Conditions:**

None



Grant Application Summary for 2016
Parks, Recreation & Community Events Program

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

Society: Gulf of Georgia Cannery Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Cannery Farmers' Market
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): October 4, 2015 **End Date (if applicable):** April 17, 2016
Number To Be Served: 19000
Richmond Residents: 12500

Grant Request Summary:

The Cannery Farmer's Market is uniquely situated inside the Gulf of Georgia National Historic Site, a 120 year old historic building celebrating the West Coast fishing industry. Free to the public, the Market offers a variety of locally made products, adhering to the "Make it, Bake it, Grow it, Catch it" philosophy to promote healthy, local eating. The Market operates between October and April on the 1st, 3rd and 5th Sundays of the month totalling 15 dates. In addition to providing a location to purchase locally grown and made food and craft items, each Market also serves as a local economic stimulant, a source for regional tourism in the winter season, and a gathering place for over 1,000 Richmond residents.

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

In the 2014-15 season, the Cannery Farmer's market showcased 69 local merchants and 17 local artists and entertainers and attracted 11,000 local residents. The goal for the 2015-16 season is to increase these numbers by 5%.

Richmond Services Received by Your Organization:

We receive no regular or ongoing support from the City.

FINANCIAL INFORMATION

Your Society's Budget:

Parks, Recreation & Community Events 2016
Gulf of Georgia Cannery Society

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$951,706.00	\$1,008,300.00
Total Expenses:	\$966,367.00	\$1,003,570.00
Annual Surplus or (Deficit):	\$14,661.00	\$4,730.00
Accumulated Surplus or (Deficit):	\$155,165.00	\$159,895.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We spent more money on capital costs and equipment than initially anticipated.

Current Year:

We are projecting an increase in admission and gift shop revenues.

Explanation for Accumulated Surplus or (Deficit):

Our accumulated surplus funds are set aside as maintenance contingency and for special projects. Currently our major projects include production of new orientation film and upgrading exterior landscaping.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$1,000.00	Parks, Rec and Community Events
2014	\$500.00	Parks, Rec and Community Events
2013	\$1,000.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

Parks, Recreation & Community Events 2016
Gulf of Georgia Cannery Society

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

Promotion - \$1000

TOTAL \$5,000.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	EventHost BC	Amount	\$5000.00
Funder 2 Name	River Rock Casino	Amount	\$1500.00
Funder 3 Name	Vendor fees	Amount	\$16800.00

Amount Your Society will Provide: **\$6,800.00**

Total Proposed Budget: **\$18,300.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$500

Recommendation:

Single Year

To support the delivery of the Cannery's Farmer's Market (Winter Market) entertainment. Partial funds recommended due to substantial surplus

**Staff Comments /
Conditions:**

None



Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Kidsport - Richmond Chapter

Grant Type: Over \$5000 Single Year

Grant Request: \$20,000

Proposal Title: KidSport™ Grant

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 300

Richmond Residents: 300

Grant Request Summary:

Social and economic obstacles can prevent some young people from participating in organized sport. Kidsport Richmond will help families in need overcome the financial barrier that may exist to ensure their children will be able to participate in a sport of their choice. Our funding criteria includes the following: - Children up to 18 years of age; - Application form must be completed reviewed and verified by an appropriate financial verifier who would be aware of the financial situation of the family in question; - Sport programs, the fees for which the applicant wishes to be subsidized, must be affiliated with Sport BC; - Up to \$350/applicant/year may be granted, can be applied only to registration fees during the season the sport is in session. If we raise enough money we would increase the maximum grants to \$350. Many Chapter of KidSport in the Province of BC provide grants of \$400 and \$500 per child per year. We currently fully fund less than 50% of applicants. Grants are paid directly to the local sport organization and not the family or child. The community sport organization must be affiliated with Sport BC.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$52,500.00	\$113,000.00
Total Expenses:	\$45,042.00	\$109,250.00
Annual Surplus or (Deficit):	\$7,458.00	\$3,700.00
Accumulated Surplus or (Deficit):	\$16,493.00	\$20,193.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

An accumulated surplus from 2013 was applied to 2014 to allow a disbursements without entering a deficit situation. Surplus increase in 2014 for we raised more money than we allocated.

Current Year:

In 2014 there was a surplus of \$7,458.00. We raised more money than expected. For 2015 we currently have 19 cheques that have been issued in 2015 but not cashed for a total of \$10,250. In 2015 in June we increased our maximum grants per child from \$200 to \$350 per year,

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$16,500	Parks, Rec and Community Events
2014	\$11,000	Parks, Rec and Community Events
2013	\$9,700	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$20,000.00

Provide partial sport registration fees (up to \$350) for needy children who reside in Richmond to participate in community sports that are affiliated to Sport BC..

TOTAL **\$20,000.00**

Financial Assistance from Other Sources (if applicable):

Parks, Recreation & Community Events 2016
Kidsport - Richmond Chapter

Over \$5000

Single Year
Summary Page 3

Funder 1 Name	Coast Capital Savings Credit Union Community Investment Fund	\$5,000
Funder 2 Name	BC Government	\$6,000
Funder 3 Name	Hamber Foundation	\$4,000
Amount Your Society will Provide:		<u>\$10,000.00</u>
Total Proposed Budget:		<u>\$74,500.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$17,000

Recommendation:

Single Year

To support the funding of children to participate in a sport of their choice, who would not otherwise be able for afford to participate in sports.

**Staff Comments /
Conditions:**

None



Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Richmond Agricultural and Industrial Society

Grant Type: Over \$5000 Single Year

Grant Request: \$17,647

Proposal Title: 71st Annual Steveston Salmon Festival

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

Start Date (if applicable): 7/1/2016

End Date (if applicable): 7/2/2016

Number To Be Served: 100000

Richmond Residents: 30000

Grant Request Summary:

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

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$190,042.17	\$165,650.00
Total Expenses:	\$128,091.97	\$165,650.00
Annual Surplus or (Deficit):	\$61,950.20	\$0.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community

Parks, Recreation & Community Events 2016
Richmond Agricultural and Industrial Society

Over \$5000

Single Year
Summary Page 2

Centre; continuing to build a fund for playground improvements.

Explanation for Accumulated Surplus or (Deficit):

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$11,000	Parks, Rec and Community Events
2014	\$11,000	Parks, Rec and Community Events
2013	\$11,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$7,047.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,950.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$700.00
Equipment	\$2,750.00
Photocopying	\$0.00
Program Materials	\$1,200.00
Local Travel	\$0.00
Other	\$4,000.00

security

TOTAL **\$17,647.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Government of Canada, Department of Canadian Heritage	\$48,030
Funder 2 Name	Blundell Centre	\$5,000
Funder 3 Name	GFFG - Gulf & Fraser Financial Group	\$2,000

Amount Your Society will Provide: **\$44,973.00**

Total Proposed Budget: **\$117,650.00**

GRANT RECOMMENDATIONS

Recommended

Amount: \$7,150

Recommendation:

Single Year

Funding to support security costs, supplies, and
volunteer support for the Salmon Festival.

Staff Comments /
Conditions:

None



Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Richmond Chinese Community Society

Grant Type: Over \$5000 Single Year

Grant Request: \$10,900

Proposal Title: Office Operating Assistance

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 6000

Richmond Residents: 5000

Grant Request Summary:

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

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$384,151.00	\$297,713.00
Total Expenses:	\$372,590.00	\$296,123.00
Annual Surplus or (Deficit):	\$11,561.00	\$1,590.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Last year annual surplus will be use for our new program "Active Living Seniors Group" and "English Corner Class" for isolated seniors in Richmond to get connected in the community.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$3,000	Parks, Rec and Community Events
2013	\$3,000	Parks, Rec and Community Events
2012	\$3,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$2,000.00
Consultant Services	\$2,000.00
Volunteer Support (e.g. expenses, recognition)	\$1,800.00
Office Rent or Mortgage	\$2,000.00
Utilities and Telephone	\$0.00
Supplies	\$1,100.00
Equipment	\$1,000.00
Photocopying	\$500.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$10,900.00</u>

Financial Assistance from Other Sources (if applicable):

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

Amount Your Society will Provide: **\$2,000.00**

Total Proposed Budget: **\$12,900.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$1,800

Recommendation:

Single Year

Funding for volunteer support for their various health-
and wellness-related programs.

Staff Comments /
Conditions:

None



Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Richmond City Centre Community Association

Grant Type: Over \$5000 Single Year

Grant Request: \$17,637.22

Proposal Title: Asset Development for Children in Central Richmond

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 480

Richmond Residents: 480

Grant Request Summary:

To operate community based Asset Development Programs for high need and at-risk children who attend Richmond City Centre inner-city Elementary schools: Anderson, Cook and General Currie. These are children who would be on their own with inadequate care and supervision on the schools early dismissal school days and after school hours. This Asset Development Program will seek support and work in partnership with the schools. This program is based on an earlier successful pilot project which showed the effectiveness and positive benefits of this type of Asset Development in inner-city school children.

In addition to these early dismissal programs, City Centre Community Centre would like to continue offering a low cost after school program in General Currie Elementary School based on physical literacy initiatives: introducing children to fundamental movement skills that will contribute to healthy active lifestyles starting at a young age.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$409,616.00	\$827,837.60
Total Expenses:	\$393,214.00	\$879,878.43
Annual Surplus or (Deficit):	\$16,402.00	(\$52,040.83)
Accumulated Surplus or (Deficit):	\$153,301.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus was a combination of cutting back on our expenses and accruing more revenue than we originally projected through increased registration.

Current Year:

City Centre Community Centre has opened up a new facility and will be offering a number of new programs and services, however due to a number of start up expenses we will see a deficit in our first year of operation. These budget numbers reflect a realistic assessment of revenue and expenses for the upcoming fiscal year.

Explanation for Accumulated Surplus or (Deficit):

The surplus will be used for equipping the new City Centre Community Centre which opened August 2015 as well as for implementing new programs to serve the broader City Centre Community.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$10,500	Parks, Rec and Community Events
2014	\$10,500	Parks, Rec and Community Events
2013	\$10,700	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$14,517.22
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,200.00
Equipment	\$1,150.00
Photocopying	\$40.00
Program Materials	\$500.00
Local Travel	\$30.00
Other	\$0.00
TOTAL	<u>\$17,637.22</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$0.00

Total Proposed Budget:

\$17,637.22

GRANT RECOMMENDATIONS

Recommended

Amount: \$6,500

Recommendation:

Single Year

Funding to support the delivery of the Asset Development program for at-risk children attending inner-city elementary schools.

Staff Comments /

Conditions:

None



Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Richmond Fitness and Wellness Association

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

Proposal Title: Walk Richmond Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 3000

Richmond Residents: 3000

Grant Request Summary:

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

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

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$18,046.09	\$17,700.00
Total Expenses:	\$22,284.62	\$25,590.00
Annual Surplus or (Deficit):	(\$4,238.53)	(\$7,890.00)
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$10,000	Parks, Rec and Community Events
2014	\$8,000	Parks, Rec and Community Events
2013	\$7,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$12,500.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$500.00
Equipment	\$500.00
Photocopying	\$0.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$15,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$0.00

Total Proposed Budget:

\$15,000.00

GRANT RECOMMENDATIONS

Recommended

Amount:

\$11,000

Recommendation:

Single Year

Funding to support the coordination and volunteers for the Walk Richmond program.

Staff Comments /

Conditions:

None



**Grant Application Summary for 2016
Parks, Recreation & Community Events Program**

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

Society: Richmond Minor Hockey Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$2,320
Proposal Title: Spring and Summer Free Try Hockey Sessions for Richmond Children and
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 150
Richmond Residents: 150

Grant Request Summary:

We would like to host three, free Try Hockey sessions between March 1 and August 15. These would be advertised in the Spring and Summer Parks, Recreation and Culture Guide. These special events would be hosted by Richmond Minor Hockey Association adult and youth volunteers. We would loan hockey equipment to the participants and encourage them to get onto the ice and give our sport a try. Ultimately, we would like the children register to play hockey.

It is important to note that the equipment expenses will create a long term legacy. At the present time, we use donated equipment to outfit children who want to try hockey. Some of the children don't know if they shoot "left" or "right." The "straight" sticks that we propose to buy would eliminate the need to determine which direction a new participant shoots. The shin guards and neck guards are to augment our existing supply of donated equipment. For some reason, we have a shortage of these two items. All equipment purchases for Try Hockey will be available for use by beginners in future years.

These events require many volunteers: on the ice, in the dressing rooms and at welcome tables. We usually have several teenage players on the ice, as helpers. It is a good opportunity for players to give back to our community.

Richmond Services Received by Your Organization:

We purchase approximately \$280,000 worth of ice from Richmond Arenas each year for our teams.

Additional ice is purchased for our three large tournaments.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$636,245.00	\$597,500.00
Total Expenses:	\$553,856.00	\$587,500.00
Annual Surplus or (Deficit):	\$82,389.00	\$10,000.00
Accumulated Surplus or (Deficit):	\$23,261.00	\$33,261.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We need to replace jerseys (home and away) on a regular basis. Jersey purchases are done on a rotation and part of the process is to accumulate a modest surplus prior to making large purchases like this. Replacing 300 jerseys would quickly eat up the accumulated surplus that we are projecting for the current year.

Current Year:

Our good fiscal position enabled us to reduce registration fees for some players this season (we reduced the cost of Hockey 1, for example) and to maintain existing registration for the remaining players. Our objective is to make minor hockey as affordable as possible through fiscal responsibility. Please note, that our current budget does NOT include the scholarship funds raised through our Bantam Midget International Tournament (as revenue or expense) whereas the financial statements for 2014 do include the scholarship money. Overall, we do not anticipate a reduction in revenue. The difference shown is because "current year" budget does not include scholarship money which flows through to the scholarship recipients.

Explanation for Accumulated Surplus or (Deficit):

Our accumulated surplus will enable us to continue to replace hockey jerseys on rotation. A typical jersey costs \$60 - \$80 so replacing 300-400 jerseys would quickly deplete the surplus.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00

Parks, Recreation & Community Events 2016
Richmond Minor Hockey Association

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

Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$450.00
Equipment	\$470.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	1400.00

\$600 "other" is ice rental, \$800 "other" is two 1/4 paid ads in the Spring and Summer Parks, Recreation and Culture Guide.

TOTAL **\$2,320.00**

Financial Assistance from Other Sources (if applicable)

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

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

Total Proposed Budget: **\$2,320.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation:

Denied funding. Organization has large surplus and does not demonstrate financial need.

Staff Comments /
Conditions:

None



Grant Application Summary for 2016
Parks, Recreation & Community Events Program

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

Society: Richmond Museum Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Doors Open Richmond 2016
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 16,000 site visits
Richmond Residents: 12320

Grant Request Summary:

Doors Open Richmond (DOR) 2016 kicks off on Friday, June 3 with an opening at Minoru Chapel followed by the City-wide event on Saturday, June 4 and Sunday, June 5. The Richmond Museum Society requests funding of \$5,000, primarily to fund event supplies, components of the kickoff event, promotional and volunteer costs. Since 2007, DOR has attracted over 16,000 annual site visits to destinations as diverse as city facilities, national historic sites, museums, galleries and artists' studios through to places of worship, parks and specialty businesses. DOR meets the City of Richmond Council Term Goal 2: A Vibrant, Active and Connected City by addressing three out of its four priorities. Council Priority 2.1: Strong Neighbourhoods: For 8 years, DOR has provided visitors with free access over a weekend to more than 40 cultural destinations across the City, showcasing the rich heritage, artistic and cultural diversity in neighbourhoods throughout Richmond. Council Priority 2.3: Outstanding places, programs and services that support active living, wellness and a sense of belonging: DOR promotes active living and wellness by partnering with Walk Richmond to offer a free accessible walk between major heritage sites. DOR map brochures encourage visitors to access various sites using public transit and bike paths. Also a number of sites in Steveston and Richmond City Centre are clustered together to create an easily walkable visit. 77% of DOR visitors come from Richmond itself and with the event celebrating the best of the city's art and cultural destinations, creates within its citizenry a sense of pride and belonging. Council Priority 2.4: Vibrant arts, culture and heritage opportunities: DOR offers individuals and groups from arts, culture and heritage backgrounds a weekend event to promote their activities, organizations and sites to the public. It also provides over 180 volunteers aged 16 years plus with various skills and leadership opportunities.

Richmond Services Received by Your Organization:

Doors Open Richmond currently receives in-kind City of Richmond staff support of approximately \$42,700:

- \$28,368 – 40% salary contribution for DOR Chair
- \$7,344 – salary contribution for auxiliary support staff
- \$3,960 - 5% annual salary of Richmond Museum's Curator of Collections
- \$3028 – salary contribution of Production and Communication staff

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$221,602.00	\$80,138.00
Total Expenses:	\$224,270.00	\$83,382.00
Annual Surplus or (Deficit):	(\$2,668.00)	(\$3,244.00)
Accumulated Surplus or (Deficit):	\$67,122.00	\$57,410.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Annual deficit was anticipated and covered with surplus funds from previous years or funds from investments. 2015 current restricted (deferred) revenue - \$18,500 allocated across the following projects: \$10,000 for the Richmond Museum website; \$3,500 for doors Open Richmond; \$3,000 for heritage Fair and \$2,000 for Tsawassen First Nations Kit (carried over into 2016)

Current Year:

Annual deficit has again been anticipated and covered with surplus funds from previous years or funds from investments. 2016 restricted (deferred) revenue - \$12,000 allocated across the following projects: \$3,200 for the Richmond Museum website; \$6,300 for Doors Open Richmond; \$500 for Heritage Fair; \$2,000 for Tsawassen First Nations Kit (carried over from 2015).

Explanation for Accumulated Surplus or (Deficit):

2015: Remainder of Accumulate surplus is cash and investments for future fundraising plans except for the restricted (deferred) revenue of \$18,500 which are restricted funds as listed above for dedicated programs including Doors Open Richmond.

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$1,500.00	Parks, Rec and Community Events
2014	\$1,500.00	Parks, Rec and Community Events
2013	\$1,600.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$2,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	1000.00

Musician fees for opening event.

TOTAL \$5,000.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Heritage Canada - BCAH Grant	Amount	\$4,100.00
Funder 2 Name	Private Sponsorship	Amount	4600.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: \$6,300.00

Total Proposed Budget: \$20,000.00

GRANT RECOMMENDATIONS

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

Recommendation: Single Year

Funding to support the Doors Open Richmond event.
Funding amount the same as the previous year.

Staff Comments /
Conditions:

None



Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Richmond Nature Park Society

Grant Type: Over \$5000 Single Year

Grant Request: \$5,300

Proposal Title: Wild Things 2016

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

Start Date (if applicable): 10/22/2016

End Date (if applicable): 10/23/2016

Number To Be Served: 2200

Richmond Residents: 1900

Grant Request Summary:

The Richmond Nature Park Society is a not-for-profit organisation dedicated to environmental education and preservation of the unique bog wetland and forest that is at the heart of the environment in Richmond. The RNPS works in partnership with the City of Richmond to foster an appreciation and understanding of this environment. They offer educational programs for school visits, community programs for all ages from pre-school to seniors, special events such as Wild Things and Slugfest, community resources such as the Urban Wildlife outreach program, and exhibits and resources in the Nature House. The Richmond Nature Park Society's vision is to promote education, respect and appreciation for the natural environment in Richmond.

Wild Things is an autumn event that capitalises on the annual celebration of Halloween where the park is transformed into a lively environment featuring a cast of volunteer actors as Wild Things - the creatures that populate traditional Halloween mythology. Bears, bats, coyotes, spiders, frogs and other creatures animate a trail illuminated by hundreds of jack-o-lanterns.

Volunteers make this event happen. They are the people who create the event, do set up and take down, create costumes then don them to become the Wild Things, run games and activities, make popcorn and paint faces, carve 500 jack-o-lanterns and light them each night. Volunteers do a myriad of tasks, large and small, that make the event a success.

Safety is of the utmost concern and this grant will help with the high cost of the necessary safety measures. The grant will aid in provision of traffic controllers, shuttle buses and first aid. The Richmond Nature Park only has 40 parking spaces – a challenge when hundreds of visitors want to visit at the same time. The proposed shuttle would allow many more visitors to come to the park and would provide a safe alternative to the hazardous street parking off Westminster Highway.

Parks, Recreation & Community Events 2016
Richmond Nature Park Society

Over \$5000 Single Year
Summary Page 2

Richmond Services Received by Your Organization:

Use of facilities and staffing.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$67,338.00	\$54,139.79
Total Expenses:	\$51,218.38	\$41,639.15
Annual Surplus or (Deficit):	\$16,119.62	\$12,500.64
Accumulated Surplus or (Deficit):	\$120,882.12	\$133,321.76

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus held in reserve for the anticipated purchase of playground structures, the development/presentation of programs and events, and emergencies.

Current Year:

Surplus held in reserve for the anticipated purchase of playground structures, the development/presentation of programs and events, and emergencies.

Explanation for Accumulated Surplus or (Deficit):

Surplus held in reserve for the anticipated purchase of playground structures, the development/presentation of programs and events, and emergencies.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2011	\$0	Parks, Rec and Community Events
2007	\$4,000	Parks, Rec and Community Events
2006	\$4,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

Parks, Recreation & Community Events 2016
Richmond Nature Park Society

Over \$5000

Single Year
Summary Page 3

Program Materials	\$0.00
Local Travel	\$0.00
Other	\$4,800.00

Traffic - \$3000

First Aid - \$300

Bus Rentals - \$1500

TOTAL **\$5,300.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name The Co-operators \$1,500

Funder 2 Name Accent Inns \$1,000

Funder 3 Name Unknown \$500

Amount Your Society will Provide: **\$7,800.00**

Total Proposed Budget: **\$16,600.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$750

Recommendation: Single Year

To support the Halloween event, Wild Things.
Funding amount in line with other events of similar
scope and size.

Staff Comments /
Conditions:

None



Multi-Year Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Sea Island Community Association

Grant Type: \$5,000 or Less Multi Year - Year 3

Grant Request: \$1,000

Proposal Title: Burkeville Daze Grant

Number Served: Richmond Residents:

Grant Request Summary:

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

Changes that will impact grant use:

No Changes

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$105,707.00	\$5,529.00
Total Expenses:	\$100,620.00	\$7,894.00
Annual Surplus or (Deficit):	\$5,086.00	(\$2,365.00)
Accumulated Surplus or (Deficit):	\$46,027.00	\$43,662.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Sea Island Community Association had a surplus of \$5,086 at year end Aug 31/15 which is a result of careful planning and budgeting.

Current Year:

Currently, the Association has a small deficit this is a result of slightly lower revenue for our Fall programs. We expect registrations to increase in the next few months.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$750	Parks, Rec and Community Events
2014	\$500	Parks, Rec and Community Events
2013	\$1,000	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$750

Recommendation:

Single Year

To support the Burkeville Daze. Funding amount the same as the previous year and in line with other events of similar scope and size.

**Staff Comments /
Conditions:**

None

Society: **Sharing Farm Society**
Grant Type: **Over \$5000 Single Year**

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

Proposal Title: **Further Expanding the Sharing**

Grant Purpose: **Operating Assistance**

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: **9000**

Richmond Residents: **8500**

Grant Request Summary:

This City of Richmond grant application will, if approved, enable The Sharing Farm to continue to grow food to feed low-income Richmond families. The Sharing Farm is run by community members for community members, and is dedicated to providing fresh, healthy, local and organic produce to our neighbours in need. The Sharing Farm has successfully put fresh vegetables on people's plates for many years, donating 80% of our yearly harvest to the Food Bank, Community Meals and other organizations distributing food to vulnerable people.

While we enjoy the support of a large group of volunteers, we operate on a tiny budget and funding has always been a challenge. In 2015, we have continued our activities to earn funding ourselves to improve the sustainability of our operation in the long run. We have successfully started social enterprise activities (e.g. market stand, flower sales, preserves and herb products) and are committed to vigorously pursue them in the new year. However, grants will remain indispensable for The Sharing Farm also in 2016.

The number of people served includes recipients of our produce, our volunteers, the people who receive education, the people coming to the farm during our community building events, and the seniors who continue their enthusiastic contribution in the greenhouse. As far as we are aware, all our donated food goes to Richmond residents.

Richmond Services Received by Your Organization:

water in the summer (est. at \$.0044/gallon x 170,000 gallons = \$748/year); rental of Buemann house (\$1,400/month x 12 months = \$16,800/year - utilities included)

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$179,072.00	\$225,620.00
Total Expenses:	\$170,510.00	\$224,789.00
Annual Surplus or (Deficit):	\$8,562.00	\$831.00
Accumulated Surplus or (Deficit):	\$26,105.00	\$26,936.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

SURPLUS REPRESENTS FUNDS COLLECTED FOR OUR CONTRIBUTION TO THE NEW BARN'S COST. THIS IS NOT AN OPERATIONAL SURPLUS!

Current Year:

We anticipate to complete the year close to break even.

Explanation for Accumulated Surplus or (Deficit):

ACCUMULATED SURPLUS REPRESENTS FUNDS COLLECTED FOR OUR CONTRIBUTION TO THE NEW BARN'S COST. THE SHARING FARM SOCIETY COMMITTED TO CONTRIBUTE \$50,000 TOWARDS THIS PROJECT. THE CITY OF RICHMOND IS FUNDING THE REMAINDER. The barn construction will start soon. These funds will be spent in 2016. NOTE - This expense is not included in the "Total Proposal Funding" numbers!

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$16,000	Parks, Rec and Community Events
2014	\$6,500	Parks, Rec and Community Events
2013	\$1,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$25,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00

Parks, Recreation & Community Events 2016
Sharing Farm Society

Over \$5000

Single Year
Summary Page 3

Supplies	\$5,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$30,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancity EnviroFund	\$31,050
Funder 2 Name	Nutrition Link and Epicure	\$17,000
Funder 3 Name	Gaming	\$20,000

Amount Your Society will Provide: **\$94,000.00**
Total Proposed Budget: **\$217,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$18,000

Recommendation:

Single Year

To support the Sharing Farm's ability to grow and provide fresh produce for low-income Richmond families.

Staff Comments /
Conditions:

None



Multi-Year Grant Application for 2016
Parks, Recreation & Community Events Program

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

Society: Steveston Community Society - Richmond Summer Project

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

Grant Request: \$50,000

Proposal Title: Richmond Summer Project

Number Served: Richmond Residents:

Grant Request Summary:

Funds contribute to the overall Summer Project; 2016 grant monies would be distributed between 13 facilities citywide. The City Grant would enable low cost/no cost services to be offered to Richmond residents by offsetting staff salaries, general expenses, and training expenses for staff and volunteers. This training ensures that a consistent message of City initiatives - such as Physical Literacy - are provided to all summer staff across Richmond. The grant also allows children that require extra support to participate in our summer programs. Steveston Community Society is submitting the grant application for Summer 2016 on behalf of the following City of Richmond partners in Parks, Recreation and Community Social Services: Steveston Community Society, Thompson Community Association, East Richmond Community Association, South Arm Community Association, City Centre Community

Association, Sea Island Community Association, Hamilton Community Association, West Richmond Community Association, Richmond Nature Park Society, Arts Centre, Arena Services, Britannia Heritage Shipyard Society, and Diversity Services.

Changes that will impact grant use:

We are applying for \$50,000 for 2016 with the goal of hiring an additional Roving Support Leader, in order to provide increased inclusive opportunities for children who require additional support the opportunity to participate in Summer Daycamps at all of the facilities listed above.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$202,029.68	\$191,055.09
Total Expenses:	\$201,633.78	\$207,236.57
Annual Surplus or (Deficit):	\$395.90	(\$16,141.48)
Accumulated Surplus or (Deficit):	\$20,331.83	\$4,150.35

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

Numbers shown are complete to Oct 31/15 and our fiscal year is Dec 31/15.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$32,000	Parks, Rec and Community Events
2014	\$40,000	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended

Amount: \$30,000

Recommendation:

Year 2 of 3

Funding to support the Administrator position and additional support staff for the Summer Project 2016 (Roving Support Leaders program).

Staff Comments /

Conditions:

None

Society: WildResearch Society**Grant Type: Over \$5000 Single Year****Grant Request: \$23,670****Proposal Title: Iona Island Bird Observatory: monitoring migratory birds and educating the****Grant Purpose: Operating Assistance****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 500****Richmond Residents: 100****Grant Request Summary:**

WildResearch is a volunteer run organization that believes citizen science is an effective tool for conservation. WildResearch's mission is to build, train, and educate a community that contributes to conservation science. Citizen science enables systematic, widespread monitoring and research of flora and fauna while offering skills and training to community members and fostering a connection with nature. To date, we have utilized the scientific expertise of our Board of Directors to design and implement three citizen science based programs:

(1) The Iona Island Bird Observatory (IIBO) which monitors populations of breeding, wintering, and migratory birds in an ecologically important regional park within the urban area of Richmond, British Columbia (BC);

(2) The British Columbia Nightjar Survey increases knowledge about the abundance and distribution of two understudied members of a group of declining avian species; Common Nighthawk (Federally Threatened on Schedule 1), and Common Poorwill (assessed by COSEWIC as data deficient); and

(3) A butterfly inventory program that collaborates with the BC Butterfly Atlas project to provide baseline information about butterfly species, their ranges, and population numbers across BC.

Furthermore, WildResearch hosts regular avian and butterfly identification workshops and field trips. This includes our main fundraiser, a pelagic birding trip with 100 participants from across western and central Canada that are interested in viewing seabird species

rarely seen from shore. Our programs and activities enable us to establish datasets for fauna of conservation concern, train our volunteers in valuable skills, engage the public with the wildlife around them, and raise awareness and appreciation for nature. At the municipal scale, we are helping to guide management of protected areas within urban Richmond, BC, ensuring that the public can continue to experience a broad variety of wildlife in a natural setting.

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$47,995.02	\$138,332.12
Total Expenses:	\$62,880.97	\$75,499.82
Annual Surplus or (Deficit):	(\$14,885.95)	\$62,832.30
Accumulated Surplus or (Deficit):	\$26,262.15	\$88,094.45

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In 2014, we were in -14,885.95 due to having to pay out of pocket for a bander in charge and an assistant bander, which is vital to a quality delivery of the Iona Island Bird Observatory's program. Although we acquired some funding through grants that year, we had to use reserve funds.

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

Much of the surplus (\$73,083.17) is tied up in the WildResearch Foundation (\$30,487.11 as of Oct. 1, 2015). Further, the Sitka Foundation donated funds (~\$11,000.00 remaining) which still needs to be spent to facilitate the 2015 Winter Monitoring and 2016 Spring Migration Monitoring, and supplies.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$22,690.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$980.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL \$23,670.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name Sitka Foundation \$0
Funder 2 Name
Funder 3 Name

Amount Your Society will Provide: \$5,500.00

Total Proposed Budget: \$29,170.00

GRANT RECOMMENDATIONS

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

Recommendation:

Single Year

To support the funding of personnel, Bander in Charge. Grant amount matches funding provided by WildResearch Society.

**Staff Comments /
Conditions:**

None

Grant Application Scoring Criteria

Applicant (must be deemed eligible: registered non-profit requesting funding for operating community service-specific programs or projects, or neighbourhood or community-based events for primarily Richmond residents)	
Score 1-10 (1=Poor 5=Satisfactory 10=Exceptional)	
Budget	
The requested budget is reasonable and realistic for the project proposed.	
Efforts have been made to seek funding from other sources outside of the City. They are not solely reliant on City funding.	
Organization has thought about sustainability of the program (will not become dependent on funding).	
Organization is independent and does not have a large proportion of funding from other City programs.	

Impact on Community and Engagement	
Partnerships and/or collaborative relationships have been made with other organizations to strengthen the proposal.	
Grant will be used to support or serve primarily Richmond residents.	
The project or service is inclusive and will reach a large number of residents or a vulnerable population.	
The funding will be used to improve quality of service, build organizational capacity.	
Convincing argument for community need (no other services or program is available). It does not duplicate an existing service.	
The grant will be used towards a project or program that promotes a vibrant community including wellness, legacy, community engagement, innovation, etc.	
Potential for a significant number of volunteers to be engaged.	

Organization	
Perception of the quality and credibility of the organization and program (e.g., accreditation, licenses).	
Organization demonstrates effectiveness and efficiency.	
Demonstrates sufficient organizational capacity to deliver the proposed service (Stable and capable).	
Organization has a reputation for delivering excellent programs or services.	

Quality of the Application	
Completeness of application and detail of explanation where required.	
Information is presented in a clear and coherent fashion.	



City of Richmond

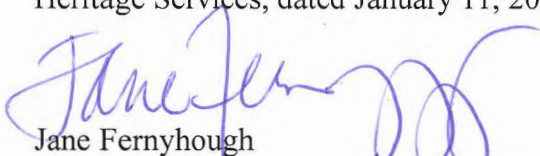
Report to Committee

To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Re: 2016 Arts and Culture Grant Program



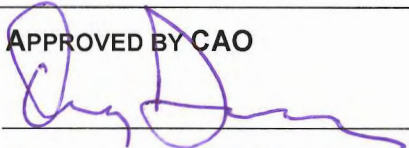
Date: January 11, 2016
File: 11-7000-01/2016-Vol
01

Staff Recommendation

That the 2016 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$107,497, as outlined in the report from the Director, Arts, Culture and Heritage Services, dated January 11, 2016.


Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 5

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

Staff Report

Origin

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

This report provides information and recommendations pertaining to the 2016 Arts and Culture Grant Program, now in its fifth year.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

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

2.4. Vibrant arts, culture and heritage opportunities.

Findings of Fact

2016 Arts and Culture Grant Budget

The 2016 Arts and Culture Grant Budget is \$107,497, including a 2.3% Cost of Living increase over last year's budget as per the City Grant 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% of the annual operating budget, to a maximum request 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% of the total project budget, to a maximum request of \$5,000.

Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond News and on the City website in October and November of 2015, advising to the community that applications were being accepted for 2016 City Grant Programs until November 20, 2015. A link to the City website was provided for further information and to access the system.

In October and November, emails were sent to members of the Richmond Artists Directory (more than 300 individual artists and arts/cultural organizations that have opted to receive information from the Cultural Development Manager throughout the year) to announce the grants were online and to remind of upcoming deadlines. On the City website on both the “City Grant Program” and the “Artists’ Opportunities” pages, downloadable Guideline documents were available with links to the online form.

A detailed, custom document for budget preparation was provided online. All previous grant recipients were met with individually over the summer to touch base, review their 2015 application and offer recommendations where appropriate, as well as inform them of updates to the online system.

Nine applications were received for Operating Assistance and 7 for Project Assistance, for a total combined request of \$108,450. Tables outlining requests and recommended allocations for the 2016 Arts and Culture Grant Program are provided in Attachment 1 and Attachment 2. Grant Application Summary sheets, providing key information about each application, are found in Attachment 3. Staff recommendations and comments are included in the Summary Sheets.

Late Applications

No late applications were received after the November 20, 2015 deadline. The City Grant Policy indicates that late applications will not be accepted.

Application Review Process

An Adjudication Panel made up of City staff reviewed the applications. They evaluated the applications on three key areas: Merit, Organizational Capacity and Impact (described in the Application Guidelines, Attachments 4 and 5). As per best practices in similar granting programs, for each application, these three key areas were assigned a numerical ranking to create a total numeric score out of 50. At the Adjudication Meeting, the combined scores of all four members of the Adjudication Panel were distilled to an average score to determine a funding recommendation:

Low	1-20	No funding
Med/Low	21-30	Possible funding at a small contribution or no funding
Medium	31-40	Fund at a modest contribution
High/Med	40-45	Fund at a high contribution
High	46-50	Fund up to request level if possible

The Grant Application Summary Sheets, found in Attachment 3, indicate the average score of each applicant.

Analysis

2016 Arts and Culture Grant Program Information

Numbers of applications, allocations and recommendations are:

OPERATING ASSISTANCE Applications, Allocations and Recommendations (2012-2016)					
	2012	2013	2014	2015	2016
Total number of applications	10	9	9	9	9
New applicants	n/a	2*	n/a	1*	0
Grants denied (did not meet criteria)	2**	0	0	0	0
Partial amount of request recommended	3	1	9	7	2
Full amount of request recommended	5	8	0	2	7
Total amount requested	\$71,000	\$71,700	\$77,600	\$71,000	\$76,300
Total amount allocated recommended	\$50,900	\$71,200	\$62,170	\$62,190	\$76,000

* These applicants were new to the Operating Assistance category, having received Project Assistance previously.

** While these applicants were found ineligible for Operating Assistance, they did receive Project Assistance funding

PROJECT ASSISTANCE Applications, Allocations and Recommendations (2012-2016)					
	2012	2013	2014	2015	2016
Total number of applications	17*	13	14	12	7
New applicants	n/a	5	6	2	0
Grants denied (did not meet criteria)	4	4	2	1	0
Partial amount of request recommended	8	5	12	11	2
Full amount of request recommended	3	5	0	1	5
Total amount requested	\$58,780	\$50,600	\$59,736	\$53,150	\$32,150
Total amount allocated recommended	\$31,400	\$23,100	\$41,870	\$42,890	\$31,497

*16 were received, but one Operating Assistance applicant (for the Children's Arts and Literacy Centre Society, was added to this category)

COMBINED Arts and Culture Applications, Allocations and Recommendations (2012-2016)						
	2011*	2012	2013	2014	2015	2016
Total number of applications	11	26	22	23	21	16
New applicants	1	n/a	5	6	2	0
Grants denied (did not meet criteria)	1	7	4	2	1	0
Partial amount of request recommended	9	18	9	21	18	4
Full amount of request recommended	2	8	13	0	3	12
Total amount requested	\$71,855	\$133,280	\$122,300	\$137,336	\$124,150	\$108,450
Total budget	n/a	\$100,000	\$102,020	\$104,040	\$105,080	\$107,497
Total amount allocated recommended	\$14,450	\$82,300	\$94,300	\$104,040	\$105,080	\$107,497

*in 2011, Arts and Culture applicants were part of the original City Grants program

A lively and engaged cultural community offers many benefits to the city by creating a vibrant, livable and healthy cultural life for its citizens. Much of the artistic and cultural activity in Richmond is delivered by not-for-profit organizations. A dedicated funding program helps achieve a number of goals identified in the City of Richmond's Arts Strategy, including:

- build capacity within and support for arts organizations;
- strengthen, support and enhance the artistic community; and
- increase the variety and diversity of arts experiences and opportunities.

The establishment of a grant program specific to Richmond Arts and Culture in 2012 was a landmark advance in the development of the local arts and culture sector. As such, the program remains understood as not only a source of funding for the applicants — who range from long-standing professional institutions to fledgling groups of enthusiastic amateur artisans — but an important opportunity for capacity building, including those who have limited experience writing grant applications. Moreover, as organizations secure City of Richmond funding, their potential to leverage funding from other sources improves as evidenced in some of the Grant Use reports relating to the previous year.

Staff noted continued improvement in the quality of grant applications, which were down in number: four 2015 Project Assistance recipients – Greater Vancouver Historical Performance Society, True North Performance Society of BC, Steveston Historical Society and Richmond Weavers' and Spinners' Guild – did not re-apply, and long-standing Operating Assistance recipient, Richmond Potters' Club, missed the application deadline.

In the fifth year of this granting program, staff noted an increased self-awareness among many of the applicants regarding the value of professional, sustainable administrative support as well as professional development and long-term strategic planning. Staff is recommending a review of the current program's eligibility guidelines, criteria and maximum funding limits for the 2017 Arts and Culture Grant Program and will report back in the coming months.

Reasons for Partial or No Funding

The majority of applications are recommended to receive full funding, in keeping with their high scores in the grant review process. Given the total amount requested was under \$1,000 of the total budget, only a few applicants received less than what they requested, as per their lower scores in the application review process.

Financial Impact

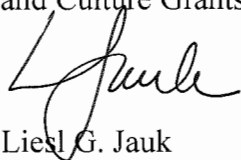
The 2016 Arts and Culture Grant Program has a proposed budget of \$107,497. The 2016 allocations itemized in Attachments 1 and 2 are recommended.

Project Assistance	\$ 31,497
Operating Assistance	\$ 76,000
Total	<u>\$ 107,497</u>
Remaining	\$ 0

Based on the new Gaming Revenue Allocation Model, which has been introduced for 2016, allocation of gaming revenue for City grants has been increased to 15% which exceeds the amount required to support the current funding levels. As a result, a balance of \$548,669 remains. Staff will be bringing forward a report with recommendations for these remaining funds later in Q1.

Conclusion

The 2016 Arts and Culture Grant Program is a vital contribution to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and liveable community. Staff recommend that the 2016 Arts and Culture Grants be allocated as proposed for the benefit of Richmond residents.



Liesl G. Jauk
Manager, Community Cultural Development
Manager, Arts Services
(604-204-8672)

- Att. 1: Table of Applicant Requests and Recommendations
2: Summary of Recommendations
3: Grant Application Summary Sheets
4: Operating Assistance Grant Application Guidelines
5: Project Assistance Grant Application Guidelines

2016 Arts and Culture Grants Recommendations

OPERATING ASSISTANCE					
Organization	Most Recent City Grant (2015)	2016 Request	2016 Recommend	Comments	Pg
Richmond Music School Society	\$ 7,945.00	\$ 10,000.00	\$ 10,000	Operating Assistance is recommended for this leading organization that is dedicated to high calibre music education for young people, provides concerts year-round in the community and strives to be accessible to all income levels. The applicant is encouraged to consider strategic planning to address long-term goals as well as the self-identified challenges of space and desire for increased business partnerships.	1
Richmond Community Band Society	\$ 2,860.00	\$ 2,900.00	\$ 2,900	Operating Assistance is recommended for this well-established, volunteer-run organization that provides professional direction to amateur musicians and delights audiences at various community events throughout the year. The applicant is to be commended for increasing its membership and growing its program of concerts. It is also strongly encouraged to invest their considerable accumulated surplus into the organization.	3
Richmond Arts Coalition	\$ 3,970.00	\$ 10,000.00	\$ 9,950	Operating Assistance is recommended in order to support the increased capacity of this volunteer-led service organization for Richmond artists and arts organizations. The applicant is commended for embarking on the process of strategic planning and for its plans to hire a part-time administrator. It is also encouraged to build upon the success of last year's ArtRich exhibition with its related increase in membership and profile.	5
Richmond Community Orchestra and Chorus Association	\$ 10,000.00	\$ 10,000.00	\$ 10,000	Operating Assistance is recommended for this well-established organization that involves a varied range of music artists, reaches diverse audiences, provides music education to elementary students and partners with a number of charitable organizations as well as other Richmond-based performing arts groups. The applicant also maintains a healthy organizational structure, demonstrates apt planning and financial management and is to be supported in its aspirations toward continual self-improvement through planning and professional development.	7

Organization	Most Recent City Grant (2015)	2016 Request	2016 Recommend	Comments	Pg
Cinevolution Media Arts Society	\$ 9,530.00	\$ 10,000.00	\$ 10,000	Operating Assistance is recommended for this accomplished society that presents year-round, progressive and high quality programs about "contemporary migrant experiences" that employ professional artists and reach audiences that include youth, new immigrants and emerging artists. The applicant is to be commended for using the previous year to plan, renew and self-reflect, and for its consistently diverse, innovative programming in conventional and non-conventional settings, strong community partnerships and increased administrative capacity.	9
Textile Arts Guild of Richmond	\$ 3,710.00	\$ 3,400.00	\$ 3,400	Operating Assistance is recommended for this long-standing organization that forwards textile arts as a means of creative expression, social engagement and charitable giving. The applicant is encouraged to invest their accumulated surplus into the society and to work on marketing and outreach strategies to increase exposure and participation.	11
Community Arts Council of Richmond	\$ 8,475.00	\$ 10,000.00	\$ 9,750	Operating Assistance is recommended for this long-standing organization and their initiatives to strengthen arts participation in the community. The applicant is encouraged to continue to work in partnership with other arts groups, building upon the success of the Cloth, Clay and Canvas exhibition. It is also hoped that continued strategic planning will address the self-identified challenges of board fatigue and decreasing membership.	13
Richmond Delta Youth Orchestra	\$ 5,000.00	\$ 10,000.00	\$ 10,000	Operating Assistance is recommended for this well-established, forward-thinking orchestra that provides high quality music education and performance opportunities for youth ages 8-25. The society is to be commended for engaging in regular five-year strategic planning, and recognizing the need to increase administrative capacity and to seek diversification of funding sources. Its strong engagement with the Chinese-speaking community and media is also especially noteworthy.	15

Organization	Most Recent City Grant (2015)	2016 Request	2016 Recommend	Comments	Pg
Richmond Youth Choral Society	\$ 10,000.00	\$ 10,000.00	\$ 10,000	Operating Assistance is recommended for this growing and energetic organization that offers accessible high quality choral music education for children and opportunities for them to perform in Richmond and beyond. The applicant is well-organized with a devoted board and volunteer roster and is seeking corporate partners and other funders to help them move towards industry standards of staff compensation. The applicant remains encouraged to plan for sustainability to address the potential for staff burnout and succession.	17
OPERATING ASSISTANCE SUBTOTAL		\$ 76,300	\$ 76,000		

PROJECT ASSISTANCE					
Organization	Most Recent City Grant (2015)	2016 Request	2016 Recommend	Comments	Pg
Richmond Singers	\$ 4,240	\$ 5,000	\$ 5,000	Project Assistance is recommended for the Spring concert series of this well-established, popular choir that pursues new partnerships with other choirs in the region and additional performance opportunities within Richmond and beyond. The applicant is to be congratulated for its faithful audiences, healthy membership, and extensive program of activities in the community including work with a stroke recovery group.	19
Tickle Me Pickle Theatre Sports Improv Society	\$ 5,000	\$ 5,000	\$ 5,000	Project Assistance is recommended for this entertaining, award-winning group's TMP Project Season that will continue to engage youth, adults and families with unique and accessible theatrical experiences. The Society is to be commended for their annual sold-out charity event and expanded promotional strategy. The applicant is encouraged to continue to increase the group's exposure and diversify their revenue sources.	21
Philippine Cultural Arts Society of BC	\$ 2,970	\$ 5,000	\$ 4,447	Project Assistance is recommended for this annual large-scale showcase that will increase the profile of Filipino performing arts in Richmond and provide a vital performance opportunity for the society's multi-generational dancers and musicians. The applicant is encouraged to seek community partnership opportunities, consider working with other artists and increase their profile through marketing efforts. In future, the project budget should including diverse funding sources and more diligent financial accounting.	23
Vancouver Cantonese Opera	\$ 5,000	\$ 3,800	\$ 3,800	Project Assistance is recommended for the fourth annual Multicultural Heritage Festival in Richmond which will be presented as part of the Richmond World Festival in 2016. The applicant has a strong track record working effectively with local artists and cultural groups and by bringing together a diversity of cultural groups and disciplines, facilitates a cross-pollination of audiences. A significant percentage of the budget goes directly to artists. The applicant is encouraged to continue to program a significant proportion of Richmond-based artists and is advised to place greater scrutiny on the financial reporting.	25

Organization	Most Recent City Grant (2015)	2016 Request	2016 Recommend	Comments	Pg
Canadian YC Chinese Orchestra Association	\$ 4,550	\$ 5,000	\$ 5,000	Project Assistance is recommended for this popular and high-quality concert featuring music from Chinese popular culture played on Chinese musical instruments. This concert continues to provide a large-scale showcase for the orchestra's novice and experienced musicians to perform together. The applicant is encouraged to place greater diligence in grant reporting and budget details.	28
Richmond Art Gallery Association	\$ 5,000	\$ 4,000	\$ 4,000	Project Assistance is recommended for this innovative program to identify and mentor immigrant artists with free programs to introduce them to the Canadian art system. A vital initiative to nurture Richmond's multicultural visual arts scene within a largely expat Chinese community, this project is outside of the Gallery's normal operations and fulfills an important role towards community-building and supporting the professional development of Richmond artists.	31
Vancouver Tagore Society	\$ 3,920	\$ 4,350	\$ 4,250	Project Assistance is recommended for this established diverse multicultural and multidisciplinary festival that attracts capacity audiences and continues to have a healthy mix of community and professional artists in its programming. The applicant is encouraged to upgrade their marketing materials and continue to work towards diversifying their revenue sources.	33
PROJECT ASSISTANCE SUBTOTAL		\$32,150	\$ 31,497		

OPERATING ASSISTANCE		
SUBTOTAL	\$ 76,300	\$ 76,000
PROJECT ASSISTANCE	\$ 31,497	\$ 31,497
SUBTOTAL	\$ 31,497	\$ 31,497
COMBINED TOTAL	\$108,450	\$ 107,497

2016 Arts and Culture Grants Recommendations Summary

OPERATING ASSISTANCE	
Organization	2016 Recommend
Richmond Music School Society	\$ 10,000
Richmond Community Band Society	\$ 2,900
Richmond Arts Coalition	\$ 9,950
Richmond Community Orchestra and Chorus Association	\$ 10,000
Cinevolution Media Arts Society	\$ 10,000
Textile Arts Guild of Richmond	\$ 3,400
Community Arts Council of Richmond	\$ 9,750
Richmond Delta Youth Orchestra	\$ 10,000
Richmond Youth Choral Society	\$ 10,000
OPERATING ASSISTANCE SUBTOTAL	\$ 76,000

PROJECT ASSISTANCE	
Organization & Project	2016 Recommend
Richmond Singers	\$ 5,000
Tickle Me Pickle Theatre Sports Improv Society	\$ 5,000
Philippine Cultural Arts Society of BC	\$ 4,447
Vancouver Cantonese Opera	\$ 3,800
Canadian YC Chinese Orchestra Association	\$ 5,000
Richmond Art Gallery Association	\$ 4,000
Vancouver Tagore Society	\$ 4,250
PROJECT ASSISTANCE SUBTOTAL	\$ 31,497

OPERATING ASSISTANCE SUBTOTAL	\$ 76,000
PROJECT ASSISTANCE SUBTOTAL	\$ 31,497
COMBINED TOTAL	\$ 107,497



Operating Assistance Application for 2016 Arts & Culture Grants Program

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

Society: Richmond Music School Society

Society Mandate Summary:

To conduct a school of music and offer programmes, to foster interest and participation in music...

Society History:

The Richmond Music School was established in February, 1980 as a non-profit organization dedicated to high standards in teaching music, both in private and class settings. Since that time it has come to enjoy a leadership position through Metro Vancouver for its many student performances and innovative programs. There are 29 teachers employed at the school as well as 5 advanced Junior teachers, 5 Junior teachers and 12 apprentice teachers. The school provides major concert opportunities for its students with faculty and professional performers, community performances, preparation for Royal Conservatory and Associated Board of the Royal Schools of Music examinations, master classes, below-cost group violin classes, a free children's orchestra, and professional development experiences for its apprentice and Junior teachers, who have their ARCT and/or LRSM certificates. Over 300 public performances are presented by students and faculty in Richmond and Metro Vancouver each year, most of which are free to the public. The school continues with its twin objectives to pursue the highest artistic standards with its performances and teachers and to provide unique opportunities for children to get involved in music whose parents may otherwise find the cost prohibitive. Musical instruction is available for all ages and financial background..

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$406,700

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$7,945	Operating Assistance
2014	\$7,200	Operating Assistance
2013	\$10,000	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$385,775	\$407,564
Total Expenses:	\$399,300	\$407,564
Surplus:	(\$13,525)	\$1
Accumulated Surplus:	\$1	\$1

Operating Assistance Application for 2016

Richmond Music School Society

Summary Page 2

Other Funders: Outreach Violin Program \$44,290

GRANT RECOMMENDATIONS

Recommended Amount: \$10,000

Aggregate Score: 46.8

Recommendation:

Operating Assistance is recommended for this leading organization that is dedicated to high calibre music education for young people, provides concerts year-round in the community and strives to be accessible to all income levels. The applicant is encouraged to consider strategic planning to address long-term goals as well as the self-identified challenges of space and desire for increased business partnerships.

Society: Richmond Community Band Society
Society Mandate Summary:
Mandates:

To provide Richmond - focused musical concerts for the public,

Promote music in local schools via joint concerts and; Provide an outlet for the musical aspirations of our members.

Society History:

Our band was started in 1973 by Richmond's Branch 5 of the Royal Canadian Legion. The Legion fully supported the band 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 the Richmond Community Band Society. Throughout these name changes the band retained the same musical focus. Rehearsals are held every Monday evening from 8 to 10 pm in the Murdoch Centre, space rented from Brighthouse United Church. Our music director is Bob Mullett, a local professional musician.

Our role in Richmond is to provide a varied series of musical events by improving the skills of our members at rehearsals, most of whom are seniors resident in Richmond. These regularly include the Remembrance Day ceremonies at the City Hall, the July 1st Canada Day parade in Steveston, the Ladner Band Fest, and an annual (for 30 consecutive years) ticketed concert at the Gateway Theatre. We also have performed at various seniors' residences, the Minoru Seniors' Centre, Aberdeen Shopping Mall, the Steveston Fish Cannery, the Britannia Heritage Shipyard and Westwind Elementary School. In the summer we present outdoor concerts in Richmond parks.

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. A few years earlier the band toured England and Scotland.

GRANT REQUEST

Requested Amount: \$2,900

Society Operating Budget: \$13,894.62

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$2,860	Operating Assistance
2014	\$2,900	Operating Assistance
2013	\$3,600	Operating Assistance

FINANCIAL SUMMARY

Operating Assistance Application for 2016

Richmond Community Band Society

Summary Page 2

Most Recently Completed Year

Proposed Year

Total Revenue:	\$13,894.62	\$16,425
Total Expenses:	\$13,839.93	\$13,250
Surplus:	\$54.69	\$2,175
Accumulated Surplus:	\$16,476.71	\$3,100

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$2,900

Aggregate Score: 45.3

Recommendation:

Operating Assistance is recommended for this well-established, volunteer-run organization that provides professional direction to amateur musicians and delights audiences at various community events throughout the year. The applicant is to be commended for increasing its membership and growing its program of concerts. It is also strongly encouraged to invest their considerable accumulated surplus into the organization.



Operating Assistance Application for 2016 Arts & Culture Grants Program

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

Society: Richmond Arts Coalition

Society Mandate Summary:

To promote, support, and advocate for the Arts in all their various forms within in Richmond, BC..

Society History:

In 2004, the City developed a formal plan to strengthen its arts community which resulted in the formation of the Richmond Arts Coalition (RAC). In 2008, the City endorsed a "2010 Arts Plan" identifying RAC as the organization responsible for bringing local artists & arts organizations together & leading in the development & advocacy of local community arts & culture. RAC has partnered with the City on the annual Arts Awards & on three Art Symposiums & provides substantial grants to the annual Maritime Festival to support hiring of local artists. In 2013, RAC established an endowment fund with the Richmond Community Foundation to support the Arts Awards & scholarships for Arts students. RAC compiles a monthly list of Arts Events for publication by the local papers & Tourism Richmond. The events are listed on the RAC website & social media & emailed to 300+ subscribers. A 2013 Outreach Project gathered surveys from the Arts & general public on Arts issues in Richmond, which was shared with the City. A 2014/15 Outreach Project gathered numerous ideas for promoting closer connections between Arts and Business. RAC hosted ArtRich 2015 at the Richmond Art Gallery from July 17 – Aug 15, 2015, which showcased 49 local artists and brought 1627 visitors to the Gallery. RAC hosts a weekly "member feature" on its website.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$41,800

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$3,970	Operating Assistance
2014	\$3,750	Project Assistance
2013	\$3,600	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$36,101.73	\$41,800
Total Expenses:	\$35,157.87	\$41,800
Surplus:	\$943.86	\$0.01
Accumulated Surplus:	\$3,002.83	\$3,002.83

Operating Assistance Application for 2016

Richmond Arts Coalition

Summary Page 2

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$9,950

Aggregate Score: 45.3

Recommendation:

Operating Assistance is recommended in order to support the increased capacity of this volunteer-led service organization for Richmond artists and arts organizations. The applicant is commended for embarking on the process of strategic planning and for its plans to hire a part-time administrator. It is also encouraged to build upon the success of last year's ArtRich exhibition with its related increase in membership and profile.

Society: Richmond Community Orchestra and Chorus Association

Society Mandate Summary:

"To be leaders in music education and training for musicians in the Richmond community and to make exemplary contributions to the rich cultural scene of Richmond".

Society History:

In 1986 a small group of Richmond musicians came together to make music in their community. The impetus came from local music teacher, George Austin, who approached Richmond Leisure Services with the idea for a local orchestra and chorus. The result was the establishment of the Richmond Community Orchestra and Chorus Association with an orchestra and a chorus under one administration. The two groups rehearse and perform both separately and together, and present up to six formal concerts per year.

The chorus has had only two conductors since its inaugural year: Len Lythgoe and currently Brigid Coult. Orchestra conductors have included Peter Rohloff, Charles Willett, Wallace Leung, Lorraine Grescoe and Chris Robertson. James Malmberg is the current conductor.

Special performances have included singing at the opening of the new International Terminal at YVR, performances on the Main Stage and Captain's Ball of the Tall Ships Festival 2002. March 2006, the Chorus sang at New York's famed Carnegie Hall and in October 2009 sang with the Xiamen Philharmonic Orchestra under the direction of Zheng Xiaoying which was arranged by Richmond's Sister City Committee. In 2010 the chorus had the privilege of singing the official Olympic Torch Anthem as part of the ceremonies at the O-Zone and in 2011 sang for the Richmond Library's Lest We Forget. Trumpeter Brandon Ridenour, of the world famous Canadian Brass, performed with our orchestra at the first concert of our 2012/2013 season. The chorus's Christmas concert, Carols and Lullabies of the Southwest, will be enhanced by the presence of three well-known local professional musicians featuring Ed Henderson. The orchestra had the honour of accompanying Chantal Kreviazuk at the Richmond Hospital Foundations 15th Annual Gala. 2012 also saw the launching of the orchestra's educational outreach program where we bring the music to the schools along with a lesson program provided to them prior to the performance.

GRANT REQUEST

Requested Amount: \$10,000

Society Operating Budget: \$130,550

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$10,000	Operating Assistance
2014	\$8,790	Operating Assistance
2013	\$10,000	Operating Assistance

Operating Assistance Application for 2016

Richmond Community Orchestra and

Summary Page 2

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$127,063
Total Expenses:	\$120,100
Surplus:	\$24,417
Accumulated Surplus:	\$24,417
Other Funders:	BC Gaming \$25,000

GRANT RECOMMENDATIONS

Recommended Amount: \$10,000

Aggregate Score: 48.0

Recommendation:

Operating Assistance is recommended for this well-established organization that involves a varied range of music artists, reaches diverse audiences, provides music education to elementary students and partners with a number of charitable organizations as well as other Richmond-based performing arts groups. The applicant also maintains a healthy organizational structure, demonstrates apt planning and financial management and is to be supported in its aspirations toward continual self-improvement through planning and professional development.

Society: Cinevolution Media Arts Society**Society Mandate Summary:**

Based in Richmond, BC, Cinevolution decentralizes arts and provides new platforms for connecting artists and academics to the community. Through exhibitions, forums, workshops and innovative projects, Cinevolution is committed to bringing contemporary migrant experiences into the global conversation through film and media arts, and stimulating new ideas and creativity.

Society History:

Founded in 2007 by a group of Pan Asian filmmakers, artists and community activists, Cinevolution Media Arts Society is a progressive, community-driven film and media arts organization based in Richmond. As the Professional Resident Art Group in the Richmond Media Lab, Cinevolution acts as a leading voice for newcomer communities while promoting independent films, interdisciplinary artistic practice and critical discourse on diversity and differences. Recognized for its excellence in volunteerism, Cinevolution received the Nova Star award from Volunteer Richmond in 2013. In 2012, they were awarded the Richmond Arts Award for Artistic Innovation for excellence in artistic programming.

Our work supports the City Council's goals for Arts and Culture by:

1. Stimulating innovative creation and new ideas - As the only media arts organization in Richmond, for the past years, Cinevolution has showcased a lot of cutting edge films and new media art works. Events like the Digital Carnival, Art in Containers, Screen Bites, and the Featured Artist Program strive to fuse the digital technology with the natural, urban, and cultural landscape of Richmond, taking it as a 3-dimensional canvas which can be reinterpreted through the lens of artistic and creative creation (e.g. multimedia projections, live performances, public art installations, etc).
2. Engaging citizens across generations and cultures - Our signature events, such as Your Kontinent Festival, DocuAsia Forum, and round community activities such as Media Cafe and Youth Media Outreach are intergenerational and multilingual, and have successfully engaged community members of all ages and cultures.
3. Fostering critical discourse and international cultural exchange through bringing international films and artists to the community.
4. Increasing the community media literacy by providing well planned, affordable and accessible educational programs, such as Community Digital Storytelling Workshops.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$88,668

Operating Assistance Application for 2016

Cinevolution Media Arts Society

Summary Page 2

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$9,530	Operating Assistance
2014	\$3,640	Project Assistance
2014	\$8,790	Operating Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Total Revenue: \$55,768

Total Expenses: \$55,767

Surplus: \$1

Accumulated Surplus: \$1

Proposed Year

\$125,450

\$125,450

\$1

\$1

Other Funders: BC Gaming, Metro Vancouver, BC Arts Council: \$54, 000,
Canadian Heritage \$36,900

GRANT RECOMMENDATIONS

Recommended Amount: \$10,000

Aggregate Score: 48.0

Recommendation:

Operating Assistance is recommended for this accomplished society that presents year-round, progressive and high quality programs about "contemporary migrant experiences" that employ professional artists and reach audiences that include youth, new immigrants and emerging artists. The applicant is to be commended for using the previous year to plan, renew and self-reflect, and for its consistently diverse, innovative programming in conventional and non-conventional settings, strong community partnerships and increased administrative capacity.

Society: Textile Arts Guild of Richmond**Society Mandate Summary:**

- 1) Advancing textile arts creation by our members
- 2) Producing items requested by community partners
- 3) Maintaining an environment that provides artistic development and social support to our guild members.

Society History:

TAGOR was formed in 1975. From 1976 to 1988 our Guild focused on educational workshops and speakers as many products, tools and machines were changing at this time in the textile arts field. TAGOR offered eight major public exhibitions either by ourselves or in Use Group Shows. Community projects in these years included quilts to mark Richmond's 1979 Centennial and Expo '86.

The early 1990's saw the Guild based in several locations while the new Cultural Centre was being built. Specialized lighting and electrical outlets in the Textile Arts Studio were purchased by TAGOR when the new Cultural Centre opened in 1993.

As the focus of the Richmond Art Gallery shifted from local arts groups to a national and international base, our costs for mounting shows rose dramatically. Still, TAGOR hosted exhibition in 2000, 2002, 2006 and 2008.

From 2000 to 2010 TAGOR members wanted to do more community work and began actively searching for local organizations to help. We created quilts auctioned to support the Canadian Breast Cancer Foundation in 2005-06. In December 2010 the TAGOR website was launched and that same month, TAGOR won the Constellation Award from the Richmond Volunteer Bureau.

In 2011-12, over 70 quilts for the Japanese Tsunami victims were created and sent by TAGOR members. In 2012, the YouTube Video "How to Make a Quick Caring Quilt" was created and TAGOR began its partnership with the City of Richmond Parks Department and Tourism Richmond in the creation sale of utility bags made from Richmond City Street Banners.

In 2012-13, TAGOR launched and successfully completed its 100 Quilt Challenge for Lion's Manor and won a People First Award from the Vancouver Coastal Health Authority for this project. February 2015 marks TAGOR's 40th year of operation.

GRANT REQUEST

Operating Assistance Application for 2016

Textile Arts Guild of Richmond

Summary Page 2

Requested Amount: \$3,400

Society Operating Budget: \$13,400

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$3,710	Operating Assistance
2014	\$3,500	Operating Assistance
2013	\$5,600	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$16,183	\$11,400
Total Expenses:	\$13,561	\$11,400
Surplus:	\$2,622	\$1
Accumulated Surplus:	\$13,293	\$9,000
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$3,400

Aggregate Score: 45.0

Recommendation:

Operating Assistance is recommended for this long-standing organization that forwards textile arts as a means of creative expression, social engagement and charitable giving. The applicant is encouraged to invest their considerable accumulated surplus into the society and to work on marketing and outreach strategies to increase exposure and participation.

Society: Community Arts Council of Richmond
Society Mandate Summary:

To provide & broaden opportunities for citizens of all ages to participate in, and benefit from the creative arts. Including, but not limited to, supporting & exploring new avenues to provide workshops, public events, classes, exhibitions, performances & special programs.

Society History:

An active advocate for the arts since 1970 we have many accomplishments including raising significant funds to build both the Gateway Theatre and the Richmond Cultural Centre. Over the many years we have held numerous classes, workshops, exhibitions, events and performances, given out scholarships & grants to other arts organization. As a federally & provincially registered Charity we are able to issue tax receipts for donations and use this fact to do fundraising for various events. When we began this odyssey of supporting and promoting the arts there were very few other groups that were registered as a society. In addition we were the only arts organization without a particular affiliation with a specific art discipline, rather we supported ALL types of

the creative arts. Times, needs and abilities change and we have changed too. Many groups are now better able to fend for themselves, however we still feel it is imperative that we "speak" for the arts and artists, encourage all to participate, use art to build bridges and overcome difficulties. We spend our funds frugally and choose programs and projects that we feel will benefit the highest number of the population including non-artists and artists alike. Our events are held in Richmond and wherever possible we do our best to invite Richmond artists first and the rest of Metro Vancouver and BC latterly. Richmond is our home base and we encourage everyone to come and experience the arts & culture in Richmond when we hold our events and on our website, which is once again being improved, updated and will have a place for any events not produced by us to be listed on a special arts & culture calendar of events.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$62,125

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$8,475	Operating Assistance
2014	\$7,700	Operating Assistance
2013	\$9,100	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	
\$62,125	\$52,031

Operating Assistance Application for 2016

Community Arts Council of Richmond

Summary Page 2

Total Expenses:	\$58,005	\$52,031
Surplus:	\$4,120	\$1
Accumulated Surplus:	\$4,120	(\$1)
Other Funders:	BC Gaming \$10,000, BC Creative Communities \$7,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,750

Aggregate Score: 43.0

Recommendation:

Operating Assistance is recommended for this long-standing organization and their initiatives to strengthen arts participation in the community. The applicant is encouraged to continue to work in partnership with other arts groups, building upon the success of the Cloth, Clay and Canvas exhibition. It is also hoped that continued strategic planning will address the self-identified challenges of board fatigue and decreasing membership.



Operating Assistance Application for 2016 Arts & Culture Grants Program

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

Society: Richmond Delta Youth Orchestra

Society Mandate Summary:

The RDYO provides professional orchestral preparation for young musicians aged 8 to 25.

Society History:

The Orchestra first began rehearsals in September, 1971 in Ladner. With the support of approximately forty players, Harry Gomez formed the Orchestra and became its Conductor and Music Director. The Orchestra first performed at an open rehearsal for Mayor Dugald Morrison at the Ladner Community Centre later that year. Throughout the 1970s and 1980s, the Orchestra underwent tremendous growth, attracting young players from Richmond and the rest of the Lower Mainland. It continued its mission as an orchestral preparation program led by highly qualified musical staff. In 2013, recognizing that the majority of its young musicians are residents of Richmond, the Orchestra officially changed its name to Richmond Delta Youth Orchestra. Since our move to Richmond, our enrolment has almost doubled. The Orchestra currently includes 141 young performers in seven divisions: Symphony, Senior Strings, Intermediate Strings, Junior Strings, Senior Winds, Junior Winds, and Chamber Music divisions. Each year the RDYO performs numerous outreach concerts in Richmond, including (in 2015) at Culture Days, the Richmond Art Gallery, the Richmond Cultural Centre, the annual Richmond Maritime Festival, the Salmon Festival, and Aberdeen Centre. The RDYO is a vibrant and growing part of Richmond's cultural landscape.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$159,620

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$5,000	Project Assistance
2014	\$2,860	Project Assistance
1994	\$0	Parks, Rec and Community Events

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$151,942	\$164,950
Total Expenses:	\$147,332	\$163,950
Surplus:	\$4,610	\$1,000
Accumulated Surplus:	\$26,750	\$27,750

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$10,000

Aggregate Score: 48.5

Recommendation:

Operating Assistance is recommended for this well-established, forward-thinking orchestra that provides high quality music education and performance opportunities for youth ages 8-25. The society is to be commended for engaging in regular five-year strategic planning, and recognizing the need to increase administrative capacity and to seek diversification of funding sources. Its strong engagement with the Chinese-speaking community and media is also especially noteworthy.



Operating Assistance Application for 2016 Arts & Culture Grants Program

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

Society: Richmond Youth Choral Society

Society Mandate Summary:

To provide the children of Richmond an excellent choral music education and prestigious performance opportunities. Our desire is to enrich their lives and nurture them through music to become proud community contributors and builders of our city's multicultural atmosphere.

Society History:

In 2000, a choir of 75 elementary school voices from across our city formed under the direction of 3 Richmond teachers, Lorraine Jarvis, Catherine Ludwig and Lyn Wilkenson. This choir was formed to sing at the BC Music Educators Conference. These teachers continued a Richmond School District Choir (Richmond Elementary Honour Choir) for 2 years. With school district cut backs, Lorraine, Catherine and parents created the Richmond Youth Choral Society in 2002. Membership began with 45 singers. By October 2003, a Secondary Choir was added at the request of Elementary Choir graduates. Concerts were arranged to feature the skills of the RYHC singers at many community and charitable events. By the 2009-10 season of the RYHC, the choirs were recognized as a premiere group within our city. In our 12th season we launched our 3rd choir, the Prelude Choir for children 5 - 8 years of age. Performance highlights include 2010 Olympic performances, Unisong in Ottawa, joint performance with the Philharmonic Orchestra from our sister city, Xiamen, China, performing with and hosting the Wakayama Children's Choir from our sister city, Wakayama, Japan and this past spring, returning the visit to Wakayama and representing Richmond there. In 2013 we commissioned "Listen to the Music" by Timothy Corlis and premiered it with the VYSO. It was received with a standing ovation. Since then we have worked with other composers like Larry Nickel and Iman Habibi. Recently we participated in "World Beat" with international conductor Henry Leck. For our 15th Anniversary season we are planning a year of celebration including inviting the Richmond and Delta Youth Orchestra to premier another new commission partnering with Timothy Corlis once again!

GRANT REQUEST

Requested Amount: \$10,000

Society Operating Budget: \$66,779

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$10,000	Operating Assistance
2014	\$8,790	Operating Assistance
2013	\$9,900	Operating Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Total Revenue: \$68,128

Proposed Year

\$71,540

Operating Assistance Application for 2016

Richmond Youth Choral Society

Summary Page 2

Total Expenses:	\$66,779	\$71,075
Surplus:	\$1,349	\$465
Accumulated Surplus:	\$1,349	\$465
Other Funders:	BC Gaming \$4,200	

GRANT RECOMMENDATIONS

Recommended Amount: \$10,000

Aggregate Score: 48.0

Recommendation:

Operating Assistance is recommended for this growing and energetic organization that offers accessible high quality choral music education for children and opportunities for them to perform in Richmond and beyond. The applicant is well-organized with a devoted board and volunteer roster and is seeking corporate partners and other funders to help them move towards industry standards of staff compensation. The applicant remains encouraged to plan for sustainability to address the potential for staff burnout and succession.

Society: Richmond Singers

Project Name: The Richmond Singers and The Richmond Singers Ensemble Spring 2016

Dates: Jan 2016 to June 2016 with our major concert on May 28 plus 20 or more "sing-

Project Summary:

We have a joint concert planned with the Vancouver Welsh Men's Choir in our Spring 2016 Program. We are featuring "Canadiana" songs and will rehearse and hold workshops to learn new music and perform the concert at Bethany Baptist Church in East Richmond. The Richmond Ensemble has already received numerous bookings towards their Spring and Fall 2016 sing-outs. The Richmond Singers have also applied to the International Choral Kathaumixw festival in Powell River for July 2016.

Society Mission/Mandate:

THE RICHMOND SINGERS is a 55 voice women's choir and began performances in 1971. For the past 44 years this group has been directly involved in offering their musical gifts to the community. The purpose of the Society is "to sing, in harmony, a variety of music for the enjoyment of the members, as well as to give public and private performances for the listening pleasure of others".

Society History:

THE RICHMOND SINGERS is an adult ladies choir with 55 active members and 3 associates who have provided a choral presence in the community for over 44 years. The choir produces two – three major concerts per season often featuring local guest performers, children's choirs and accompanists. We are fortunate to have a faithful audience at our major concerts and we are also available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers. Our 15-member Richmond Singers Ensemble "sing out" at over 30 performances during the season at senior facilities, hospitals and daytime events, receiving little or no remuneration. They perform an interactive program that is very well received by the seniors and many places request them several times a year. We are the longest standing community choir in Richmond. We hold auditions in September and again in January if necessary. Membership to the choir is based on space availability and auditions are based on the ability to sing, read music and to blend your voice within our choir. Our multicultural members range in age from 20's - 70+. We sing a wide variety of music from classical, jazz, and spiritual to modern.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$33,752.5
Society Operating Budget:	\$53,285

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$4,240	Project Assistance

Project Assistance Application for 2016

Richmond Singers

Summary Page 2

2014	\$2,600	Project Assistance
2012	\$1,500	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Total Revenue:	\$59,464	\$53,285
Total Expenses:	\$53,030	\$53,285
Surplus:	\$6,434	\$1
Accumulated Surplus:	\$33,361	\$23,361

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$5,000

Aggregate Score: 48.0

Recommendation:

Project Assistance is recommended for the Spring concert series of this well-established, popular choir that pursues new partnerships with other choirs in the region and additional performance opportunities within Richmond and beyond. The applicant is to be congratulated for its faithful audiences, healthy membership, and extensive program of activities in the community including work with a stroke recovery group.

Society: Tickle Me Pickle Theatre Sports Improv Society**Project Name:** TMP Improv Season**Dates:** July 2016-June 2017**Project Summary:**

We wish to continue to provide and perform our brand of improv comedy for our 2016-2017 season. The TMP season includes weekly skill and team development practices, professional development for our performing artists, a large-scale charity event, private and community performances, and four performances at the Performance Hall at the Richmond Cultural Centre. In addition, the TMP troupe continually seeks to develop new ideas of how we can help bring the art of improv to the Richmond Community, and openly seeks collaboration with individuals and groups from the community.

Society Mission/Mandate:

Tickle Me Pickle (TMP) is dedicated to providing affordable, family-friendly improvisational theatre that introduces Richmond residents to the enjoyment of the arts. We value improv as an art form that is both entertaining and enriching. Our chosen medium is one that brings communities together, projects positive attitudes, teaches a variety of skills and allows us to connect with a diverse audience in unique ways. We strive to provide shows and community programs that are available to patrons of all ages. In accordance with our status as a non-profit, these shows and community programs will be less financially burdensome than the average theatre production. Our goal is to maintain a troupe of talented performers who consistently produce quality improv shows. Moreover, TMP fosters the talents of our members and provides opportunities for professional growth in terms of performance, management, and technical theatre skills. All TMP shows will be accessible to audiences of any culture, background, gender, ability, economic class or ideology. Any member of the public will feel welcome and included, and our comedy will be consistent with good taste.

Society History:

Born out of volunteerism, collaboration and innovation, TMP started out as a one-off event for Youth Week in the year 2000. Members of the "Pickle Volunteer Crew" recognized an absence of improvisational theatre in the Richmond community and decided to start up a troupe of youth and young adults who would study, practice and perform the art of improvisational comedy. The Crew soon discovered that there was a healthy appetite for improv, as TMP attracted young artists who were eager to learn and perform improv, and saw a wide range of audience members flock to our events. The concept of TMP Improv has grown, as we have developed improv classes for youth, leadership workshops, high school tournaments, opportunities for volunteerism, private for-hire shows, a regular presence at local charity events, a yearly series of affordable and family-friendly community shows, and an annual charity event of our own. This event, Laughter is the Best Medicine, will be celebrating its tenth year this season. Now navigated primarily by our core of 8 young adult artists, TMP promotes through our website (www.tmpimprov.com), our Twitter account, our Facebook group of over 500 members, and Pickle Jar email membership. Over our fifteen years in existence, TMP has garnered a following by performing for audiences large and

Project Assistance Application for 2016

Tickle Me Pickle Theatre Sports Improv Society

Summary Page 2

small in various venues across the lower mainland as well as forming partnerships with other non-profit organizations, recreation clubs, various other improv troupes, the Richmond School District as well as Centres and performance spaces throughout the City of Richmond.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$11,772
Society Operating Budget:	\$11,700.6

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$5,000	Project Assistance
2014	\$4,160	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Total Revenue:	\$10,784.33
Total Expenses:	\$11,145.06
Surplus:	(\$360.73)
Accumulated Surplus:	(\$138.54)

Proposed Year

\$11,700.6
\$11,772
(\$71.4)
(\$209.94)

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$5,000

Aggregate Score: 41.0

Recommendation:

Project Assistance is recommended for this entertaining, award-winning group's TMP Project Season that will continue to engage youth, adults and families with unique and accessible theatrical experiences. The Society is to be commended for their annual sold-out charity event and expanded promotional strategy. The applicant is encouraged to continue to increase the group's exposure and diversify their revenue sources.

Society: Philippine Cultural Arts Society of BC**Project Name: "Recuerdos" (Memoirs) - A Mosaic of Philippine Dance and Music****Dates: July 9, 2016****Project Summary:**

Our showcase, titled "Recuerdos" (Memoirs) is a collection of memories of Philippine culture. We will be presenting this Philippine story with a mosaic of dance and music at the Richmond Gateway Theatre on July 9, 2016. In preparation for this event, we encourage new participants of all ages to join along side current performers to learn about traditional dance and music through workshops PhilCAS will lead. We invite residents of Richmond and the lower mainland to witness the beauty of Philippine culture through our workshops and in our showcase "Recuerdos".

Society Mission/Mandate:

- To educate, inform and enrich people residing in North America of the traditions and culture of the Philippines, in particular those people 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:

Tonette & Nes Gatus came to Canada mid-1997 bringing with them a wealth of knowledge and experience in the field of Filipino traditional dancing and music. They envisioned that Filipino-Canadian youth should be given the opportunity to discover their heritage through dance and music. It was through this vision that in 2000 the couple was able to share to the local community the beauty of our culture which has long been ignored. This was the beginning of the Philippine Cultural Arts Society of BC. The society started off as a small group of 10 young Filipino-Canadians using the backyard of Tonette & Nes' house whose main interests were to discover their roots. Tonette's high standards of training are reflected each time her dancers are invited to perform whether at a theatre, multicultural festival or private event. Over the years, it has become the sincere wish of PhilCAS' young members to spread the beauty of their Philippine heritage. It is the desire that fuels the consistent professionalism and excellence that is exhibited in the culturally diverse region of the Lower Mainland. This has further strengthened the concept of harmoniously existing with the various multi-cultural sectors in the community. PhilCAS will continually educate our community of the traditions and culture of the Philippines, in particular those of Filipino birth, ancestry, or affiliation. We hope this will provide our members with a sense of community and help them better understand their own heritage and culture. PhilCAS role in Richmond is geared towards providing awareness to Richmond residents the richness of multiculturalism through various art forms. Today, both youth & adults make up the Board of Directors, but PhilCAS cannot solely be attributed to its directors and members. Without the support of parents, local businesses, the City of Richmond and the Multicultural organizations across BC, PhilCAS would not hold its place as one of the premier folk dance groups in BC.

Project Assistance Application for 2016

Philippine Cultural Arts Society of BC

Summary Page 2

GRANT REQUEST

Requested Amount: \$5,000
Project Budget: \$21,385
Society Operating Budget: \$9,800

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$2,970	Project Assistance
2014	\$3,120	Project Assistance
2013	\$2,100	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$4,843.76	\$9,800
Total Expenses:	\$16,410.86	\$9,800
Surplus:	(\$11,657.1)	\$0.01
Accumulated Surplus:	\$1,987.31	\$1,987.31

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$4,447

Aggregate Score: 41.0

Recommendation:

Project Assistance is recommended for this annual large-scale showcase that will increase the profile of Filipino performing arts in Richmond and provide a vital performance opportunity for the society's multi-generational dancers and musicians. The applicant is encouraged to seek community partnership opportunities, consider working with other artists and increase their profile through marketing efforts. In future, the project budget should including diverse funding sources and more diligent financial accounting.

Society: Vancouver Cantonese Opera**Project Name: Multicultural Heritage Festival****Dates: September 3-4, 2016 (Saturday & Sunday)****Project Summary:**

Celebrate and build awareness of Canadian Multicultural heritage, foster and create partnerships within the community build inclusivity and foster cultural awareness.

Society Mission/Mandate:

The mission of Vancouver Cantonese Opera is to present the unique traditional artform of Cantonese opera at the highest level to both Chinese and non-Chinese audience. We strive to collaborate with our stakeholders to meet the fundamental need for spiritual and aesthetic satisfaction and richness in our lives.

OUR ARTISTIC VISION & ORGANIZATIONAL OBJECTIVES

- 1) Artistic excellence – creates high quality works; maintain high standards and creative excellence from all performers.
- 2) Education – Provide educational seminars/workshops to the community and schools to broaden the reach, appreciation and understanding of Cantonese opera.
- 3) Accessible, affordable & entertaining performances for the public
- 4) Provide employment opportunities to Cantonese opera artists, musicians and technicians.

OUR MISSION is to preserve and promote Cantonese opera in Canada. With our mandate, we strive to collaborate with other artists to enrich the colorful landscape of the Multicultural policy of Canada. The goals of the project are to foster and create partnerships within the community; to enrich the cultural wealth of Canada; to celebrate and build awareness of Canadian Multicultural culture.

Society History:

The Vancouver Cantonese Opera was incorporated on June 30th, 2000 as a non-profit organization. On February 23rd, 2005, Vancouver Cantonese Opera was designated as a charitable organization by the Canada Revenue Agency.

For the past 14 years, the Vancouver Cantonese Opera has collaborated with international and

Project Assistance Application for 2016

Vancouver Cantonese Opera

Summary Page 2

local artists to create high calibre and engaging Cantonese opera works that have reached audiences in Vancouver, Richmond and Surrey. As we grow artistically and organizationally we continually offer a range of outreach and audience building activities that have included singing/performance technique classes, free singing sessions with seniors and children/youth opera classes and workshops on how to appreciate and understand the art form of Chinese opera. In addition to our annual performances, we have performed at numerous community festivals, multicultural events as well as being one of the official selected partners of the Vancouver Cultural Olympiad. We are a supported company of the Canada Council's Stand firm Network. Plus we collaborate with many stakeholders and local partners as we strive to promote Cantonese Opera and Chinese Canadian heritage throughout the Lower Mainland.

Vancouver Cantonese Opera has been offering Cantonese Opera singing and performance technique classes in Richmond since 2005, and participated in various multicultural events in Richmond community and senior homes.

In 2014 we were invited to do a workshop presentation at the FCCBC (B.C. Families with children from China). We were invited to perform at a fundraising gala at the Cumberland Museum at the City of Cumberland, B.C.

On June 29th, 2013, we presented our annual "Multicultural Heritage - Music & Movement" Festival at the Richmond Cultural Arts Centre, with an estimated attendance of 800 people. We celebrated cultures from China, Japan, India and Ukraine.

GRANT REQUEST

Requested Amount:	\$3,800
Project Budget:	\$33,800
Society Operating Budget:	\$104,555

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$5,000	Project Assistance
2014	\$3,850	Project Assistance
2013	\$3,000	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Project Assistance Application for 2016

Vancouver Cantonese Opera

Summary Page 3

Total Revenue:	\$143,315	\$1,045,555
Total Expenses:	\$154,614	\$103,555
Surplus:	(\$11,299)	\$1,000
Accumulated Surplus:	\$58,789	\$59,789

Other Funders: Canadian Heritage \$5,000, BC Gaming \$5,000

GRANT RECOMMENDATIONS

Recommended Amount: \$3,800

Aggregate Score: 46.5

Recommendation:

Project Assistance is recommended for the fourth annual Multicultural Heritage Festival in Richmond which will be presented as part of the Richmond World Festival in 2016. The applicant has a strong track record working effectively with local artists and cultural groups and by bringing together a diversity of cultural groups and disciplines, facilitates a cross-pollination of audiences. A significant percentage of the budget goes directly to artists. The applicant is encouraged to continue to program a significant proportion of Richmond-based artists and is advised to place greater scrutiny on the financial reporting.

Society: Canadian YC Chinese Orchestra Association**Project Name:** Canada YC Chinese Orchestra Concert July 2015**Dates:** July 4, 2015**Project Summary:**

The coming concert in 2016 will feature on the music adapted and rearranged from the theme music of "Street Angel", a very popular old movie from China in the 40's. Again the concert consists of ensembles, voice solo, choir, instrumental solo as well as the full orchestra.

Society Mission/Mandate:

Founded in 2010 as a non-profit organization, The Canadian YC Chinese Orchestra Association is dedicated to the promotion of Chinese music by performing to the public in the City of Richmond and Greater Vancouver area.

The Canadian YC Chinese Orchestra Association (CYCCOA) is a non-profit organization established in 2010 by a group of Chinese traditional music enthusiasts. Our members include professional and amateur musicians trained in Asia as well as Canada.

As a new cultural member of the Greater Vancouver area, we strive to share our feeling and experiences in this new environment through the production of Chinese instrumental concerts or performances.

Our board of directors hosts monthly meetings to plan for upcoming performance schedules, recruitment as well as deciding on the future of the association. The orchestra has a scheduled rehearsal once every week, and which is composed of 30 plus musicians playing stringed, plucked, woodwind, and percussion instruments.

The Orchestra is deeply rooted in the Chinese cultural heritage. Its performance format and repertoire include both traditional Chinese and contemporary music.

Society History:

Project Assistance Application for 2016

Canadian YC Chinese Orchestra Association

Summary Page 2

orchestra, smaller ensembles, as well as solo performances.

Since 2012, the orchestra has registered as the first music group Artist in resident 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. 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 at each summer at the Richmond Cultural centre and our performance of "O Canada" with our own instruments was welcome by the audiences as well as Government officials.

For the last 4 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, cultural events, festivals, and celebrations across our community.

As an artist in resident of the Richmond Cultural Center, we participate actively in the Cultural events in our community.

In May 2014, we have a joint concert "Ocean Home Town" with City of Richmond. With Cultural Grants from the City of Richmond in the last two years, we have been able to produce a large scale concert at The Richmond Gateway Theatre. In fact, the two concerts were big success and we had full house of over 500 audiences each time.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$27,300
Society Operating Budget:	\$25,500

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$4,550	Project Assistance

Project Assistance Application for 2016

Canadian YC Chinese Orchestra Association

Summary Page 3

2014	\$4,160	Project Assistance
2005	\$1,000	Parks, Rec and Community Events

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$32,909.12	\$25,500
Total Expenses:	\$32,288.45	\$25,300
Surplus:	\$620.67	\$200
Accumulated Surplus:	\$620.67	\$820

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$5,000

Aggregate Score: 46.0

Recommendation:

Project Assistance is recommended for this popular and high-quality concert featuring music from Chinese popular culture played on Chinese musical instruments. This concert continues to provide a large-scale showcase for the orchestra's novice and experienced musicians to perform together. The applicant is encouraged to place greater diligence in grant reporting and budget details.

Society: Richmond Art Gallery Association**Project Name:** Mentorship Program for Richmond Immigrant Artists**Dates:** March - October 2016**Project Summary:**

Over 60% of our municipal population is made up of residents who have immigrated to Richmond, with a large percentage coming from China. From these statistics and from the inquiries we receive at the Gallery we believe many Richmond immigrant artists do not engage with the Gallery. Our aim is to identify and provide social and mentorship opportunities for this audience. With funding from this Project Grant, we will offer a free series of programs, which will serve as an introduction to the Canadian art system, and provide opportunities for networking and mentorship in portfolio development.

Society Mission/Mandate:

The only public gallery in Richmond, the RAG's mandate is to exhibit, preserve and promote contemporary visual arts, and support visual artists in the public presentation of their work. Through exhibitions, publications, educational programming, collections, and significant partnerships, the Richmond Art Gallery provides opportunities for the enrichment of life in Richmond while serving the contemporary arts community in Canada.

Society History:

The Richmond Art Gallery opened its doors in 1980, obtained non-profit charitable status in 1987, and in 1992 moved to its present location in the Richmond Cultural Centre. 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 over 400 works. To date, the Gallery has presented more than 1500 exhibitions of contemporary art. The gallery is open free to the public seven days a week. Education and outreach programs operate year round and include the School Art Program, Family Sunday Program, Artist Talks and Tours, and Artist workshops. A corps of volunteer guides offer tours in English and Mandarin, while Gallery attendants welcome and orient visitors to the current exhibitions daily. The School Studio 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 serves the citizens of Richmond, the Greater Vancouver Regional District, the Gulf Islands and the Lower Mainland, as well as visitors from other parts of the province, national and international tourists. The Gallery is well respected regionally and nationally for its quality programming and publications and for its excellence in art education.

GRANT REQUEST

Requested Amount:	\$4,000
Project Budget:	\$8,000
Society Operating Budget:	\$214,623

MOST RECENT PREVIOUS GRANT(S)

Project Assistance Application for 2016

Richmond Art Gallery Association

Summary Page 2

Year	Amount	Grant Program
2015	\$5,000	Project Assistance
2014	\$4,680	Project Assistance
2013	\$5,000	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Total Revenue:	\$197,434	\$214,623
Total Expenses:	\$168,191	\$213,717
Surplus:	\$29,247	\$906
Accumulated Surplus:	\$5,784	\$6,690

Other Funders: Metro Vancouver \$5,000

GRANT RECOMMENDATIONS

Recommended Amount: \$4,000

Aggregate Score: 46.7

Recommendation:

Project Assistance is recommended for this innovative program to identify and mentor immigrant artists with free programs to introduce them to the Canadian art system. A vital initiative to nurture Richmond's multicultural visual arts scene within a largely expat Chinese community, this project is outside of the Gallery's normal operations and fulfills an important role towards community-building and supporting the professional development of Richmond artists.

Society: Vancouver Tagore Society
Project Name: West Coast Tagore Festival 2016
Dates: September 11, 2016

Project Summary:

West Coast Tagore Festival is an annual event in its sixth year. The Festival, held at the Richmond Cultural Center with generous support from the City of Richmond, brings creative works, philosophy, visions and ideals of Nobel-laureate poet and world cultural icon Rabindranath Tagore to culturally and ethnically diverse communities. Multicultural artists of different age-groups present his poetry, songs, dances, dramas, paintings, etc. not only professionally, colorfully, vibrant and engaging way but also making them readily appreciable and assimilable by audience of different backgrounds.

Society Mission/Mandate:

The mission of Vancouver Tagore Society is to organize and promote social, cultural and intellectual events which celebrate diversity, intercultural harmony and universalism, and to raise awareness of Eastern

philosophies and cultures with special emphasis on and guided by universal humanism, transcendental spirituality, thoughts and philosophy of Rabindranath Tagore, Asia's first Nobel-laureate in Literature, as expressed through his poems, songs, writings, plays,

lectures, art, social reforms and other works. Additional mission includes engaging communities in intercultural

interactions and development of artists versed in ethnic cultures and heritage, particularly Bengali and South Asian. Guided by Tagore's vision of "confluence of cultures", the Society strives to provide a broad

platform for communities and artists/performers to gather together, reach across cultural boundaries and enrich local communities culturally and intellectually. The Society's mandate is to disseminate the profound message of peace, humanity and equality, and wonderfully rich creative works of Tagore to the communities in a way that is readily appreciable and assimilable.

Society History:

Vancouver Tagore Society was formed in mid 2011 to celebrate the 150th birth anniversary of great Bengali poet and visionary Nobel-laureate Rabindranath Tagore. On September 8, 2011, the Society organized the "150 Years of Tagore!" event with support from the City of Richmond and in partnership with World Poetry Richmond. Since its inception, it has organized a number of events, most of those were in the City of Richmond and engaging many Richmond artists. In 2012 and 2014, the Society with support from the City of Richmond, organized "An Afternoon of Bengali Poetry" on the Rooftop Garden of the Richmond Cultural Center. It organized the "West Coast Tagore Festival" every year since 2011 with a great success and support from the City of Richmond. Several Richmond artists, including playwright Simon Johnston, Camyar Chaichian, Dr.

Project Assistance Application for 2016

Vancouver Tagore Society

Summary Page 2

Sanzida Habib, Fred Gordo, Keya Ghosh, Maisha Haque, Adib Haque, and many others, took part in the event along with other performers of various ethnic background. The 2014 festival was held on September 5 and 6, 2014 with in-kind supports and \$3120 through the City's Arts and Culture Grant.

The 2015 festival will be held on December 20 with \$3920 through the City's Arts and Culture Grant. While the 2012 Festival was inaugurated by Councillor Linda McPhail, Festivals of 2013 and 2014 were inaugurated by the Mayor Malcolm Brodie. In 2014, the Society organized an event celebrating International Women's Day at the Richmond Councils Chambers. The same year, VTS organized a musical soiree at the Roundhouse Arts and Community Center. In 2015, VTS commissioned and organized "Shyama: A Bharat-Natyam Interpretation" at RHCC. The Society has also participated as contributing partner in events held in Richmond, including the Richmond Multicultural Heritage Festival, International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry (twice), Annual Literary Festival by WIN Canada, etc.

GRANT REQUEST

Requested Amount:	\$4,350
Project Budget:	\$15,350
Society Operating Budget:	\$20,100.29

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$3,920	Project Assistance
2014	\$3,120	Project Assistance
2013	\$3,000	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Total Revenue:	\$16,870.78
Total Expenses:	\$16,870.49
Surplus:	\$0.29
Accumulated Surplus:	\$0.29

Proposed Year

	\$20,100.29
	\$20,050
	\$50.29
	\$50.29

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount:	\$4,250
Aggregate Score:	45.3

Project Assistance Application for 2016

Vancouver Tagore Society

Summary Page 3

Recommendation:

Project Assistance is recommended for this established diverse multicultural and multidisciplinary event that attracts capacity audiences and continues to have a healthy mix of community and professional artists in its programming. The applicant is encouraged to upgrade their marketing materials and continue to work towards diversifying their revenue sources.

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.

The City's 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 contact:

Liesl Jauk, Cultural Development Manager
TEL 604-204-8672 E-MAIL ljauk@richmond.ca

Grant information and other information about our programs and services are available on the City website at www.richmond.ca/artists.

UPDATED FOR 2016: 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 on-going source of funding.

Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project is outside the scope of their normal operations.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact the Cultural Development Manager (contact info above) to discuss your proposal, confirm your eligibility and request approval to apply. Once approved, you may proceed with the application.

- The application form is available online at www.richmond.ca/citygrants
- Applications must be received on or before the submission date. 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, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year: an un-audited statement endorsed by two signing officers (with balance sheet and income statement, at minimum), review engagement or audit.
- 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
- Social Service, Religious, Political or Sports 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

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

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports their organization's mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Richmond. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of clear mandate, competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Richmond's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

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 City 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 City 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.)
- 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 are not eligible for support.

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 the 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.

Liesl Jauk, Cultural Development Manager
TEL 604-204-8672 E-MAIL ljauk@richmond.ca

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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 on-going source of funding.

Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project is outside the scope of their normal operations.

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/citygrants
- Applications must be received on or before the submission date. 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, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year: an un-audited statement endorsed by two signing officers (with balance sheet and income statement, at minimum), review engagement or audit.
- 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, jewellery, 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

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

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

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports the mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Richmond. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of clear mandate, competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Richmond's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

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.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Cathryn Volkering Carlile
General Manager, Community Services
Re: 2016 Child Care Grants

Date: January 15, 2016
File: 11-7000-01/2015-Vol
01

Staff Recommendation

1. That, as outlined in the report from the General Manager of Community Services, dated January 15, 2016, titled "2016 Child Care Grants", the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$49,888.25;
2. That, Council authorize the expenditure of \$10,000 to support the Child Care Professional and Program Development Grants with funding from the Child Care Operating Reserve Fund; and
3. That, the Child Care Professional and Program Development Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$10,000.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 3

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

Staff Report

Origin

The purpose of this report is to recommend the expenditure of \$49,888.25 for Child Care Capital Grants and \$10,000.00 for Child Care Professional and Program Development Grants.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

Findings of Fact

2016 Child Care Grants Budget

The City has two (2) Child Care Reserve Funds:

- The Child Care Development Reserve Fund (Bylaw No. 6367), established in 1994 for capital expenses including grants to non-profit societies for capital purchases and improvements (e.g. equipment, furnishings, renovations and playground development); and
- The Child Care Operating Reserve Fund (Bylaw No. 8877), established in May 2012 to assist with non-capital expenses including grants to non-profit societies to support child care professional and program development within the City of Richmond.

On December 14, 2015, Council approved the expenditure of \$50,000 from the Child Care Development Reserve to be used for child care capital grants. The budget for the 2016 Child Care Capital Grants will be \$50,000.

The 2016 Child Care Professional and Program Development Grants are proposed to be funded from the Child Care Operating Reserve Fund. The report seeks Council's authorization to transfer \$10,000 from the Child Care Operating Reserve Fund to provide a budget for these grants. If approved, this will provide a budget of \$10,000 to support the 2016 Child Care Professional and Program Development Grants.

Notice Given and Applications Received

Through October and November 2015, a call for applications for the 2016 Child Care Grants was posted on the City Page and City Website. A notice about the 2016 Child Care Grants was also sent to the Richmond Child Care Resource and Referral Centre, and Vancouver Coastal Health Child Care Licensing to share with their child care operator contacts. The deadline for submissions was November 20, 2015. A total of nine (9) applications were received of which seven (7) were for Child Care Capital Grants and two (2) were for Child Care Professional and Program Development Grants. Applicants to the 2016 Child Care Grants Program submitted their proposals utilizing the City's online web based grant application system.

Analysis

Application Review Process

The Child Care Development Advisory Committee (CCDAC) convened a subcommittee to review the 2016 Child Care Grant applications and supporting materials. The subcommittee met on December 3, 2015 with the staff liaison. They discussed the grant applications, assessed them for eligibility in compliance with the Child Care Grant Guidelines (Attachment 3) and prepared recommendations for consideration by the CCDAC voting members.

On December 9, 2015 and January 13, 2016, the CCDAC received reports from its Child Care Grants Subcommittee on the 2016 Child Care Grant applications. The total amount requested for the Child Care Grants is \$59,888.25. The CCDAC's grant recommendations for the 2016 Child Care Professional and Program Development Grants are subject to Council's approval of \$10,000. The following nine (9) organizations are being recommended for grant allocations as noted in the table below (see also Attachment 1):

2016 Child Care Grant Applicants and Requests		Requested Amount
Capital Grant Applicants and Requests		
1.	Developmental Disabilities Association of Vancouver – Richmond (Riverside Child Development Centre)	\$4,900.00
2.	Little Friends Preschool Society	\$15,993.18
3.	Little Wings Day Care Society	\$5,103.22
4.	Richmond Pentecostal Church Childcare	\$10,380.00
5.	Richmond Society for Community Living	\$7,238.05
6.	Society of Richmond Children's Centres (Cook Road Children's Centre)	\$3,308.30
7.	Society of Richmond Children's Centres (Cranberry Children's Centre)	\$2,965.50
	Total Amount Requested for Capital Grants	\$49,888.25
Professional and Program Development Grant Applicants and Requests		
8.	Richmond Youth Service Agency	\$5,000.00
9.	Volunteer Richmond Information Services – Child Care Resource and Referral	\$5,000.00
	Total Amount Requested for Professional and Program Development Grants	\$10,000.00
	Total Amount Requests for 2016 Child Care Grants	\$59,888.25

The seven (7) Capital Grant requests amount to \$49,888.25. Applicants are seeking funding to assist with outdoor playground improvements, and the purchase of both indoor and outdoor furnishings and equipment.

The two (2) Professional and Program Development Grant requests amount to \$10,000. Applicants are seeking funding to provide training opportunities for Richmond child care

providers. One grant applicant is requesting funding to deliver training workshops on the latest techniques for encouraging intentional play. The workshops will present cutting-edge resources and activities based on Treasure Basket Play, Heuristic Play, and Loose Parts Play.

The other grant applicant is seeking funding to develop a bullying prevention curriculum and pilot training program for school age child care providers. The project, "Safe Spaces for School Age Child Care Centres", aligns with the City and Richmond School District's "Respectful City" initiative which promotes anti-bullying and seeks to create a safe, caring and connected community.

Financial Impact

The proposed 2016 Child Care Grants budget of \$60,000 would be sufficient to support two grant streams: the Child Care Capital Grants and the Child Care Professional and Program Development Grants.

On December 14, 2015, City Council approved utilizing \$50,000 from the Child Care Development Reserve to fund the 2016 Child Care Capital Grants. The 2016 Child Care Capital Grants can be funded from within the approved \$50,000 budget for this grant stream. A total of \$49,888.25 in disbursements is recommended for the Child Care Capital Grants.

The budget for the 2016 Child Care Professional and Program Development Grants requires Council authorization of a transfer of \$10,000 from the Child Care Operating Reserve Fund to support the Child Care Professional and Program Development Grants. The recommended 2016 Child Care Professional and Program Development Grants for \$10,000 have been included in the 5 Year Financial Plan (2016-2020). Subject to Council's funding approval it is recommended that \$10,000 be allocated to the Professional and Program Development Grant requests.

The 2016 Child Care Grant allocations being recommended, subject to funding approval, amount to \$59,888.25.

Conclusion

The Child Care Grants will assist with enhancing the provision of quality, affordable and accessible child care throughout Richmond. Staff recommend approval of the proposed CCDAC' recommendations for the 2016 Child Care Capital Grants amounting to \$49,888.25 and \$10,000 subject to Council's funding approval for the 2016 Child Care Professional and Program Development Grants.



Coralys Cuthbert
Child Care Coordinator
(604-204-8621)

- Att. 1: 2016 Child Care Grants
2: 2016 Child Care Grant Summary Reports
3: Child Care Grants Program Guidelines

2016 CHILD CARE GRANTS

Applicant	Program	Purpose	Request	Recommended	Attachment 2 Page Number
Child Care Capital Grants					
Developmental Disabilities Association (Riverside Child Development Centre)	25 Licensed Group Care 30 Months to School Age Child Care Spaces	For the purchase of outdoor play equipment and furnishings to be used in the covered play area	\$ 4,900.00	\$ 4,900.00	1
Little Friends Preschool Society	20 Licensed Group Care 30 Months to School Age Child Care Spaces and 22 Licensed Preschool Spaces	For the purchase of new outdoor play elements and removal of an aging 40 year old climber	\$ 15,993.18	\$ 15,993.18	3
Little Wings Day Care Centre Society	24 Licensed Group Care Under 36 Months Child Care Spaces and 14 Licensed Group Care 30 Months to School Age Child Care Spaces	For the purchase of new equipment and furnishings to improve the toddler indoor program area	\$ 5,103.22	\$ 5,103.22	5
Richmond Pentecostal Church Childcare	25 Licensed Group Care 30 Months to School Age Child Care Spaces and 20 Licensed Preschool Spaces and 95 School Age Care Spaces	For playground improvements to enhance the outdoor play area used by the 3 to 5 year old children enrolled in the Preschool and full-day child care programs	\$10,380.00	\$10,380.00	7
Richmond Society for Community Living (Treehouse Early Learning Centre, *Youth Connections & Supported Child Development Programs)	25 Licensed Group Care 30 Months to School Age Child Care Spaces and 17 *School Age Child Care Spaces for children and youth with developmental delays and the Supported Child Development Program	For purchase of new furnishings and equipment and to undertake playground improvements to enhance three programs that support children with developmental delays	\$7,238.05	\$7,238.05	9
Society of Richmond Children's Centres (Cook Road Children's Centre)	25 Licensed Group Care 30 Months to School Age Child Care Spaces	For the purchase of outdoor play equipment	\$3,308.30	\$3308.30	12
Society of Richmond	9 Licensed	For the purchase	\$ 2,965.50	\$ 2965.50	14

Applicant	Program	Purpose	Request	Recommended	Attachment 2 Page Number
Children's Centres (Cranberry Children's Centre)	Group Care 30 Months to School Age Child Care Spaces	of indoor play equipment for the infant/toddler program			
Total Requested/ Recommended			\$49,888.25	\$49,888.25	
Total Funds Available				\$50,000.00	
Total Remaining				\$111.75	
Child Care Professional and Program Development					
Richmond Youth Service Agency	Programs for children, youth and families including delivery of 44 licensed school age care, after school, tutoring programs, breakfast programs, camps, youth leadership, cultural programs through Asian Youth Outreach and Pathways Aboriginal Centre and employment programs for adults and seniors.	To assist with curriculum development and piloting of "Safe Spaces Bullying Prevention Program for School Age Child Care Centres. The project is supported by a number of agencies and it will involve piloting training workshops for Richmond school age child care providers based on an approach of "train the trainer".	\$5,000.00	\$5,000.00	16
Volunteer Richmond Information Services Society	Child Care Resource and Referral Services (CCRR), providing training, resources and services for child care providers and parents	To provide 3 training workshops for child care providers, parents and service providers on tools, strategies and vocabulary to engage children in intentional play.	\$5,000.00	\$5,000.00	20
Total Requested/ Recommended			\$10,000.00	\$10,000.00	
Proposed Funding			\$10,000.00	\$10,000.00	
Total Remaining			\$0.00	\$0.00	
2016 Child Care Grant Requests					
Total Requested/ Recommended				\$59,888.25	
Total Proposed Funding				\$60,000.00	
Total Remaining				\$111.75	



Capital Assistance Application for 2016 Childcare Grants Program

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

Society: Developmental Disabilities Association of Vancouver-Richmond

Title: Playground Improvements II (Equipment Purchase)

Amount: \$4,900.00

Purpose: Equipment

In an ongoing project of improving the outdoor play space of Riverside CDC, we have arrived at the phase of re-designing the under cover play area to better suit the needs of the children. Over the years, the furnishings and equipment for this section of the playground have become weathered and broken. We hope to increase the vitality of this play space through purchasing new equipment and once again have an interesting and useable environment.

Service Delivery Benefits:

If approved, the funds for this grant will be used to purchase a host of items that will enhance the children's creativity, social interactions and both fine and gross motor development.

Beneficiaries:

The children of Riverside will enjoy an improved outside play area, the parents will be satisfied with new additions to the centre and hopefully potential new families will find the setting enjoyable and inviting.

Partners (if applicable):

The City of Richmond has earmarked some funds to be spent on the "1990's" child care centres (of which, Riverside is one) but there is no room in the budget for the equipment and furnishings.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$4201.00	Child Care Capital
2015	\$11000.00	Child Care Capital

GRANT RECOMMENDATIONS

Recommended

Capital Assistance for 2016

Developmental Disabilities Association of Vancouver-Richmond

Summary Page 2

Amount: \$4,900.00

Recommendation:

Playground Improvements II (Equipment) -

To purchase equipment and furnishings for the Riverside Child Development Centre's outdoor play area. This is the second phase of re-designing the outdoor play space to create an interesting and revitalized environment for the children. The equipment and furnishings will be used to enhance the covered portion of the outdoor play area.

Staff Comments/Conditions:

None

Society: Little Friends Preschool Society**Title: Playground Equipment removal and upgrade****Amount: \$15,993.18****Purpose: Playground**

We would like to replace an aging piece of climbing equipment that is showing its age and is approx. 40 years old . we would like to replace this equipment with an natural play boat to add elements of imaginary play , climbing, balancing , and sliding

Service Delivery Benefits:

this new equipment will have improved benefits with our children that have mobility issues , Our current equipment has high monkey bars and rings that pose difficulty for these children . Children will have easier access be able to climb into the equipment and join their peers . The equipment will be whimsical and add a pretend play that will benefit children's social play. there is also climbing components to enhance physical activity , balance and strength. The ground cover will be top off for safety and the surrounding borders replaced as they are also rotting away

Beneficiaries:

The children in the preschool Monday to Friday everyday will benefit but also every Saturday and Sunday the church rent out the space to a Russian school and on Sundays , the church's Sunday school children all benefit from the playground upgrade . The church also rents the gym space for many events in the community all throughout the year and they are all welcome to use the playground for the children that attend

Partners (if applicable):

Our parents of the school past and present have been giving us direct donations . We have been vigorously fundraising for over three years now through cookie dough sales, earthquake kits, Purdy's chocolates, and Funscrip gift cards to achieve monies to help support this upgrade

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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GRANT RECOMMENDATIONS

Recommended
Amount: \$15,993.18

Recommendation:

Playground Equipment Removal and Upgrade - To replace a 40 year old piece of climbing equipment with an new natural play boat to add elements of imaginary play, climbing, balancing, and sliding.
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Staff Comments/Conditions:

None



**Capital Assistance Application for 2016
Childcare Grants Program**

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

Society: Little Wings Day Care Centre Society

Title: Little Wings Toddler Room Improvements

Amount: \$5,103.22

Purpose: Equipment

The purpose of this grant is to purchase new equipment and furnishings to improve the quality of materials and furnishings for the toddlers to happily and safely use on a daily basis. We believe these new furnishing and equipment will help us create a warm and beautiful space for the children to enjoy.

Service Delivery Benefits:

These grant funds will allow Little Wings to provide an engaging and fun environment that is welcoming and encouraging for toddlers to play in. New furnishings, carpets and equipment will help us deliver a toddler program that meets their specific developmental needs and size requirements. Furthermore, some of the items we would like to purchase will encourage and assist with gross motor development and social interaction between peers.

Beneficiaries:

The children (30 infants and toddlers, aged 8 months to 3 years old) and the staff of Little Wings Daycare will greatly benefit from this grant. By providing new and stimulating indoor and outdoor equipment, parents will also feel happy and confident entrusting their child's care to our centre.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$5000.00	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$5,103.22

Recommendation:

Capital Assistance for 2016

Little Wings Day Care Centre Society

Summary Page 2

equipment and furnishings to create a warm and beautiful space for the children to enjoy.

Staff Comments/Conditions:

None

Society: Richmond Pentecostal Church Childcare**Title: Funds requested for Playground Improvements****Amount: \$10,380.00****Purpose: Playground**

We need to create a more age appropriate outdoor playspace for the children in our Daycare and Preschool Program. We want to create an environment that is exciting and will contribute to hours of creative play. We want to create a space that the children can call their own. We have been told by licensing that we need to ensure that we have an outdoor area that is appropriate for the age and the development of the children in the Daycare and Preschool as our current playground has climbers that are appropriate for school age but not the younger children in our Daycare and Preschool Program. Therefore we want to create a space that is age appropriate for these children where they can explore and have fun.

Service Delivery Benefits:

These funds will be used to enhance the children's outdoor play experience. We will use the funds to create a natural playscape that will excite the children's imagination and create an environment that encourages creativity. These improvements have been recommended by licensing and will improve the quality of our program.

Beneficiaries:

If we receive this grant the 25 daycare children and the children in our 4 preschool classes will have a space to call their own that is safe and inviting and will not have to rely on the neighbourhood parks. We want to strive to help develop a love for the outdoors and for creative play in these young children. Our daycare department is open from 7am to 6pm and the 25 children who attend that program are here for most of their day and this playground will improve their outdoor play experience.

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

Capital Assistance for 2016

Richmond Pentecostal Church Childcare

Summary Page 2

Year	Amount	Grant Program
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GRANT RECOMMENDATIONS

Recommended
Amount: \$10,380.00

Recommendation:

Playground Improvements - To purchase equipment to create a more age appropriate outdoor play space to meet the developmental needs of three to five year old children enrolled in the full time group child care and preschool programs.

Staff Comments/Conditions:

None

Society: Richmond Society for Community Living**Title:** RSCL Child Care Program Refurbishment Grant**Amount:** \$7,238.05**Purpose:** Other

RSCL will use funds received from City of Richmond Child Care Development Grant to make capital improvements in three distinct programs. These programs include two licensed child care centres - Treehouse early Learning Centre and Youth Connections - and Supported Child Development Program which provides supports to ensure that infants, children and youth with developmental disabilities are able to access and fully benefit from existing community programs. Program improvements include furnishings, equipment and playground improvements.

Service Delivery Benefits:

RSCL operates two licensed group child care programs – Treehouse early Learning Centre and Youth Connections. Our Supported Child Development Program works closely with licensed child care centres in the City of Richmond to provide the supports necessary to ensure inclusion for children with developmental disabilities into existing programs. Our grant application will be used to improve quality and accessibility for infants, children and youth with developmental disabilities in our programs, and throughout Richmond.

Treehouse early Learning Centre is an integrated program offering care for typically developing children with dedicated spots for children with disabilities or who have additional support needs. The program offers both full- and part-time pre-school and daycare using an Emilio Reggio approach to learning. With the children spending much of their day outside, in the enclosed playground, it has become necessary to replenish the Fibar (soft surfacing) to ensure safety for the children.

Youth Connections is an innovative out-of-school program designed exclusively for young people with disabilities. Operating after school weekdays during the school year and for full days during the spring, summer and winter breaks, the program

allows participants to expand their independence skills and improve overall quality of life through therapeutic recreation.

With 17 youth (some with wheelchairs or other mobility supports) and up to 10 staff on site daily, it has become necessary to invest in storage solutions

Beneficiaries:

Funds received through the City of Richmond Child Care Development Grant will improve the quality and accessibility of care for every child in the City of Richmond. In addition to our ability to make improvements to our licensed child care programs, RSCL will also be able to improve our Lending Library which benefits licensed child care programs throughout the city. This will allow for the infants, children and youth supported in all three programs to experience improved community inclusion.

Partners (if applicable):

Upon approval of funding, RSCL will submit an application to the Ministry of Children and Family Development Minor Capital Replacement Fund to off-set the costs of the furnishings for Youth Connections

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5892.49	Child Care Capital
2014	\$2161.00	Child Care Capital
2014	\$828.00	Child Care Capital

GRANT RECOMMENDATIONS

Recommended Amount: \$7,238.05

Recommendation: Richmond Society for Community Living Program Refurbishment - To purchase equipment and furnishing, and make playground improvements for the following programs: Treehouse Early Learning Centre, Youth Connections and the

Capital Assistance for 2016

Richmond Society for Community Living

Summary Page 3

Supported Child Development Program.

Staff Comments/Conditions:

None

Society: Society of Richmond Children's Centres

Title: Cook Road Children's Centre Outdoor Play Area

Amount: \$3,308.30

Purpose: Equipment

Cook Road Children's Centre was recently renovated after being closed for several months due to a flood. While the interior was beautifully redone the exterior playground had deteriorated to the point of having to be torn down. After the cost of tearing it down and repairing it to be licensed the SRCC exhausted its budget. The desire now is for new equipment and a custom built, CSA approved, small climbing structure. The size and scope of the climber will dependent on funding.

Service Delivery Benefits:

The outdoor area of a centre is a critical part of the overall program space. The outdoor play area is lagging now that the interior is so beautifully renovated. Having new equipment and a new, custom, natural climbing structure will greatly enhance the play value of the space and add to the quality of the child care experience for all the children.

Beneficiaries:

The current and future enrolled children at Cook Rd and their families as well as the Educators who work there.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5104.34	Child Care Capital
2014	\$9639.00	Child Care Capital
2015	\$4000.00	Child Care Capital

GRANT RECOMMENDATIONS

Recommended

Capital Assistance for 2016

Society of Richmond Children's Centres

Summary Page 2

Amount: \$3,308.30

Recommendation: Cook Road Children's Centre Outdoor Play Area - To purchase and install a custom built, CSA approved, small climbing structure for the outdoor play area. The previous outdoor play equipment that had to be removed due to poor condition.

Staff Comments/Conditions:

None

Society: Society of Richmond Children's Centres

Title: Cranberry Infant/Toddler Loft

Amount: \$2,965.50

Purpose: Equipment

The purpose of this equipment is to add a level of complexity and challenge to the Infant/Toddler Program at Cranberry Children's Centre.

Service Delivery Benefits:

We had purchased a full size loft for this location and it did not fit safely under the dropped ceiling so we moved it to Cook Rd Children's Centre. This brand new half loft designed for Infants and Toddlers will greatly enhance the quality of the equipment and make the use of the tight space more efficient and increase the play value in the program.

Beneficiaries:

The current and future enrolled children at Cranberry Children's Centre and their families will benefit as well as the Early Childhood Educators in the program.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5104.34	Child Care Capital
2014	\$9639.00	Child Care Capital
2015	\$4000.00	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$2,965.50

Recommendation: Cranberry Infant/Toddler Loft - To purchase play equipment

Capital Assistance for 2016

Society of Richmond Children's Centres

Summary Page 2

for the infant/Toddler indoor play area. The item to be purchased is a half loft designed for Infants and Toddlers. It will make more efficient use of a tight play area and increase play value in the program.

Staff Comments/Conditions:

None

Society: Richmond Youth Service Agency**Title: Safe Spaces - School Age****Amount: \$5,000.00****Purpose:**

This grant will assist in the development and pilot of Safe Spaces for School Age Child Care Centres. Safe Spaces is a Bullying Prevention Program for Preschool Aged Children developed by Westcoast Child Care Resource Centre. There is a need in School Age Centres for a similar training that can teach children the skills they need to resist and prevent bullying, nurture children's self-esteem and empathy and establish a bully-free environment. The curriculum will also help to develop a common language for child care providers, children and parents to use in talking about bullying, as well as learning intervention techniques that promote positive change.

Safe Spaces is based on four concepts around a child's safety: my body is safe; my feelings are safe; my thoughts, ideas and words are safe; and my work is safe. The four goals of the program are: to increase and develop self-esteem; to increase and develop empathy for others; to teach critical thinking skills; and to take action when one witnesses unfairness or bias. These goals and concepts will remain the core of the school age Safe Spaces curriculum as the program is adjusted to be age-appropriate, including developing a module on cyber bullying.

This curriculum will support Council Term Goal 1: A Safe Community through decreasing bullying and increasing safety for school age children. One of the children in our Child Care Centre wrote a letter to his school about his experience with bullying, here is what he had to say: "I want to change schools because [my school] does not deal with the problem... I feel scared and unsafe

Service Delivery Benefits:

The funds will be used to update the Safe Spaces curriculum to be age appropriate for school-age and to pilot the training in Richmond for group school-age child care providers and stakeholders. This will benefit the larger child care community in Richmond, because once the training is updated it will be able to be used in School Age Child Care Centres. The funding will also contribute to a Train the Trainer session, where Richmond Child Care Professionals will be trained as facilitators to each others in the future for our community. In this way the program can continue if trained child care staff

leave their positions.

According to a UBC study bullying occurs once every 7 minutes on the playground and once every 25 minutes in the classroom and 25% of children in grades 4 to 6 have been bullied. As child care providers we have seen how the effects of bullying carry over from the classroom to the child care centres, especially after school. Cyber bullying is also very prevalent, meaning bullying happens even when children leave school or child care and go home. Parents are asking us to help, but the problem is bigger than just intervening when we see it happen, we need tools to prevent bullying and common language and strategies to stop bullying. This training has had success in early child care centres in seeing a decrease in bullying and an increase in pro-social behaviours. We believe through adapting this curriculum to be age-appropriate for school age children, we will not only increase skill development for the child care providers, but also for the children and families in our centres.

Beneficiaries:

Child Care Providers and the children and their families in Richmond School Age Child Care Centres will benefit most directly from this grant, but we are hopeful that schools where the children attend will also benefit as this training not only teaches the child care providers, but also the children to be advocates within their environments. Our goal for the first year is to have 12 Richmond Child Care Providers trained through the Pilot Training. The Pilot is set up in two parts so the providers can go back to their Centres and try the tools they've learned with the children and their families and then come back with their feedback so we can adjust the curriculum as needed. Once the curriculum has been adjusted, our goal is to have a Train the Trainer session, where 12 Trainers throughout BC would be trained, including Richmond trainers, so the program can continue to have impact in our community for years to come.

Partners (if applicable):

School Age Child Care Association of British Columbia – Tyler Summers

Westcoast Child Care Resource Centre – Crystal Janes/ Pam Preston

Richmond Child Care Resource and Referral (Richmond Cares, Richmond Gives) – Marcia MacKenzie

These three partners will all contribute to the development and training of this

program. Each member will be part of an advisory committee during the development to give feedback as well as contribute to the training of Richmond School Age Child Care staff. Westcoast Child Care Resource owns the Safe Spaces curriculum as they developed the early years training, and will contribute financially for the Train the Trainer. Richmond Child Care Resource and Referral will assist with training and supporting Richmond Child Care Providers. SACCA BC will assist in training and supporting Child Care Providers across the province, including Richmond and will be key in developing the training, as the Chair, Tyler Summers has experience both with the early years Safe Spaces and School Age Child Care Bullying Prevention and other age-specific trainings. Richmond Youth Service Agency will coordinate this project and participate in the advisory committee, pilot project and training sessions in Richmond.

Other child care centres in Richmond will also be partners once we reach the pilot stage of this project. Parents and the children who attend the Child Care Centres who participate in the Pilot will also be partners in developing the final stage of this curriculum.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$12500.00	Health, Social & Safety
2012	\$12500.00	Health, Social & Safety
2011	\$9947.00	Health, Social & Safety

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$5,000.00

Recommendation: Safe Spaces for School Age Care Centres - To develop and pilot a "Safe Spaces" anti-bullying prevention program for school age child care programs in Richmond. The curriculum to be developed will be based upon one created for preschoolers by Westcoast Child Care Resource Centre. It will be adapted to be age appropriate and include approaches

Program and Professional Development Assistance for 2016

Richmond Youth Service Agency

Summary Page 4

for talking about bullying; intervention techniques to promote positive change and ways to address cyber bullying. The pilot will entail training twelve "trainers" from various Richmond-

Staff Comments/Conditions:

None

Society: Volunteer Richmond Information Services Society
Title: Provoking Play: Treasure Baskets and Loose Parts Workshop Series
Amount: \$5,000.00
Purpose:

To provide child care providers, parents, and service providers the tools, strategies, and vocabulary to engage children in intentional play.

Service Delivery Benefits:

Child care providers, parents, and service providers will have the opportunity to explore new and cutting-edge resources and activities based on Treasure Basket Play, Heuristic Play, and Loose Parts Play. Workshop participants will receive a resource kit and book that will assist them to put their training into immediate practice. Resources will be added to the RCCRR Early Learning Library covering the exploration, mathematics and storytelling components.

Beneficiaries:

This series of three 2½ hour workshops will provide child care providers with 7½ hours of professional development. Parents and service providers who attend will learn the value of intentional play with children, thus benefitting the children in their care.

Partners (if applicable):
MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$10000.00	Professional and Program Development
2015	\$5000.00	Professional and Program Development
2006	\$0.00	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$0.00

Recommendation:

Provoking Play: Treasure Baskets and Loose Parts Workshop Series - To provide three 2.5 hour workshops for child care providers, parents and service providers. The workshops will focus on tools, strategies, and vocabulary to engage children in intentional play. Participants will have the opportunity to explore cutting-edge resources and activities based on Treasure Basket Play, Heuristic Play, and Loose Parts Play.

Staff Comments/Conditions:

None



Child Care Grants Program Guidelines

City of Richmond - Community Services
Community Social Development
September, 2015

Child Care Grants - Program Guidelines

Introduction

The City of Richmond provides grants to non-profit societies who provide child care services within the City's geographic boundaries. Child Care grants are funded by voluntary community amenity contributions from developers. These funds are held in the Child Care Development Reserve or the Child Care Operating Reserve. The 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 attached *City of Richmond's Child Care Development Policy*.

Eligibility

Non-profit societies that either (1) provide child care services or (2) support the provision of child care services are eligible. Applicants may be either non-profit child care providers 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.

Purpose

Child care grants are available for both: (1) capital and (2) professional and program development expenses. These purposes are outlined below.

(1) Capital

Capital grants are provided to acquire or upgrade physical assets such as property, buildings and equipment. Funding is available for a **one-time capital expense** that will improve the quality, availability and accessibility of child care in Richmond, such as: equipment, furnishings, renovations, playground improvements. For equipment to qualify as a capital expenditure, it must be of long-term use and durability (e.g., an easel would qualify; art supplies would not).

(2) Professional and Program Development

Non-profit societies developing or providing professional and program development opportunities (e.g., training, workshops) are eligible to apply for funding. The initiatives must be of benefit to the broader child care community in Richmond, rather than to a few specific centres. The need for and benefit to the child care community must be demonstrated.

Priorities

Priority will be given to applications supporting infant/toddler and school-age care, identified as priorities in the 2009 – 2016 Richmond Child Care Needs Assessment and Strategy.

Online Grant Application Process

The City of Richmond has moved to an online grant application process. Please refer to the *City of Richmond Child Care Grant Program - City Grants Web-based System Grant Applicant User Guide* which is posted on the City's web site. The guide provides tips and illustrations for all sections of the grant application. In preparation for submitting an application, please have electronic documents in a location on your computer so they can be attached as requested. The user guide lists the preferred file formats for documents, spreadsheets and pictures. There are also forms posted on the City's web site that you can use to provide information on licensed capacity, project budgets and project timelines. If your Society previously received a child care grant, you will need to submit a grant use report to explain how the funds were used. This information must be submitted in order to be considered for a new grant. Here is a list of the items to have ready for attaching to your application:

- Society Incorporation Certificate, Contact List for the Society's Board of Directors, Officers and Executive Director, Most Recent Annual General Meeting Minutes, Provincial Child Care License(s), Last Year's Financial Statements or Audited Statement, Current Year Operating Budget, Itemized Project Budget, Project Timeline, and Support Letters; and
- If you received a grant in the previous year, you will need to submit a grant-use report documenting how the awarded funds were used and to what benefit. This is required in order to be eligible to apply for a grant in the current funding year.

Applications are to include the following:

Step 1 - Applicant Contacts:

- a) Society name
- b) Society number issued by the BC Registry Services at the time of incorporation
- c) Society web site if applicable
- d) Contact names for the Society, e.g., an executive director, program manager or Board member
- 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 of your organization.
- b) Describe the programs and services provided in the last 5 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 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.
- h) Attach an operating budget for the current year.

Step 3 - Grant Program:

Capital Grants or Professional and Program Development Grants

Capital Grants:

- a) 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.
- b) Provide a detailed description of how the funds would be used to enhance the delivery of Richmond child care services (e.g., improve quality, availability, accessibility).
- c) Describe who will benefit from the grant if received, e.g., for Capital Grants: the number and age groups of children who will benefit.

Professional and Program Development Grants:

- d) Purpose of the grant – Describe how the 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.
- e) Describe who will benefit from the grant, if received (e.g., child care educators).

For both Grants Programs:

- f) List any partners who will be assisting with the project (e.g., any other funders, volunteers, or companies who will be money, services, in-kind assistance or other contributions).
- g) Provide a dollar figure for the requested grant amount.

Supporting Documents:

- h) Provide supporting documents - you will be asked to attach copies of the following:
 - An itemized budget for how grant funds will be used;
 - Additional supporting information for the projected costs (e.g., workshop presenters quotes or 3 quotes from suppliers/trades for Capital projects); and
 - Additional sources of funding or contributions that will be used to complete the grant project.
 - A timeline for completing the project and using the grant funds.
- i) Documentation to demonstrate the need for funds (this could be a letter from the Board, a letter from a building consultant/inspector or an inspection report from Child Care Facilities Licensing).
- j) Letters of support if applicable.

Terms and Conditions

The Terms and Conditions section of the grant application discusses the following expectations for grant applicants:

- Any grant applicant who has awarded funds previously by the City must, if not already provided, submit a report documenting use of those funds and describe the benefits received before their current application can be considered.
- Funds must be used within one year of receipt by successful applicants.
- All grant recipients must provide a photo (for capital grants only) and a report documenting the use of the funds and the benefits received, as soon as complete (at the latest, one year following receipt) to the Child Care Development Advisory Committee.
- In addition, the grant received should be mentioned in any newsletter published by the organization and the City of Richmond logo included in any related publicity.

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 from the Community Social Development Division to determine eligibility and completeness. The City of Richmond's Child Care Development Advisory Committee reviews the grant applications and makes recommendations to City Council. These are summarized by staff 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.

Submit an Application

The City of Richmond has an online web based grant application. The *Child Care Grants Program Guidelines* and the *Child Care Web-based System Grant Applicant User Guide* are useful resources to assist you with filing an online grant application. Only electronic applications will be accepted.

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 web site for more information on the grant program and important application deadlines:
www.richmond.ca/citygrants

If you have questions about applying for a child care grant, please contact:

Coralys Cuthbert
Child Care Coordinator
City of Richmond – Community Social Development
Phone: 604-204-8621
E-mail: ccuthbert@richmond.ca



To: General Purposes Committee
From: Cathryn Volkering Carlile
General Manager, Community Services
Re: 2016 Health, Social and Safety Grants

Date: January 11, 2016
File: 03-1085-01/2016-Vol
01

Staff Recommendation

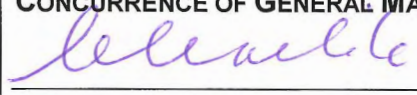

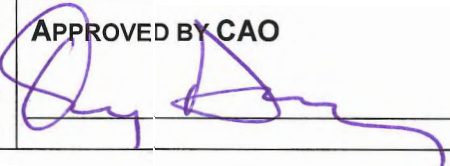
That, as per the report from the General Manager of Community Services, dated January 11, 2016:

1. Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$566,570;
2. The following applicants be approved for the first year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:
 - Community Mental Wellness Association of Canada
 - Heart of Richmond AIDS Society
 - Richmond Mental Health Consumer and Friends Society
 - Richmond Society for Community Living
 - Richmond Women's Resource Centre
3. The following applicants be approved for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:
 - Chimo Community Services
 - Family Services of Greater Vancouver
 - Pathways Clubhouse
 - Richmond Addiction Services Society
 - Richmond Family Place Society
 - Richmond Multicultural Community Services
 - Richmond Youth Service Agency
 - Volunteer Richmond Information Services Society
4. The following applicants be approved for the third year of a three-year funding cycle:
 - Big Brothers of Greater Vancouver
 - Big Sisters of BC Lower Mainland



Cathryn Volkering Carlile
General Manager, Community Services

Att. 3

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

Staff Report

Origin

City Council has the authority to provide financial assistance to community organizations under the Local Government Act. Richmond City Council has provided grants to non-profit societies for many years. In 2011, with the adoption of the City Grant Policy, three separate programs were established (Arts & Culture; Health, Social & Safety; and Parks, Recreation & Community Events), in addition to Child Care Grants.

This report provides information and recommendations pertaining to the 2016 Health, Social and Safety Grant Program.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

Findings of Fact

2016 Health, Social and Safety Grant Budget

The 2016 Health, Social and Safety (HSS) Grant Budget is \$576,958, including a 2.3% Cost of Living increase over last year's budget, as per the City Grant Policy (3712).

Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond Review and on the City website in October and November, 2015 advising the community that applications were being accepted for the 2016 City Grant Programs until November 20, 2015. The notices also informed the community that a Web-based Application System was available to provide an integrated, user-friendly, efficient and effective on-line system for applicants. A link to the City website was provided for further information and to access the system. A Grant Application User Guide, HSS Program Guidelines and the Social Development Strategy were also posted on the City website. A notice was circulated to the Richmond Community Services Advisory Committee, as well as by request to other non-profit societies.

In the HSS category, a total of 33 applications were received for a total request of \$881,094. A table outlining requests and recommended 2016 allocations is provided in Attachment 1. Grant Application Summary Sheets, generated from applicant information provided in the web-based system, as well as staff recommendations and comments, are found in Attachment 2.

As indicated in the HSS Grant Program Guidelines, all proposals must demonstrate that primarily Richmond residents will be served to be considered eligible. While some applicants serve wider geographic areas (e.g., Family Services of Greater Vancouver; Canadian Mental Health Association, Vancouver-Burnaby Branch), all requests were to support operations and programs serving primarily Richmond residents.

Late Applications

The City Grant Policy indicates that no late applications are accepted. Follow-up was conducted with some organizations submitting incomplete applications based on a misunderstanding of the eligibility criteria for multi-year funding. The requested information was subsequently received, and new ways of clarifying the requirements will be introduced for the 2017 Grant process.

One regular applicant, having received approximately \$6,000 in 2015, missed the deadline this year. The society representative indicated that an application will be submitted for 2017 funding.

New Applications

Four applications were received from organizations that had not previously applied for a City Grant: BBBCare Sino-Canada, Canadian Diabetes Association, the Richmond Stroke Recovery Centre and the Strait of Georgia Marine Rescue Society. Information about these organizations is provided in Attachment 2.

Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Division, reviewed the 2016 HSS applications. Recommended allocations were determined by the committee rather than individual reviewers. Program Guidelines (Attachment 3) were used to determine eligibility and assess applications.

Analysis

Health, Social & Safety Grant Application Information, 2014 – 2016

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

Applications and Allocations (2014/15)			
	2014	2015	2016 (Recommended)
Total number of applications	35	35	33
New applicants	3	3	4
Late applications	0	1	0
Grants denied (did not meet criteria)	2	3	4
Partial amount of request recommended	25	28	22
Full amount of request recommended	8	4	7
Minor request (\$5,000 or less)	11	14	11
Total amount requested	\$834,631	\$822,434	\$881,094
Total budget	\$558,402	\$563,986	\$576,958
Total HSS allocated	\$556,455	\$562,449	TBD**

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

**subject to Council approval

Reasons for Partial or No Funding

Most applicants (67%) are recommended for partial rather than full funding. Principle reasons for partial funding are:

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

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

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

Minor/Major Grant Requests

In response to stakeholder requests to reduce application requirements for those seeking smaller grants, two streams of applications have been established; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. If applying for a minor grant, applicants are required to complete fewer sections of the application. The full application form is required for major grants or the first year of three-year funding cycle requests. In the Health, Social & Safety category, 11 organizations applied for grants of \$5,000 or less (minor), while 22 applied for over \$5,000 (major).

Multi-Year Funding Request

As part of the City Grant Policy, adopted in 2011, applicants receiving City Grants for a minimum of five of the most recent consecutive years, for the same purpose, have the option of applying for a maximum three-year funding cycle. In the first year of a cycle, the full application form is required. For the following two years, fewer sections must be completed. Council reviews recommendations to fund each year of a cycle. The number of three-year cycles initiated each year has been staggered to balance yearly intake of full applications.

On-line Application System

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

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

The Web-based City Grant Application system was launched in September 2013 to receive on-line applications for 2014 City Grant Programs (Arts & Culture; Child Care; Health, Social & Safety; and Parks, Recreation & Community Events). The on-line grant system is still being refined, based on both applicant and administrator experience. Since the 2015 Grant Program, applicants have been able to duplicate information from their previous application, then edit as required. This constitutes a considerable time-saver for those applying for the same purpose. With the support of one-time additional level funding, further refinements will be undertaken for the 2017 Programs, including linking the previous grant use report to the current application. During each application period, Information Technology staff have assisted applicants with any web-based challenges encountered.

Richmond Women's Resource Centre Funding

Subsequent to a November 3, 2014 letter to Council from the Richmond Women's Resource Centre (RWRC) requesting a substantial increase in funding from their annual grant of approximately \$15,000 (\$15,762 in 2015) to \$30,000, as well as a one-time contribution of \$15,000 to eradicate their 2014 operating deficit, for a total of \$45,000. The request was made due to increasing demand and inadequate revenue from grants and fund-raising, resulting in summer closures in order to remain financially solvent. In response, Council resolved that the Richmond Women's Resource Centre's request for additional funding be considered as part of the 2016 HSS Grant Program review.

This year, the RWRC redeemed a GIC to eliminate their deficit and reduced operating expenditures by approximately \$30,000, including a six-week summer closure. RWRC primary funders remain the same. While the BC Gaming Grant (RWRC's primary funder) and the City grant (\$15,762) rose slightly from the previous year, other funding sources were down. The RWRC has expanded potential funding sources for 2016, having also sought grants from the United Way of the Lower Mainland and Literacy Richmond.

In spite of reduced revenue, the RWRC continues to offer a wide range of programs and services to support its mission, "to provide a supportive environment in which all women are supported and encourage to achieve their fullest potential." These programs and services include Information and Referral, Computer Training, Single Mothers Support Group, Grandmothers Support Group, English Conversation and Writing, Hot Ink Creative Writing for Teens, French Speaking Women's Support Group, Volunteer Income Tax Program, Work Ready and Richmond Shares. RWRC also engages with a wide range of partners, including the Richmond School District, Richmond Art Gallery, Richmond Public Library, Literacy Richmond and the Canadian Centre for Elder Law. Attendance counts indicate that an average of over 500 visits per month, similar to last year, are made to RWRC's various programs and services.

The RWRC has requested \$55,000 for 2016, which is approximately \$30,000 more than their existing grant level. This level of increase cannot be accommodated in the HSS Grant Budget without reducing funding to other worthwhile programs. However, staff do recommend an increase from their 2015 grant of \$15,762 to a 2016 grant of \$20,000, constituting an increase of \$4,238 to support their ongoing operations.

Financial Impact

The 2016 HSS Grant Program budget is \$576,958. A total of \$566,570 is recommended for disbursement (Attachment 1). The balance remaining is \$10,388. Staff recommend transferring the balance to the Grant Provision account for future distribution. This will ensure that sufficient funds will be available to the society missing the deadline and other applicants next year (see Late Applications above, p.3) without having to reduce 2017 allocations to other agencies.

Based on the new Gaming Revenue Allocation Model, which has been introduced for 2016, allocation of gaming revenue for City grants has been increased to 15% which exceeds the amount required to support the current funding levels. As a result, a balance of \$548,669 remains. Staff will be bringing forward a report with recommendations for these remaining funds later in Q1.

Conclusion

The HSS Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. The Web-based Application System has resulted in considerable efficiencies for applicants and staff, and will be refined further for the 2017 process. Staff recommend that 2016 HSS Grants be allocated as indicated (Attachment 1) for the benefit of Richmond residents.



Lesley Sherlock
Planner 2
(604-276-4220)

- Att. 1: Table of Applicant Requests and Recommendations
- 2: Grant Application Summary Sheets
- 3: Grant Application Guidelines

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Arthritis Society, BC & Yukon Division	N/A	\$ 10,000	2,000	\$ 1,500	N/A	This application for single-year funding is to support Arthritis Education programs and forums for the Richmond community, presented in English and Cantonese. This grant is for local publicity, including newspaper ads in both languages.	1
BBBear Sino-Canada (new)		\$ 70,000	5,000	\$ -	N/A	This request to fund outdoor education for immigrant children is not recommended as the applicant is ineligible due to lack of confirmed society status, and has not demonstrated organizational capacity to deliver the program.	4
Big Brothers of Greater Vancouver	\$ 4,636	\$ 10,000	74	\$ 4,743	Year 3	This funding is to support matches of Big and Little Brothers in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.	7
Big Sisters of BC Lower Mainland	\$ 4,636	\$ 8,000	21	\$ 4,743	Year 3	This funding is to support matches of Big and Little Sisters in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.	9
Boys and Girls Clubs of South Coast BC	\$ 3,000	\$ 5,000	75	\$ 5,000	N/A	This grant will support after-school program costs for high need and other families at Mitchell Elementary. An increase to the full amount requested is recommended due to the need for such programs in this community underserved by afterschool care.	11
Canadian Diabetes Association (new)		\$ 3,000	50	\$ -	N/A	This application, to support the "Walk and Talk" Program, is not recommended for funding as the organization has a significant accumulated surplus and audited financial statements were not provided.	14
Canadian Red Cross Society	\$ 4,040	\$ 4,040	2,223	\$ -	N/A	This request to fund for technical support is not recommended as 70% of those served by the depot reside outside Richmond. A key eligibility requirement is that primarily Richmond residents be served.	17
Children of the Street Society	\$ 1,010	\$ 4,000	750	\$ 4,000	N/A	This application, to support program expenses of workshops designed to prevent the sexual exploitation of children and youth, is recommended for the full amount requested. Strong community support for more presentations has been established.	20

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Chimo Community Services	\$ 48,419	\$ 48,903	17,000	\$ 48,903	Year 2	This Multi-Year 2 request to support crisis response services, community engagement, outreach and advocacy programs, is recommended for the full amount requested.	23
Community Mental Wellness Association of Canada	\$ 9,142	\$ 37,000	9,000	\$ 9,352	Year 1	Multi-Year 1 funding is recommended at the same level as last year, plus a Cost of Living increase, to support mental wellness education, workshops and referrals to other community services.	25
Family Services of Greater Vancouver	\$ 47,066	\$ 47,066	148	\$ 47,066	Year 2	This Multi-Year 2 recommendation is to support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale, for the full amount requested.	28
Heart of Richmond AIDS Society	\$ 10,508	\$ 15,000	1,500	\$ 10,750	Year 1	Multi-Year 1 funding is recommended to assist with program costs for those with HIV/AIDS and their families, as well as education/prevention services, for the same level as last year plus a Cost of Living increase.	31
Minoru Seniors Society	\$ 3,535	\$ 5,000	45	\$ 3,616	N/A	This funding, to support program costs of the intergenerational Greenhouse Social Club for seniors and youth, held at the Sharing Farm, is for the same level as last year plus a Cost of Living Increase.	34
Multicultural Helping House Society	\$ 8,406	\$ 50,821	1,000	\$ 8,599	N/A	Additional information was provided by MHHS to support their application for assistance with the Richmond 55+ Health & Wellness Program, including funding from other sources, as well as information about their programming, participants and budget. The recommendation is for the same level as last year, plus a Cost of Living increase. Staff will meet with MHHS prior to next year's application to clarify requirements.	37
Pacific Post Partum Support Society	\$ 1,515	\$ 4,300	25	\$ 1,550	N/A	This grant will assist with child minding expenses to enable new mothers with postpartum depression to access support services, recommended for the same level as last year plus a Cost of Living increase.	40

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Parish of St. Alban's (Richmond)	\$ 12,500	\$ 51,382	685	\$ 15,000	N/A	This grant, recommended for an increased amount, will support the Extreme Weather Shelter, Drop-in Centre, Community Meal and Shower Program. A total of 250 volunteers and strong partnerships support the three programs. Other funders are identified in the Financial Statements.	43
Pathways Clubhouse	\$ 34,340	\$ 34,340	380	\$ 34,340	Year 2	This Multi-Year 2 grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness, recommended for the full amount requested.	46
Richmond Addiction Services Society	\$ 204,368	\$ 219,026	8,250	\$209,068	Year 2	This Multi-Year 2 grant, including a Cost of Living allowance, will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours.	48
Richmond Amateur Radio Club	\$ 1,545	\$ 2,200	All	\$ 1,581	N/A	This grant will assist with equipment repair and replacement, as well as volunteer expenses, for amateur radio operations that, in the event of emergency, would contribute to the safety of Richmond residents. The recommended level is the same as last year, plus a Cost of Living increase.	50
Richmond Bethel Mennonite Brethren Church	\$ 2,576	\$ 5,000	170	\$ 2,635	N/A	This grant will assist with supplies for the weekly Food for Life community meal, recommended for the same level as last year plus a Cost of Living increase.	53
Richmond Family Place Society	\$ 24,725	\$ 30,000	8,800	\$ 25,294	Year 2	This Multi-Year 2 grant, for family support programs and other preventative services for families with children up to 12 years, is recommended for the same level as last year plus a Cost of Living increase.	56
Richmond Food Bank Society (Poverty Response Cte.)	\$ 5,000	\$ 5,000	250	\$ 5,000	N/A	This grant will assist the Poverty Response Committee to map services and programs, develop a database and website for low-income residents and, in partnership with Richmond Cares, Richmond Gives, upgrade the Low Income Resource Directory. The recommendation is for the full amount requested.	58
Richmond Food Security Society	\$ 5,050	\$ 18,000	5,000	\$ 5,166	N/A	This grant will support operating expenses of food security program costs such as the Stir-it-Up kitchen program for at-risk youth and the Richmond Fruit Recovery Project. The recommended level is the same as last year plus a Cost of Living increase.	61

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Richmond Hospice Association	\$ 7,211	\$ 15,000	300	\$ 10,000	N/A	This grant will support the operating expenses of volunteer management and training staff, who support palliative care volunteers, as well as a number of grief support and counselling programs. An increased level is recommended as volunteers play a key role in end-of-life support services.	65
Richmond Mental Health Consumer and Friends Society	\$ 3,677	\$ 5,016	90	\$ 3,762	Year 1	This grant will support the a part-time staff person, a mental health services recipient, to provide administrative assistance and support for those with mental illness and their families. The recommendation includes a Cost of Living increase.	68
Richmond Multicultural Community Services	\$ 10,508	\$ 15,000	130	\$ 10,750	Year 2	This Multi-Year 2 grant will support the operating expenses of immigrant, refugee and welcoming community programs, recommended for the same level as last year plus a Cost of Living increase.	71
Richmond Society for Community Living	\$ 14,280	\$ 20,000	5,000	\$ 15,000	Year 1	This Multi-Year 1 grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. An increase is recommended due to increased demand and the benefits to families over the life course of family members.	73
Richmond Stroke Recovery Centre (new)		\$ 9,000	45		N/A	The Richmond Stroke Recovery Centre has broken off from the Stroke Recovery Association of BC (SRABC) to operate independently. As other funding sources have not been pursued, and financial information still reflects that of the SRABC, a 2016 grant is not recommended . Staff will meet with representatives prior to future applications to ensure that criteria are understood.	76
Richmond Women's Resource Centre	\$ 15,762	\$ 55,000	7,000	\$ 20,000	Year 1	This Multi-Year 1 grant will support women's programs and services, including skills training, English conversation and peer support groups designed to empower women and help them obtain needed assistance. An increased level is recommended due to the accessibility of the services and the number of volunteers supported.	79

Health, Social and Safety Services Recommendations - 2016							
APPLICANT NAME	2015 GRANT	2016 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2016 REC.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Richmond Youth Service Agency	\$ 12,625	\$ 15,000	1,800	\$ 12,915	Year 2	This Multi-Year 2 grant will support the Richmond Youth Centre Activities Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation includes a Cost of Living increase.	82
Strait of Georgia Marine Rescue Society (new)	N/A	\$ 5,000	2,500	\$ 2,000	N/A	This recommended single year grant will support promotional materials for two water safety and marine safety hazard awareness programs for children, residents and visitors, "Sid the Safety Seal" and "Kids don't Float".	84
Touchstone Family Association	\$ 4,000	\$ 5,000	45	\$ 5,000	N/A	An increased grant, recommended for the full amount requested, to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. Participation has grown from 24 to 37 youth in the last two years.	87
Volunteer Richmond Information Services Society	\$ 38,355	\$ 50,000	150,000	\$ 39,237	Year 2	This Multi-year 2 grant, to provide operating assistance for volunteer, charitable and information programs, is recommended for the same level as last year plus a Cost of Living increase.	90
Totals	\$ 542,435	\$ 881,094		\$566,570			
Total Available		\$ 576,958		\$576,958			
Remaining		-\$ 304,136		\$ 10,388			

* New Applicant



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: Arthritis Society, BC & Yukon Division

Grant Type: Over \$5000 Single Year

Grant Request: \$10,000

Proposal Title: Arthritis Education Programs and Forums for the Richmond Community

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 2000

Richmond Residents: 2000

Grant Request Summary:

We would deliver four public Forums in the Richmond community featuring medical specialists: a doctor (Rheumatologist/Orthopedic Surgeon), and physiotherapists or occupational therapists, with staff and volunteers to answer questions and hand out materials. Two Forums would be in English and two would be in Cantonese. All our programming is provided free of charge. Participants would include people who are newly diagnosed or are living with one of the over 100 forms of arthritis. Participation would also extend to family members, caregivers, friends and other adults interested in learning more about arthritis. Research shows that understanding their disease and being proactive in self-care are key factors in maintaining quality of life. People learn to improve their lives, access community resources, hear about advances in research, and connect with others facing similar challenges.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	263,156.00	2,589,177.00
Total Expenses:	1,847,555.00	1,436,691.00
Annual Surplus or (Deficit):	784,101.00	1,152,486.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Our surplus is directed to funding arthritis research.

Current Year:

We are currently only at midpoint. Revenue and expenses reflected in Current Year are projections in our operating budget.

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$1,000.00
Consultant Services	\$4,000.00
Volunteer Support (e.g. expenses, recognition)	\$400.00
Office Rent or Mortgage	\$2,000.00
Utilities and Telephone	\$0.00
Supplies	\$100.00
Equipment	\$300.00
Photocopying	\$100.00
Program Materials	\$400.00
Local Travel	\$200.00
Other	\$1,500.00

The Other amount would be utilized for Advertising in local newspapers.

Personnel: cost for project only; full time staff hours spent on all 4 forums.

Consultants: expense is an honorarium for the presenting health care professional (rheumatologist, orthopedic surgeon etc.)

Office rent: is for facility/rooms to host forums for 500 participants

TOTAL \$10,000.00

Funder 1 Name	At large society donations from our year-end appeals	\$0
Funder 2 Name		
Funder 3 Name		



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: BBBEAR SINO-CANADA
Grant Type: Over \$5000 Single Year

Grant Request: \$70,000

Proposal Title: Outdoor English Program for Young Immigrant Children

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 5500

Richmond Residents: 5000

Grant Request Summary:

BB Bear Canada, partnering with the Childcare Training and Professional Development Society of Richmond, and NatureKids BC, is seeking funding support from the City of Richmond to develop and implement an outdoor education program to assist immigrant children ages 0-5 and their parents/caregivers who are Richmond residents with the opportunity to learn English in a natural environment together. BB Bear Canada is a non profit organization established in 2015 with its mission to connect and support families in enhancing the well-being of all young children, by providing programs and services from prenatal to kindergarten transition in a welcoming, collaborative and culturally-respectful environment. Our core programs include: prenatal and postpartum care education, parenting education and early childhood development. We also offer additional services that connect and support families and together we can build a strong, happy and healthy community.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	0.00	56,000.00
Total Expenses:	0.00	56,000.00
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:

All funding are coming from in-kind contributions and program fees to cover all operational expenses, including rent, honorarium payments for guest speakers, and other workshop expenses.

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$40,000.00
Consultant Services	\$20,000.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$1,500.00
Supplies	\$1,000.00
Equipment	\$3,000.00
Photocopying	\$1,000.00
Program Materials	\$2,000.00
Local Travel	\$500.00
Other	\$0.00
TOTAL	<u>\$70,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Government of Canada	\$50,000
Funder 2 Name	In-kind Contributions	\$20,000
Funder 3 Name	BC Hydro	\$4,500

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

Total Proposed Budget: **\$169,500.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation: This request to fund outdoor education for immigrant children is not recommended as the applicant is

ineligible due to lack of confirmed society status, and has not demonstrated organizational capacity to deliver the program.

**Staff Comments /
Conditions:**

None

Society: Big Brothers of Greater Vancouver**Grant Type: Over \$5000 Multi Year - Year 3****Grant Request: \$10,000****Proposal Title: 2016 Big Brothers of Greater Vancouver Proposal****Number Served: Richmond Residents:****Grant Request Summary:**

Big Brothers of Greater Vancouver (BBGV) will continue delivering our traditional Big Brothers Community Program and our Teen Mentoring Program for children in the City of Richmond. The demand for our Community Program continues to grow and your support will help us serve as many kids as possible. This program matches responsible and caring adult male volunteer mentors one-to-one with vulnerable boys (age 7-14) who lack a positive male role model. Our Community Program waitlist is growing all the time, and many Richmond children are currently waiting to be matched with Big Brothers. The wait time for some of these kids is close to two years before a suitable mentor can be found, screened and trained. Funding is required in order to increase the amount of matches we are able to make in Richmond.

BBGV will also continue our strong partnerships with Richmond secondary and elementary schools to deliver the Teen Mentoring Program. In this popular program, a Teen "Big Buddy" mentors a "Little Buddy" from a nearby elementary school in a one-on-one friendship. The age of teen mentors makes them particularly well-suited to understand what is enjoyable and important to the children. These friendships help the children see school as a safe and welcoming place in which to learn and have fun. They also increase the children's feelings of connection to school, and their level of interest in classroom learning and school activities.

BBGV's Community and Teen Buddy programs use mentoring to connect children with their communities, parents, and schools during this important period, in order to give children a sense of belonging that can help counteract challenges in their lives. JAMA Pediatrics published an article for Adolescent Volunteering that found through volunteering adolescents gain positive life experience and feel valued and important. The mentored children's families also benefit from better dynamics resulting from improvements in their child's behaviour and attitude.

Changes that will impact grant use:

There has been no significant changes since Year 1.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,162,735.00	2,373,700.00
Total Expenses:	2,173,911.00	2,370,400.00
Annual Surplus or (Deficit):	(11,176.00)	3,300.00
Accumulated Surplus or (Deficit):	86,465.00	89,765.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We didn't receive the Community Gaming Grant in the amount that we had expected.

Current Year:

This is a minimal surplus based on budgeted funding and grants.

Explanation for Accumulated Surplus or (Deficit):

The accumulated surplus is less than one month's operating expenses.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$4,636	Health, Social & Safety
2014	\$4,590	Health, Social & Safety
2013	\$4,500	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$4,743

Recommendation:

This funding is to support matches of Big and Little Brothers in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.

Staff Comments /
Conditions:

None



**Multi-Year Grant Application for 2016
Health, Social & Safety Program**

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

Society: Big Sisters of BC Lower Mainland

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

Grant Request: \$8,000

Proposal Title: Big Sisters Mentoring Programs in the City of Richmond

Number Served: Richmond Residents:

Grant Request Summary:

Please see attached document.

Changes that will impact grant use:

Please see attached document.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,406,076.00	1,259,297.00
Total Expenses:	1,461,756.00	1,505,364.00
Annual Surplus or (Deficit):	(55,680.00)	(246,067.00)
Accumulated Surplus or (Deficit):	767,831.00	521,764.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We hired a Director of Development and Individual Giving Officer late in 2014. Due to the hires being later than expected – the agency didn't generate new revenues as projected.

Current Year:

We are expecting a planned deficit this year, due to the investment in new staff in 2014, and it's impacts on 2015.

Explanation for Accumulated Surplus or (Deficit):

In the past, we had relatively higher donations, grants, and fundraising event revenues compared to salaries expenses. While these revenues have declined, salaries continue to rise.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program

Health, Social & Safety 2016
Big Sisters of BC Lower Mainland

Over \$5000

Multi Year - Year 3
Summary Page 2

2015	\$4,636	Health, Social & Safety
2014	\$4,590	Health, Social & Safety
2013	\$4,500	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$4,743

Recommendation:

This funding is to support matches of Big and Little Sisters in Richmond. This Multi-Year 3 funding is the same level as last year, plus a Cost of Living increase.

Staff Comments /
Conditions:

None



Grant Application Summary for 2016 Health, Social & Safety Program

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

Society: Boys and Girls Clubs of South Coast BC
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Boys and Girls Club Services at Mitchell Elementary
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 75
Richmond Residents: 75

Grant Request Summary:

We are seeking support from the City of Richmond to support the after-school program offered by Boys and Girls Clubs at Mitchell Elementary School in East Richmond. The drop-in program is offered after school 4 days per week for students aged 6 through 12, and a preteen evening program is offered once a week. The Club provides a safe, accessible place for children after school, and offers supervised social and recreational programs that enhance participants' physical, educational, character, and skill development. Activities include healthy snacks, homework assistance, nutrition and cooking programs, arts and crafts, leadership programs, and sports and physical activities that promote active lifestyles. At BGC, no one is ever turned away due to an inability to pay, ensuring that all children and families can access our programs.

Club members benefit, as they are supported to become engaged in positive, constructive activity during their out-of-school time. The parents and/or caregivers of the participants benefit from accessing affordable, high quality after-school programming for their children. In the long term, the neighbourhood will be safer and healthier as a result of the positive impacts the Club programs have on community members.

Richmond Services Received by Your Organization:

We received a \$3,000 City Grant in 2015, but receive no other services from the City of Richmond.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	10,649,493.00	10,938,200.00

Health, Social & Safety 2016
Boys and Girls Clubs of South Coast BC

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

Total Expenses:	10,646,855.00	11,134,801.00
Annual Surplus or (Deficit):	2,638.00	(196,601.00)
Accumulated Surplus or (Deficit):	1,944,689.00	1,748,088.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Expenses were slightly less than forecast.

Current Year:

Although a deficit budget was approved, our current forecast indicates a balanced year-end position.

Explanation for Accumulated Surplus or (Deficit):

Sound financial management for almost 80 years.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$3,000.00	Health, Social & Safety
2014	\$2,550.00	Health, Social & Safety
2013	\$2,500.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$74,375.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$3,200.00
Utilities and Telephone	\$600.00
Supplies	\$75.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,400.00
Local Travel	\$1,000.00
Other	\$12,685.00

Insurance: \$1,600

Staff Training: \$100

Food: \$2,500

Allocation for Central Administration: \$8,485

TOTAL \$93,335.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	United Way of the Lower Mainland	Amount	\$60,000.00
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Funder 2 Name	Province of BC - Gaming	Amount	4800.00
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Funder 3 Name	Memberships & Program Fees	Amount	5400.00
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Amount Your Society will Provide: \$18,135.00

Total Proposed Budget: \$93,335.00

GRANT RECOMMENDATIONS

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

Recommendation: This grant will support after-school program costs for high need and other families at Mitchell Elementary. An increase to the full amount requested is recommended due to the need for such programs in this community underserved by afterschool care.

**Staff Comments /
Conditions:**

None

Society: Canadian Diabetes Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$3,000
Proposal Title: "Walk and Talk" An Activity Based Program for Diabetes Self-Management
Grant Purpose: Community Service / Program / Event - One-time Activity
Start Date (if applicable): April 7, 2016 **End Date (if applicable):** May 26, 2016
Number To Be Served: 50
Richmond Residents: Majority

Grant Request Summary:

"Walk and Talk" is a free, eight week Canadian Diabetes Association program that teaches the principles of diabetes self-management for those living with or at risk of diabetes and their caregivers. Participants, the majority of whom are older adults, meet weekly to learn and gain new skills from professionals such as dietitians, podiatrists, diabetes educators and fitness instructors. The 1.5 hour sessions include a group walk where they can further engage with each other and the guest speaker.

"Walk and Talk" empowers people to self-manage their diabetes in a supportive, peer oriented environment. Specifically, the program goals are:

- To empower people with and at risk of diabetes through understanding of the concept of chronic disease self-management.
- To create a sense of community among individuals struggling with common barriers and issues.
- To encourage and create a supportive environment for individuals to engage in physical activity in a relaxed and non-competitive setting.
- To provide access to 'experts' in a casual and positive environment.
- To increase self-efficacy of participants.
- To increase self-reported participation in physical activity

As an inducement for participating and to help support participants in implementing their self-management action plan, each participant receives wellness tools to add to their self-management kit. Examples may include pedometers, water bottles, learn to walk diaries, physical activity trackers or hand/foot cream.

In our 2015 program delivery, the majority of respondents agreed that the Walk and Talk program has helped strengthen their knowledge of complication prevention and enabled them to live a healthier lifestyle. Healthier and happier citizens benefit the broader community as they are better able to engage and participate in community activities as well as reduce the burden on community health services and other support services.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	51,791,325.00	49,795,765.00
Total Expenses:	53,469,089.00	50,286,237.00
Annual Surplus or (Deficit):	(1,677,764.00)	(490,472.00)
Accumulated Surplus or (Deficit):	10,258,094.00	12,182,584.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Expenses on programs are budgeted to outpace revenue from donations.

Current Year:

Expenses on programs are budgeted to outpace revenue from donations.

Explanation for Accumulated Surplus or (Deficit):

Historical revenue includes endowments and other donations that are not spent in year received, contributing to accumulated surplus.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$2,000.00
Consultant Services	\$400.00
Volunteer Support (e.g. expenses, recognition)	\$200.00

Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$100.00
Equipment	\$0.00
Photocopying	\$200.00
Program Materials	\$2,225.00
Local Travel	\$100.00
Other	\$1,000.00

Should all funding be secured, we will use these funds to do additional promotion through the local newspaper to help reach participation target.

Office rent/mortgage/utilities are covered under CDA's annual operating budgets.

TOTAL **\$6,225.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Independent Respiratory Services	Amount	\$1,000.00
Funder 2 Name	Roche	Amount	1000.00
Funder 3 Name	Chan Sisters Foundation	Amount	1000.00

Amount Your Society will Provide: **\$225.00**

Total Proposed Budget: **\$6,225.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$0

Recommendation: This application, to support the "Walk and Talk" Program, is not recommended for funding as the organization has a significant accumulated surplus and audited financial statements were not provided.

Staff Comments / Conditions:

None

Society: Canadian Red Cross Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$4,040
Proposal Title: Keeping Richmond Seniors Safe in Their Homes and Community
Grant Purpose: Operating Assistance
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 3176
Richmond Residents: 2223

Grant Request Summary:

The Canadian Red Cross is seeking \$4040.00 towards the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) Office. The Richmond HELP program provides free, by-donation loans of basic medical equipment to community members recovering from injury or surgery, transitioning to a permanent dependency on a mobility device, or receiving palliative care in the home. While equipment may be borrowed by anyone referred by a health care professional, our data shows that 71% of HELP clients are seniors, 46% are elderly seniors over 75, and the majority (33%) are recovering from hip or knee surgeries. Our data also shows that roughly 47% of HELP clients are low income (making less than \$20,000) - without the service, many clients could not access this equipment. At its core, HELP is about fall prevention: statistics show that 1/3 of seniors fall once or more each year. And a senior is never more vulnerable than the period immediately after they are disabled as they struggle to adjust to a world built for the able-bodied.

With a rapidly growing senior demographic, the need for medical equipment loans is rising dramatically. In the last year alone, clients of the Richmond Depot have risen by 14%, and equipment loans by 22%. The three most borrowed items in Richmond are two-wheeled walkers (18%), raised toilet seats (13%) and wheelchairs (12%).

Working from a brand new 11,000 sq. ft equipment reprocessing facility that opened in June 2014, the Technician will work alongside a team of 40 volunteers to clean and repair returned equipment, guaranteeing the highest standards of hygiene and safety. With the number of Richmond seniors set to double by 2038, the Red Cross is ramping up operations to ensure every vulnerable community member has immediate access to the medical equipment they need. HELP equipment loans are a key component of the "Home is Best" philosophy promoted by the Vancouver Coastal Health Authority.

Richmond Services Received by Your Organization:

Re: the Number To Be Served

The numbers above represent 14/15 service stats + 10%. As Client Numbers increased by 14% in the last year alone, this is a conservative estimate. Due to the location of the Richmond HELP Office, approximately 70% of HELP clients resided outside of the City, the majority from Delta and those living in South Vancouver. However, it is also important to note that the Red Cross' broad service mandate to serve anyone and everyone in need works both ways. Last year, 136 Richmond residents borrowed equipment at 7 HELP locations in the Lower Mainland, as far east as Nanaimo, and as far west as Kamloops.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,371,074.00	2,014,000.00
Total Expenses:	2,371,074.00	2,014,000.00
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:

The budget described above is for the BC HELP Program only.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$4,040.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety
2013	\$4,400.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)

Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$4,040.00</u>

Financial Assistance from Other Sources (if applicable)

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

Amount Your Society will Provide: **\$36,000.00**

Total Proposed Budget: **\$40,040.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation:

This request to fund for technical support is not recommended as 70% of those served by the depot reside outside Richmond. A key eligibility requirement is that primarily Richmond residents be served.

Staff Comments /
Conditions:

None

Society: Children of the Street Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$4,000
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: 750

Grant Request Summary:

TCO² stands for Taking Care of Ourselves, Taking Care of Others and is a unique workshop designed to prevent the sexual exploitation of children and youth by empowering them with knowledge and tools to keep themselves and their peers safe. Using monologues, skits, and role-plays, a group of two young-adult Workshop Facilitators (one male, one female) engage youth participants in a meaningful and interactive examination of what sexual exploitation is, who is involved, and how to prevent it from happening. The workshop is highly customized in size, material, and length to meet the needs of each group and address the specific issues affecting each community. Topics covered include: recruitment tactics, warning signs of exploitation, human trafficking, violence and drugs in the sex trade, exploitation over the Internet, non-commercial forms of exploitation, males in the sex trade, barriers to exiting the sex trade, community resources, and how to get help. TCO² is presented free of charge to children and youth ages 10-18 (grades 5-12) throughout the province with the bulk of workshops facilitated in the Lower Mainland, including Richmond. We facilitate to such an age group because research has shown that 13 is the average age that children reported their first experience of being sexually exploited through the sex trade. The workshop acts as a springboard of discussion among young people, with their peers, siblings and families, and teaches young people to take care of themselves and others. Since school staff (teachers, principals, youth workers, etc.) also benefit from TCO² through simply being present in the classrooms while we're presenting, it is not uncommon for educators to continue the dialogue about the issue of sexual exploitation with their students following a workshop. The knowledge, resources and referrals provided in our workshops and through our support give the community tangible tools to deal with sexual exploitation.

Richmond Services Received by Your Organization:

We currently do not receive any services from City of Richmond.

FINANCIAL INFORMATION

Health, Social & Safety 2016
Children of the Street Society

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

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	429,779.00	841,652.00
Total Expenses:	402,021.00	841,652.00
Annual Surplus or (Deficit):	27,758.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The accounts of Children of the Street Society are maintained on an accrual basis. The surplus results from the timing of funding coming in near the last day of our fiscal year.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

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

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$252,921.00
Consultant Services	\$4,059.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$18,526.00
Utilities and Telephone	\$3,686.00
Supplies	\$3,933.00
Equipment	\$1,922.00
Photocopying	\$3,105.00
Program Materials	\$1,798.00
Local Travel	\$6,055.00
Other	\$45,356.00

Others:

- Honoraria (1,025)
- Special Events (5,787)
- Postage & Courier (1,708)
- Bank Charges (186)
- Insurance (5,591)
- Licenses & Memberships (25)

TOTAL \$341,361.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	PLEA Community Services Society of BC	Amount	\$52,500.00
Funder 2 Name	Ministry of Justice	Amount	50000.00
Funder 3 Name	City of Vancouver	Amount	20500.00

Amount Your Society will Provide: **\$7,661.00**

Total Proposed Budget: **\$341,361.00**

GRANT RECOMMENDATIONS

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

Recommendation:

This application, to support program expenses of workshops designed to prevent the sexual exploitation of children and youth, is recommended for the full amount requested. Strong community support for more presentations has been established.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2016
Health, Social & Safety Program**

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

Society: Chimo Community Services

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

Grant Request: \$48,903

Proposal Title: 2016 Health, Social and Safety Grant

Number Served: Richmond Residents:

Grant Request Summary:

This grant supports delivery and expansion of Chimo's Crisis Line, Outreach & Advocacy, and Community Engagement programs, all of which are delivered by professionally-trained and supervised volunteers. Annually, these services support approximately 16,000 people.

Our Crisis Line and Outreach & Advocacy programs provide immediate emotional support; help with problem identification, clarification, and resolution; provide strong linkages to community resources; give practical assistance with poverty, administrative, family, immigration, and civil matters; and intervene in life-threatening situations. As a result, individuals and families are supported, in some cases lives are saved, people are able to resolve their issues and move forward with greater clarity, capacity, energy, robustness, and readiness to address future life challenges.

Our Community Engagement program offers eight educational workshops for Richmond Secondary students. Topics include suicide awareness, bullying, body image, financial literacy, stress management, and teen relationship abuse prevention.

Changes that will impact grant use:

n/a

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,643,607.00	1,890,905.00
Total Expenses:	1,704,688.00	1,890,905.00
Annual Surplus or (Deficit):	(85,392.00)	0.00
Accumulated Surplus or (Deficit):	52,373.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Deficit reflects expenses incurred for marketing and fundraising activities during the

year.

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

Reason for accumulated surplus is due to a transfer of 62,000 from Chimo's Legacy Fund plus from an adjustment of the contingency reserve in the amount of 24,286 to offset the 2014 deficit.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$48,419	Health, Social & Safety
2014	\$47,940	Health, Social & Safety
2013	\$47,000	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$48,903

Recommendation:

This Multi-Year 2 request to support crisis response services, community engagement, outreach and advocacy programs, is recommended for the full amount requested.

Staff Comments /

Conditions:

None



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: Community Mental Wellness Association of Canada

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

Grant Request: \$37,000

Proposal Title: CMWAC Community Service Delivery

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 9500

Richmond Residents: 9500

Grant Request Summary:

Maintain funding toward support activities that promote psycho-social recovery and mental health promotion services. Monthly mental health education presentation, karaoke, dancing, tea groups, support groups, field trips, festival events, outreach support, English conversation class, knitting, mental health information events, choir, emotional support and networking, individual and family counselling in Mandarin and Cantonese, workplace skills training for family members, volunteers, and seniors impacted by mental health issues. Target groups include multicultural residents of Richmond seeking information or support services for mental health issues and referrals. The community benefit of CMWAC participants is large. Individuals affected by depression or have mental health concerns can attend a 2-3 week recovery workshop with Cognitive Behavior Treatment based healing strategies. Group and individual counselling is also offered by CMWAC counselling team composed of professionals.

Please see the emailed attachment to Lesley Sherlock for the description of the 12 programs.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	120,000.00	126,000.00
Total Expenses:	120,000.00	126,000.00
Annual Surplus or (Deficit):	0.00	0.00

Over \$5000 Multi Year - Year 1
Summary Page 2

Explanation for Annual Surplus or (Deficit):

N/A

N/A

N/A

Year	Amount	Grant Program
2015	\$9,142	Health, Social & Safety
2014	\$9,051	Health, Social & Safety
2013	\$8,874	Health, Social & Safety

Personnel (Salaries and Benefits)	\$11,040.00
Consultant Services	\$4,180.00
Volunteer Support (e.g. expenses, recognition)	\$3,600.00
Office Rent or Mortgage	\$13,200.00
Utilities and Telephone	\$1,900.00
Supplies	\$1,270.00
Equipment	\$400.00
Photocopying	\$400.00
Program Materials	\$600.00
Local Travel	\$0.00
Other	\$410.00

TOTAL	\$37,000.00
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Funder 1 Name	BC Gaming	\$98,595
Funder 2 Name	New Horizons	\$24,832
Funder 3 Name		

Amount Your Society will Provide: \$48,128.00

Total Proposed Budget:	<u>\$208,555.00</u>
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GRANT RECOMMENDATIONS

Recommended
Amount: \$9,352

Recommendation:

Multi-Year 1 funding is recommended at the same level as last year, plus a Cost of Living increase, to support mental wellness education, workshops and referrals to other community services.
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Staff Comments /
Conditions:

None

Society: Family Services of Greater Vancouver
Grant Type: Over \$5000 Multi Year - Year 2
Grant Request: \$47,066
Proposal Title: Richmond Counselling, Support and Therapeutic Education Program
Number Served: Richmond Residents:
Grant Request Summary:

The grant request will be used to continue the Counselling, Support and Therapeutic Education program that Family Services (FSGV) has provided in the City of Richmond for the last 35 years. This program offers individual, family and group counselling provided by masters level registered clinical counsellors and registered social workers and is fully accredited by CARF International. The FSGV Counselling, Support and Education program serves clients of all ages, family configurations and income groups, addressing a wide spectrum of concerns including parenting issues, emotional and behavioural difficulties in children and youth, family conflict, depression and anxiety, relationship difficulties, loss and grief etc. This program prioritized and works primarily with residents of Richmond. This program is preventative in nature, unique to Richmond, and works in partnership with other Richmond agencies. It is accessible to people who can't afford private counselling or other fee based services and/or who don't qualify for any other services. Services are provided in a variety of languages, including Cantonese and Mandarin to reflect the diverse and changing demographic of the Richmond population. All participants are given a thorough assessment at the time of intake and are actively involved in working with a clinician to set and achieve their counselling goals. On average, individuals or families are able to access 12 sessions of counselling, however, they are not limited to this number of sessions should they require further service because of the highly trained staff, this program is able to offer a wide variety of therapeutic modalities. This allows for service to be flexible to meet client needs. This program assists individuals to improve their coping skills, better deal with life's challenges, improve their quality of life and be active participants in their own lives and in society as a whole.

Changes that will impact grant use:

There have been no changes that would impact the grant use. While there may be some slight change in client demographics - i.e. increase in seniors requesting services etc there are not significant changes that would affect the delivery of the program or grant use.

FINANCIAL INFORMATION
Your Society's Budget:
Last Complete Year
Proposed Year

Health, Social & Safety 2016
Family Services of Greater Vancouver

Over \$5000 Multi Year - Year 2
Summary Page 2

Total Revenue:	24,145,913.00	25,350,568.00
Total Expenses:	24,445,043.00	25,503,586.00
Annual Surplus or (Deficit):	(299,130.00)	(153,018.00)
Accumulated Surplus or (Deficit):	652,711.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The operating deficit was due to one time costs relating to program closures and internal department restructure. The reserves and accumulated surplus adequately cover the deficit.

Current Year:

Our operating deficit was a strategic investment initiative by the current board of directors. It reflects the reality of cost pressures from government contracts and our need to invest in infrastructure and training initiatives. The agency and its foundation have adequate reserves to cover the deficit.

Explanation for Accumulated Surplus or (Deficit):

The total accumulated surplus is the accumulated net results for over 100 programs over the years. It currently represents approximately 2.6% of annual revenues. Annual budgets will address the surplus by utilizing it to cover cost pressures from government contracts, invest in infrastructure and training initiatives.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$47,066	Health, Social & Safety
2014	\$46,600	Health, Social & Safety
2013	\$46,600	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$47,066

Recommendation:

This Multi-Year 2 recommendation is to support the Counselling, Support and Therapeutic Education

Program, available to all residents on a sliding fee scale, for the full amount requested.

Staff Comments /
Conditions:

None



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: Heart of Richmond AIDS Society

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

Grant Request: \$15,000

Proposal Title: Office and Administrative Operations

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1600

Richmond Residents: 1550

Grant Request Summary:

The office is the base for our operations and provides specific services to persons with HIV/AIDS, their friends, families and caregivers. These include: a group meeting place; location for individual guidance and advice; free computer facilities; information centre; distribution point for food and food vouchers; planning centre for our HIV 101 Education and Prevention Program which is presented annually to over 1,500 students in all Richmond high schools. This funding will cover some of the costs of this facility and the staff who manage it. The direct benefits are better, healthier lives for those living with HIV/AIDS, reducing the impact on health and community services. The indirect benefits of Education and Prevention are the avoidance of infection with HIV/AIDS along with the huge associated life changes and increased healthcare costs.

Richmond Services Received by Your Organization:

NA

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	161,388.00	180,000.00
Total Expenses:	161,280.00	181,000.00
Annual Surplus or (Deficit):	108.00	0.00
Accumulated Surplus or (Deficit):	8,670.97	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus is insignificant.

Current Year:

No surplus anticipated.

Explanation for Accumulated Surplus or (Deficit):

This small surplus is maintained as a short term protection against unforeseen expenses or reduced income.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$10,508	Health, Social & Safety
2014	\$10,404	Health, Social & Safety
2013	\$10,200	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$15,000.00
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	<u>\$15,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming	\$6,000
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<u>\$0.00</u>
Total Proposed Budget:	<u>\$21,000.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$10,750

Recommendation:

Multi-Year 1 funding is recommended to assist with program costs for those with HIV/AIDS and their families, as well as education/prevention services, for the same level as last year plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

Society: Minoru Seniors Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: The Sharing Farm Social Club
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 45
Richmond Residents: 45

Grant Request Summary:

Proposed activity: Intergenerational opportunity for seniors and youths from different cultures to grow and harvest healthy produce to be donated to the local Food Bank. The work includes seeding, transplanting and harvesting in raised and accessible garden beds as well as a social component at the end of each session with light lunches and sharing of stories and ideas.

Transportation is provided to and from the Sharing Farm from allocated community centres. The sessions have an emphasis on sharing and socializing between generations and diverse cultural participation with an agri-education component. Based on the increase in enrollment with participants from Asian and eastern European backgrounds and whose primary languages are not English, there is an opportunity to address a gap and a need of Richmond residents who may have barrier to participation due to language difficulty.

Community benefits: strengthens communications, maximizes resources, expands service, increases cultural exchange, stimulates learning, increases socialization and social skills, increases emotional support and enhances community interactions.

Strategic direction # 2 from the Seniors Service Plan, Providing Relevant and Appropriate Services encourages the expansion of intergenerational programming for the benefit of seniors and youth, which this program is able to fulfill.

Richmond Services Received by Your Organization:

Minoru Seniors Society is located in Minoru Place Activity Centre where funding for staff and building is a City responsibility. Estimate about 928,500 for the City portion of operations.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	450,629.00	485,340.00
Total Expenses:	423,827.00	491,729.00
Annual Surplus or (Deficit):	26,802.00	(6,389.00)
Accumulated Surplus or (Deficit):	295,033.00	286,244.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Small surplus for this operation, adjustments made in staffing for the following year.

Current Year:

New staffing positions for the Society.

Explanation for Accumulated Surplus or (Deficit):

Prudent planning for future move to a new facility

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$3,535.00	Health, Social & Safety
2014	\$3,500.00	Health, Social & Safety
2013	\$2,500.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$1,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$500.00
Equipment	\$300.00

Health, Social & Safety 2016
Minoru Seniors Society

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

Photocopying	\$50.00
Program Materials	\$150.00
Local Travel	\$900.00
Other	\$1,400.00

Light Lunches for participants and volunteers

TOTAL	<u>\$5,000.00</u>
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Financial Assistance from Other Sources (if applicable)

Funder 1 Name	British Columbia Ministry of Finance - Multiculturalism Grants	Amount	\$2,500.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide:	<u>\$700.00</u>
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Total Proposed Budget:	<u>\$8,200.00</u>
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GRANT RECOMMENDATIONS

Recommended Amount: \$3,616

Recommendation: This funding, to support program costs of the intergenerational Greenhouse Social Club for seniors and youth, held at the Sharing Farm, is for the same level as last year plus a Cost of Living Increase.

Staff Comments / Conditions:

None

Society: Multicultural Helping House Society
Grant Type: Over \$5000 Single Year
Grant Request: \$50,821
Proposal Title: Health & Wellness Program
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable):
End Date (if applicable):
Number To Be Served: 1900
Richmond Residents: 1250
Grant Request Summary:

MHHS seeks funding for an innovative Health & Wellness Program for 55+ers Club and live-in caregivers in Richmond. It aims to include activities that assists live-in caregivers and seniors in Richmond to

become informed on healthy lifestyles, become socially adjusted and engaged.

This program will provide health information and learning resources to them. Group activities will provide an opportunity for seniors and live-in caregivers to work together to support and encourage healthier lifestyles. Moreover, this program intends to encourage volunteerism and engagement, reduce social loneliness and isolation and improve, restore, promote and maintain optimal health. It will decrease the incidence of mental illnesses which can be costly to the health care and welfare system of Canada.

Proposed activities include Fitness through Dance and Meditation in Motion, Mind Games, Healthy Food Information Sessions, Health Education , Networking and Experience-sharing and fitplus cooking.

Richmond Services Received by Your Organization:

On October 4, 2014, MHHS was granted an approval for the use of the Brighthouse Elementary School Gym for its Saturday activities.

FINANCIAL INFORMATION
Your Society's Budget:
Last Complete Year
Proposed Year

Health, Social & Safety 2016
Multicultural Helping House Society

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

Total Revenue:	458,201.00	553,987.00
Total Expenses:	627,493.00	521,798.00
Annual Surplus or (Deficit):	(169,292.00)	32,189.00
Accumulated Surplus or (Deficit):	535,349.00	567,538.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Decrease in revenue by 13%

Current Year:

Improved operation as reflected by a 20% increase in revenue

Explanation for Accumulated Surplus or (Deficit):

Due to a carry-over surplus of 704,641 from prior year

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$8,406	Health, Social & Safety
2014	\$8,323	Health, Social & Safety
2013	\$8,160	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$35,353.00
Consultant Services	\$2,640.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$4,308.00
Utilities and Telephone	\$1,020.00
Supplies	\$1,200.00
Equipment	\$0.00
Photocopying	\$300.00
Program Materials	\$4,000.00
Local Travel	\$1,000.00
Other	\$0.00
TOTAL	<u>\$50,821.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$0.00

Total Proposed Budget:

\$50,821.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$8,599

Recommendation:

Additional information was provided by MHHS to support their application for assistance with the Richmond 55+ Health & Wellness Program, including funding from other sources, as well as information about their programming, participants and budget. The recommendation is for the same level as last year, plus a Cost of Living increase.

Staff Comments /
Conditions:

None

Society: Pacific Post Partum Support Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$4,300
Proposal Title: Childminding at our Richmond Postpartum Support Group
Grant Purpose: Community Service / Program / Event - Ongoing

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

Number To Be Served: 25
Richmond Residents: 25

Grant Request Summary:

This grant provides for on-site childcare for mothers who attend the weekly Richmond facilitated support group for women experiencing postpartum depression or anxiety (PPD/A). Offering childcare for this group increases attendance and therefore group impact dramatically. The group now usually operates at capacity: 8 women, most of whom bring one or more children.

Furthermore, the childcare provided by trained and experienced childminders is an important component in mothers' recoveries. The professional child care workers staff a clean, spacious and welcoming child care room at Richmond Garratt Wellness Centre and provide some immediate practical relief for mothers. Many mothers experiencing postpartum depression and anxiety do not want to leave their infants; on-site childcare enables these mothers to both attend group and care for their children. Often this childcare is the first break the mother has had since the birth of the child, and this break can be a huge factor in her recovery. The mothers feel comfortable knowing their children are near, and they can temporarily leave the group meeting to nurse or settle their children.

Without support and treatment, PPD/A can negatively affect the quality of life and health outcomes for parent and child, including serious consequences such as marital breakdown, child neglect and abuse, and suicide. PPD/A risk is close to 50% higher for new immigrants in urban areas, a group that includes many Richmond families.

Richmond Services Received by Your Organization:

group and for the childcare for the group, weekly (ongoing).

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	375,788.00	300,845.00
Total Expenses:	341,360.00	300,845.00
Annual Surplus or (Deficit):	34,428.00	0.00
Accumulated Surplus or (Deficit):	73,969.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In an effort to correct the prior year's significant deficit, the Society implemented new controls and procedures to better manage expenses. A small over-correction occurred.

2014/15 revenue and expenses includes 47,334 in revenue and expense from a 12 month, one-time contract which began in July 2014.

Current Year:

We are expecting to balance the budget. We are closely watching and managing expenses as well as revenues and adjusting as necessary.

Explanation for Accumulated Surplus or (Deficit):

This represents our operational surplus of 50,877 to cover unexpected shortfalls such as those that occurred in 2014 as well as 23,092 in temporarily restricted surplus funds.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$1,515.00	Health, Social & Safety
2014	\$1,500.00	Health, Social & Safety
2008	\$2,500.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$4,300.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00

Health, Social & Safety 2016
Pacific Post Partum Support Society

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

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 \$4,300.00

Financial Assistance from Other Sources (if applicable)

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

Amount Your Society will Provide: \$800.00

Total Proposed Budget: \$5,100.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,550

Recommendation:

This grant will assist with child minding expenses to enable new mothers with postpartum depression to access support services, recommended for the same level as last year plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

Society: Parish of St. Alban's (Richmond)**Grant Type:** Over \$5000 Single Year**Grant Request:** \$51,382**Proposal Title:** St. Alban's Extreme Weather Shelter, Drop In Centre, & Community Meal**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 750**Richmond Residents:** 685**Grant Request Summary:**

1. Extreme Weather Shelter - the only shelter in Richmond offering shelter and meals to the city's neediest women, children and men. Our mandate is to save lives, by opening on the coldest night of the year, but we offer more: dignity, companionship and service referrals. Over the years, we have helped several of our shelter guests secure jobs, get into rehabilitation programs, find housing, and reconnect with families. This not only helps the individuals, but it helps our community by reducing the number of people on the streets and reducing crime associated with homelessness.

2. Drop-In Centre - This initiative commenced in October 2012 and is open weekdays. This drop-in centre was identified as one of the top priorities for the City of Richmond by the Richmond Homelessness Coalition. The drop-in centre targets the poor, the marginalized and the isolated individuals in our city, including new Canadians (a large population in Richmond), people with mental health issues and those who are underemployed or unemployed. The purpose is to provide our guests with a place where they can be supported, re-engage with the community and be directed to counselling, health care information and employment services. Our aim is to help them become better equipped to sustain relationships and become more aware of community resources.

3. Community Meal - We serve a hot, nourishing meal to 140 - 175 people every Tuesday from September to June. We served 7,268 meals to men, women, children including seniors, families, new immigrants, the isolated and the poor. We also offer volunteer services.

4. Shower Program – Every Saturday, from 7:30 to 10:00am, a safe and respectful place is provided for those in need to take a hot shower. The program provides soap, shampoo and conditioner, razors, towels, fresh underwear and clothing. A hearty, hot breakfast is provided for both guests and volunteers.

Richmond Services Received by Your Organization:

The City installed a shower for use by the clients of the Shelter.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	224,448.68	142,185.00
Total Expenses:	245,172.10	251,012.07
Annual Surplus or (Deficit):	(20,723.42)	(31,072.07)
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

An increase in expenses along with a decrease in donations

Current Year:

An increase in expenses along with a decrease in donations

Explanation for Accumulated Surplus or (Deficit):

An increase in expenses along with a decrease in donations

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$12,500	Health, Social & Safety
2014	\$10,000	Health, Social & Safety
2013	\$9,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$39,520.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$8,000.00
Supplies	\$0.00

Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$3,862.00

Food

TOTAL \$51,382.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide: \$0.00

Total Proposed Budget: \$51,382.00

GRANT RECOMMENDATIONS

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

Recommendation:

This grant, recommended for an increased amount, will support the Extreme Weather Shelter, Drop-in Centre, Community Meal and Shower Program. A total of 250 volunteers and strong partnerships support the three programs. Other funders are identified in the Financial Statements.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2016
Health, Social & Safety Program**

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

Society: Pathways Clubhouse
Grant Type: Over \$5000 Multi Year - Year 2

Grant Request: \$34,340

Proposal Title: Pathways Clubhouse

Number Served: Richmond Residents:

Grant Request Summary:

The grant will be used to subsidize our Meal Program, rent costs, and operating costs.

Pathways Clubhouse is an evidence based, community rehabilitation program for people recovering from a mental illness, and is open everyday of the year.

The majority of our members are living on disability benefits, and having a nutritional meal is essential to assist with their mental and physical wellness. The majority of the grant will be used to subsidize the meal program, with the rest being used for rent and operating costs.

Changes that will impact grant use:

Although there are no changes in our application, due to the rising costs of food, we were over budget. We have applied to a variety of foundations to assist with this cost pressure.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,756,216.00	2,643,286.00
Total Expenses:	2,800,341.00	2,665,310.00
Annual Surplus or (Deficit):	(44,125.00)	16,524.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

This included amortization of 103,439 which created the loss.

Current Year:

Amortization for this year is 16,524.

Explanation for Accumulated Surplus or (Deficit):

n/a

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$34,340	Health, Social & Safety
2014	\$34,000	Health, Social & Safety
2013	\$34,000	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$34,340

Recommendation:

This Multi-Year 2 grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness, recommended for the full amount requested.

**Staff Comments /
Conditions:**

None



Multi-Year Grant Application for 2016
Health, Social & Safety Program

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

Society: Richmond Addiction Services Society

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

Grant Request: \$219,026

Proposal Title: Centre of Excellence in the Prevention of Substance Use, Misuse, Problem

Number Served: Richmond Residents:

Grant Request Summary:

RASS has received funding to support the City of Richmond to prevent the impacts and consequences of substance use, misuse and addiction as well as problem gambling and other addictive behaviours. In addition, we aim to delay the onset of first use by increasing the awareness of positive coping skills, decision making skills and increase the number of developmental assets in members of our community by offering awareness campaigns, teaching coping and decision making skills and creating partnerships with other agencies to help build the social connectedness in our city. Funding from the city supports RASS to operate a professional and highly regarded and accredited programs and services. The target groups are children, youth, parents and seniors with culturally appropriate interventions and programs to engage, and educate our community. The benefits of our programming are seen in falling substance use rates across the community, increased community engagement and service contacts with our agency. In addition the partnerships, collaborative projects and programs illustrate the many benefits our community receives from the work being done at RASS.

Changes that will impact grant use:

There will be no changes for this year.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,205,267.00	1,192,870.00
Total Expenses:	1,205,049.00	1,192,870.00
Annual Surplus or (Deficit):	218.00	0.00
Accumulated Surplus or (Deficit):	71,522.00	71,522.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Small surplus was budgeted - not significant

Current Year:

No surplus or deficit budgeted for current year

Explanation for Accumulated Surplus or (Deficit):

Carryover from previous years.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$204,368	Health, Social & Safety
2014	\$202,345	Health, Social & Safety
2013	\$198,377	Health, Social & Safety

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$209,068

Recommendation:

This Multi-Year 2 grant, including a Cost of Living allowance, will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours.

**Staff Comments /
Conditions:**

None



Grant Application Summary for 2016
Health, Social & Safety Program

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

Society: Richmond Amateur Radio Club
Grant Type: \$5,000 or Less Single Year
Grant Request: \$2,200
Proposal Title: Emergency Communications and Community Event Support
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: Population of Richmond
Richmond Residents: All

Grant Request Summary:

For the Richmond Amateur Radio Club (RARC) to effectively carry out its Emergency Communications and Community Support programs, additional funding is required for communications collateral (GOG radio station renovations), volunteer support, and training and education expenses. This will allow RARC the necessary resources to maintain its role in providing emergency radio communications support at local community events in Richmond (i.e. Steveston Salmon Festival Canada Day Parade, Terry Fox Run, SOS Children's Villages Run) and educating the general public about Amateur radio in emergency communications at local community events (e.g. presentations at CCM Safety & Secure Living Fair, BC Science Teachers' Association Conference, City of Richmond Works Yard Open House). By supporting local community activities, and contributing to the overall public safety at those events, the RARC will be more experienced and better prepared to carry out its role in emergency radio communications support for the City of Richmond by supporting the city's Emergency Programs' Emergency Social Services (ESS), and being a part of the Provincial Emergency Program (PEP) under Emergency Management BC (EMBC).

Richmond Services Received by Your Organization:

Use of City Works Yard for parking emergency communications trailer and locating the club's UHF/VHF repeater on the yard's radio tower . These are in-kind exchange of services for the club's volunteer services to the City of Richmond and Steveston Community Society without any economic value.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	3,735.72	1,531.00
Total Expenses:	2,145.80	3,076.00

Health, Social & Safety 2016
Richmond Amateur Radio Club

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

Annual Surplus or (Deficit):	1,879.92	(1,545.00)
Accumulated Surplus or (Deficit):	1,838.19	293.19

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

1545 grant received in March 2015 was not spent by fiscal year end on Apr. 30, 2015, therefore leaving surplus of 1879.92.

Current Year:

Budget was established to account for unspent grant amount of 1545.00 which contributed to the previous year's surplus.

Explanation for Accumulated Surplus or (Deficit):

Additional surplus was due to more than forecasted students taking the radio course.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$1,545.00	Health, Social & Safety
2014	\$1,530.00	Health, Social & Safety
2013	\$1,500.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$150.00
Office Rent or Mortgage	\$200.00
Utilities and Telephone	\$950.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$300.00
Program Materials	\$600.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$2,200.00</u>

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Amount	\$0.00
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Health, Social & Safety 2016
Richmond Amateur Radio Club

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

Funder 2 Name	Amount	\$0.00
Funder 3 Name	Amount	\$0.00
Amount Your Society will Provide:		<u>\$1,500.00</u>
Total Proposed Budget:		<u>\$3,700.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$1,581

Recommendation:

This grant will assist with equipment repair and replacement, as well as volunteer expenses, for amateur radio operations that, in the event of emergency, would contribute to the safety of Richmond residents. The recommended level is the same as last year, plus a Cost of Living increase.

Staff Comments /
Conditions:

None



Grant Application Summary for 2016 Health, Social & Safety Program

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

Society: Richmond Bethel Mennonite Brethren Church

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

Grant Request: \$5,000

Proposal Title: Food For Life community meal

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 180

Richmond Residents: 170

Grant Request Summary:

Food For Life is a free community meal offered every Wednesday from September to June. Richmond Bethel Church hosts this service with its volunteers who prepare and serve the meals.

Although the meal service is open to anyone who comes, we find that our outside guests fall primarily into 3 groups - the disadvantaged, new immigrants, and the elderly. They come in growing numbers not only for the free hot meal, but also for the camaraderie and social interaction that they might not otherwise receive.

We at Richmond Bethel Church believe that this meal service helps to build a greater sense of community in Richmond by bringing a varied group of people together on a regular basis.

Richmond Services Received by Your Organization:

Richmond Bethel Church does not receive services from the city of Richmond but does receive property tax relief.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	290,976.33	274,095.00
Total Expenses:	319,097.16	276,836.00
Annual Surplus or (Deficit):	(28,120.83)	(2,741.00)
Accumulated Surplus or (Deficit):	(51,245.96)	(47,831.96)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

A drop in membership resulted in a substantial drop in general offerings that created the deficit at yearend.

Current Year:

A decrease in rental income has resulted in the current year's deficit.

Explanation for Accumulated Surplus or (Deficit):

Deficit budgets over the past 3 years is the reason for our accumulated deficit.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$2,576.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Gilmore Park United Church	Amount	\$5,000.00
Funder 2 Name	Royal Bank of Canada	Amount	3000.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$5,500.00**

Total Proposed Budget: **\$18,500.00**

GRANT RECOMMENDATIONS

Recommended

Amount: \$2,635

Recommendation:

This grant will assist with supplies for the weekly Food for Life community meal, recommended for the same level as last year plus a Cost of Living increase.

Staff Comments /
Conditions:

None



Multi-Year Grant Application for 2016
Health, Social & Safety Program

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

Society: Richmond Family Place Society
Grant Type: Over \$5000 Multi Year - Year 2

Grant Request: \$30,000

Proposal Title: Richmond Family Place Society

Number Served: Richmond Residents:

Grant Request Summary:

Richmond Family Place Society (RFP) is seeking funding to support its operating costs. RFP provides a wide array of preventative family support services and s programs to families with children birth to 12 years of age living in Richmond. These programs are delivered by qualified Early Childhood Educators and Pre-Teen Workers at 14 different sites throughout Richmond. The essence of Richmond Family Place is to promote community initiatives, enhance the parenting skills of caregivers, provide children opportunities to learn the skills they need to be successful in school and beyond, and to support the family as a whole. Families are also given information about other community resources. By participating in Family Place programming, parents feel less isolated, develop important social networks, establish a sense of belonging to their community and acquire a greater level of self confidence and self-esteem. This enables them to play a more active role in the community; they are more willing to be involved, to participate in problem solving efforts, to participate in community building initiatives, to care for and look after one another and to have a greater level of commitment to improving the community they live in. In addition to this, space at Debeck is made readily available and accessible to other community serving agencies for the purpose of providing programs that benefit the health and well-being of families, and therefore communities. Strong and healthy families build strong and healthy communities.

Changes that will impact grant use:

Year 1 reviewed and no changes are requested.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	827,137.00	745,458.00
Total Expenses:	808,142.00	736,531.00
Annual Surplus or (Deficit):	18,995.00	8,927.00
Accumulated Surplus or (Deficit):	79,243.00	88,170.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus for the last complete year is due to the 4.5 month vacancy of the Executive Director position while an exhaustive Executive Director search was in place.

Current Year:

Following good fiscal responsibility and guidelines for non-profits a small surplus is achieved.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$24,725	Health, Social & Safety
2014	\$24,480	Health, Social & Safety
2013	\$24,000	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$25,294

Recommendation:

This Multi-Year 2 grant, for family support programs and other preventative services for families with children up to 12 years, is recommended for the same level as last year plus a Cost of Living increase.

Staff Comments /

Conditions:

None

Society: Richmond Food Bank Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Richmond Poverty Response/Richmond Rental Connect
Grant Purpose: Operating Assistance

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

Number To Be Served: 250+
Richmond Residents: 250+

Grant Request Summary:

Richmond PRC project for 2016 and beyond:

Full Participation – Eliminating Barriers to Access

Background: Over 20% of Richmond residents live in poverty, which affects new immigrants, seniors, disabled, youth, single parent families and low-income families disproportionately and affects their ability to access vital services and programs including those concerning health and wellness, housing, food, childcare and recreation. This project will identify, investigate and propose local Richmond solutions to persistent barriers that effectively bar low-income people from participating fully in society.

Past Projects: Our core work is to coordinate numerous activities and conduct projects related to poverty reduction. Since 2000, we have developed and delivered a number of pilot projects that have become established programs in Richmond, and are administered by non-profit agencies with the capacity to continue them (Richmond Shares, Chimo Outreach and Advocacy, Richmond Low Income Resource Directory, Richmond Food Security Society and Richmond Rental Connect).

New Project: After 15 years of filling the gaps in service, members of the Richmond PRC see the need for a project that focuses on identifying the persistent barriers for low-income people that effectively bar them from participating fully in society. We believe that gaps will continue unless we can identify the systemic reasons and promote change in access and delivery of services and programs. We fully believe that investing in the human potential of low-income people will enrich society and contribute to greater good of

our economy.

The project will be in three phases (multi-year 2016 - 2018)

Phase 1: Mapping: (2016) We will map various services and programs in Richmond and develop a multi-modal database and website to assist low-income people to navigate the current systems. We will work with Richmond Cares Richmond Gives to upgrade the Low Income Resource Directory and make it more functional and responsive

Richmond Services Received by Your Organization:

none

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	22,086.00	24,041.00
Total Expenses:	21,261.00	17,279.00
Annual Surplus or (Deficit):	825.00	6,762.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus reflects funds for a project carried over to 2015.

Current Year:

The expenses are year to date as of October 31. The funds will be used for completing rental connect project and maintaining PRC operations until March 2016 when City grant, if approved, as received.

Explanation for Accumulated Surplus or (Deficit):

none

MOST RECENT PREVIOUS GRANT(S) (if applicable)

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

PROPOSED CITY GRANT USE

Health, Social & Safety 2016
Richmond Food Bank Society

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

Personnel (Salaries and Benefits)	\$5,000.00
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	<u>\$5,000.00</u>

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Vancouver Coastal Health	Amount	\$10,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$2,000.00**
Total Proposed Budget: **\$17,000.00**

GRANT RECOMMENDATIONS

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

Recommendation: This grant will assist the Poverty Response Committee to map services and programs, develop a database and website for low-income residents and, in partnership with Richmond Cares Richmond Gives, upgrade the Low Income Resource Directory. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None

Society: Richmond Food Security Society
Grant Type: Over \$5000 Single Year
Grant Request: \$18,000
Proposal Title: Building a Food Secure Richmond
Grant Purpose: Operating Assistance
Start Date (if applicable):
End Date (if applicable):
Number To Be Served: 5000
Richmond Residents: 5000
Grant Request Summary:

Richmond Food Security Society (RFSS) is a community organization committed to building a nutritious, safe, secure and affordable food system through education, skills development, research and policy change.

RFSS provides many community programs including:

- Richmond Community Gardens, where a wide range of Richmond residents, including new immigrants, seniors and low income individuals can access one of over 300 garden plots at nine sites across the city to engage in community, healthy physical activity and produce healthy, organic foods for themselves and their families. Funds from this grant stream will help us provide this program at a price that all residents can afford.
- Stir It Up Youth Kitchen, where Richmond youth at risk can attend free, weekly sessions and learn to cook healthy meals, and experience the benefits of connecting with positive mentors and peers. There is often leftovers that youth can take home to their families.
- Richmond Fruit Recovery Project, where teams of volunteers connect with local residents with surplus fruit to pick and deliver to the Richmond Food Bank, to ensure low income residents have access to healthy fresh foods.
- Food For Thought Book Club, where Richmond residents gather and connect once each month to read and discuss current books related to food security. This program helps to socially engage residents and build networks of support.

In addition, RFSS is engaged in research projects such as:

- Multicultural Study, where we are engaging with multicultural community groups

including new immigrants to explore their barriers and needs to becoming food secure

- Healthy Food Retail Study, where we are exploring physical access to healthy food across the city in order to ensure all people have easy access to healthy foods.

Combined, these programs and research initiative contribute significantly to a healthy, socially engaged and food secure Richmond.

Richmond Services Received by Your Organization:

The City of Richmond provides Richmond Food Security Society (RFSS) with office space at Terra Nova Rural Park, under our operating agreement to manage the Richmond Community Gardens. We also receive free access to the Red Barn to host events and workshops.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	206,375.00	131,172.00
Total Expenses:	200,125.00	163,065.00
Annual Surplus or (Deficit):	6,250.00	5,245.47
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The last fiscal year ended with :

- a deficit of unrestricted funds of 6,225.56
- a deficit in the internally restricted Community Garden program of 10,261.11
- a surplus in externally restricted funds of 38,149.91

The Community Garden program continues to be a financial drain on the society, simply because it takes more time to run than the plot fees cover. We are actively working with staff in the Parks Department to resolve this, but funds from this Health, Social and Safety grant stream would assist greatly in reducing accumulated deficit while we strategize for the long term.

Current Year:

unconfirmed funds. Please notice that several programs operate under cost, and depend on significant fundraising efforts to exist. In particular, the community gardens program had a net loss in the last fiscal year 10,261.11, and continues to accumulate deficit in this fiscal year.

Explanation for Accumulated Surplus or (Deficit):

Apologies, due to transition in staff and treasurer, this is difficult question to answer. See explanation for last fiscal year surplus (and deficit) for details.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$5,050	Health, Social & Safety
2014	\$5,000	Health, Social & Safety
2013	\$4,080	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$16,000.00
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	\$500.00
Other	\$0.00
TOTAL	<u>\$18,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Coastal Health	\$37,000
Funder 2 Name	Nutrition Link	\$10,000
Funder 3 Name	BC Gaming	\$40,000

Amount Your Society will Provide:	<u>\$10,000.00</u>
Total Proposed Budget:	<u>\$115,000.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$5,166

Recommendation:

This grant will support the operating expenses of volunteer management and training staff, who support palliative care volunteers, as well as a number of grief support and counselling programs. An increased level is recommended as volunteers play a key role in end-of-life support services.
--

**Staff Comments /
Conditions:**

None



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: Richmond Hospice Association

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

Proposal Title: Hospice Palliative Support Programs and Resources for Richmond residents

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 300

Richmond Residents: 300

Grant Request Summary:

Fund 2 part time staff positions at risk of being lost which are critical to the delivery of hospice palliative support in the city. Our services are available to all Richmond residents. These positions provide volunteer management, scheduling in all settings as well as support and recognition of volunteers, hospice palliative volunteer training programs (2 thirty hour programs annually). We provide the only training program for hospice palliative volunteers in Richmond. Also included are group facilitation of all of our group programs which are as follows 5, six week grief support groups annually, 3 ongoing monthly drop in groups, weekly walking and relaxation groups, community education and awareness programs at local community centres and our library program. In addition we will be offering counseling sessions to those clients for whom it is the only appropriate service, All of our programs are free of charge in keeping with the mandate of the Canadian Hospice Palliative Care Association. Referrals are received from medical professionals, other social service agencies and by word of mouth.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	79,427.00	100,000.00
Total Expenses:	85,865.00	100,610.00
Annual Surplus or (Deficit):	(6,438.00)	(610.00)
Accumulated Surplus or (Deficit):	(6,438.00)	(610.00)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Last year donations were down as were program fees.

Current Year:

Explanation for Accumulated Surplus or (Deficit):

We continue with a deficit however it will be decreasing as we raise our profile and

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$7,211	Health, Social & Safety
2014	\$7,140	Health, Social & Safety
2013	\$7,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$12,000.00
Consultant Services	\$500.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$350.00
Supplies	\$300.00
Equipment	\$350.00
Photocopying	\$500.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$300.00

Snacks and Beverages for program attendees

TOTAL \$15,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming Commission	\$48,000
Funder 2 Name	Vanocuver Coastal Health	\$15,000
Funder 3 Name		

Amount Your Society will Provide: \$0.00

Total Proposed Budget: \$78,000.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$10,000

Recommendation:

This grant will support the operating expenses of volunteer management and training staff, who support palliative care volunteers, as well as a number of grief support and counselling programs. An increased level is recommended as volunteers play a key role in end-of-life support services.

**Staff Comments /
Conditions:**

None



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: Richmond Mental Health Consumer and Friends

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

Grant Request: \$5,015.5

Proposal Title: Administrative Support for All Programs

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 100

Richmond Residents: 90

Grant Request Summary:

The position will create an atmosphere of cooperation and encourage socialization. Proposed activities: to provide support to staff and members of RCFC that will help to ease the workload for the former and enhance the quality of life for the latter. Target group(s): persons with mental illness.

Richmond Services Received by Your Organization:

n/a

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	296,901.19	272,598.66
Total Expenses:	296,489.73	272,598.66
Annual Surplus or (Deficit):	411.46	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Left over for cheques not cashed before the end of the fiscal year.

Current Year:

No surplus or deficit budgeted for.

Explanation for Accumulated Surplus or (Deficit):

There is not an accumulated surplus or deficit.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Health, Social & Safety 2016**Over \$5000****Multi Year - Year 1****Richmond Mental Health Consumer and Friends Society****Summary Page 2**

Year	Amount	Grant Program
2015	\$3,677	Health, Social & Safety
2014	\$3,641	Health, Social & Safety
2013	\$3,570	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$4,515.50
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$240.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$130.00
Local Travel	\$130.00
Other	\$0.00
TOTAL	<u>\$5,015.50</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide: **\$0.00****Total Proposed Budget:** **\$5,015.50****GRANT RECOMMENDATIONS****Recommended****Amount:** \$3,762**Recommendation:**

This grant will support the a part-time staff person, a mental health services recipient, to provide administrative assistance and support for those with mental illness and their families. The recommendation includes a Cost of Living increase.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2016
Health, Social & Safety Program**

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

Society: Richmond Multicultural Community Services

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

Grant Request: \$15,000

Proposal Title: Multicultural Richmond

Number Served: Richmond Residents:

Grant Request Summary:

The City grant will be used to subsidize administrative positions and support the core operating functions of RMCS maximizing organizational capacity and allowing us to: identify and meet the unique needs of the growing immigrants and refugee communities of Richmond, assist newcomers with their settlement and integration process; assist newcomers to become familiar with Canadian culture and become contributing members of the community; develop new cohesive programs and services in partnership with community organizations; develop strategies to assist the City of Richmond to become more welcoming and inclusive of newcomers; and, provide diversity and cross-cultural education and awareness. All these activities will work towards realizing the vision "For the City of Richmond to be the most appealing, livable, and well managed community in Canada"

Changes that will impact grant use:

n/a

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,219,509.00	1,037,456.00
Total Expenses:	1,050,286.00	1,037,463.00
Annual Surplus or (Deficit):	169,223.00	7.00
Accumulated Surplus or (Deficit):	387,201.00	387,208.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Our funders require us to have 3 months worth of expenses in assets to prove financial stability in the event of delays in funding.

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

we are planning on allocated these dollars as we realize what the needs of the Syrian refugees will be and are hiring an Arabic worker to support these newcomers

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$10,508	Health, Social & Safety
2014	\$10,404	Health, Social & Safety
2013	\$10,200	Health, Social & Safety

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$10,750

Recommendation: This Multi-Year 2 grant will support the operating expenses of immigrant, refugee and welcoming community programs, providing the same level as last year plus a Cost of Living increase.

**Staff Comments /
Conditions:** None

Society: Richmond Society for Community Living**Grant Type: Over \$5000 Multi Year - Year 1****Grant Request: \$20,000****Proposal Title: Family Resource Program****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 5000****Richmond Residents: 5000****Grant Request Summary:**

Richmond Society for Community Living (RSCL) is the largest provider of services for people with developmental disabilities in the City of Richmond. Through the continuum of programs and support services that respond to the changing needs of the individual over their life-span, RSCL assists more than 1100 people with developmental disabilities to participate and contribute fully as valued members in the community. RSCL also offers supports for their families. Further, RSCL offers programs and awareness initiatives in the community which help to create a more inclusive community and improve everyday life for everybody in Richmond.

The Family Resource Program provides information, resources and support to individuals and families who currently receive services. It also responds to requests from the community including inquiries for service from residents who are new to the community and requests for presentations in the school system and community in order to improve awareness about the value of community inclusion.

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

RSCL continues to see an increased demand for service, with little to no funding increases from government to respond to the demand. Waitlists are preventing children and adults from living their lives. The Family Resource Program supports individuals and families who have limited or no access to programs to advocate for increases to service to ensure

that all residents of Richmond can live and participate in their community.

Richmond Services Received by Your Organization:

RSCL currently receives tax exemption for five residential properties which are part of RSCL's Home Share Program and are home to eleven adults with developmental disabilities. In addition, RSCL 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. Further, each year the City of Richmond waives the rental fee for King George Park and provides use of a City BBQ for reduced rate to support RSCL's annual Family Picnic.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	11,445,021.00	11,421,073.36
Total Expenses:	11,491,902.00	11,348,102.21
Annual Surplus or (Deficit):	(46,881.00)	72,969.15
Accumulated Surplus or (Deficit):	(84,469.31)	(11,500.16)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The accumulated deficit was caused by an unexpected increase to union salaries when the when the provincial government reneged on funding an agreed upon wage increase, forcing RSCL to cover these cost.

Current Year:

The current surplus is budgeted to pay down a significant accumulated deficit caused by increased wage requirements in the previous year.

Explanation for Accumulated Surplus or (Deficit):

The accumulated deficit is the result of amortized capital expenses.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$14,280	Health, Social & Safety
2014	\$14,280	Health, Social & Safety
2014	\$2,161	Child Care Capital

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits) **\$15,000.00**

Health, Social & Safety 2016
Richmond Society for Community Living

Over \$5000 Multi Year - Year 1
Summary Page 3

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	\$5,000.00

Workshops and Special events

counseling services

TOTAL \$20,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name **BC Gaming Commission - Direct Access** **\$13,000**

Funder 2 Name **Coast Capital Savings** **\$6,000**

Funder 3 Name

Amount Your Society will Provide: \$15,000.00

Total Proposed Budget: \$54,000.00

GRANT RECOMMENDATIONS

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

Recommendation:

This Multi-Year 1 grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. An increase is recommended due to increased demand and the benefits to families over the life course of family members.

**Staff Comments /
Conditions:**

None

Society: Richmond Stroke Recovery Centre
Grant Type: Over \$5000 Multi Year - Year 1
Grant Request: \$9,000
Proposal Title: Year 1 of Multiples
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable):
End Date (if applicable):
Number To Be Served: 45
Richmond Residents: 45
Grant Request Summary:

With approximately 6500 strokes per year in BC, the primary concern for stroke survivors/caregivers after hospital discharge, is where a person would find support within their community. Richmond Stroke Recovery Centre has been providing this service since 1997. Stroke survivors biggest challenge is isolation, society provides events, support through social interaction, therapy, and resource information.

Richmond Services Received by Your Organization:

Room rental at South Arm Community Centre, 5.00 per drop in member, and this facility is use four times a month.

FINANCIAL INFORMATION
Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	14,990.00	16,992.00
Total Expenses:	574.00	3,906.00
Annual Surplus or (Deficit):	14,416.00	12,096.00
Accumulated Surplus or (Deficit):	14,416.00	12,096.00

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

n/a

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

Society has operated since 1997 and membership dues and donations accumulated plus

prudent management

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$3,000.00
Consultant Services	\$4,600.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$2,700.00
Utilities and Telephone	\$170.00
Supplies	\$100.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$1,500.00

Transportation to annual fund raiser and special events. With most all members in wheelchairs or some sort of walking support equipment, this is challenging to move members to event.

TOTAL \$13,070.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name Friends & Family Member donations \$1,680

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide: \$12,000.00

Total Proposed Budget: \$21,000.00

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation: The Richmond Stroke Recovery Centre has broken off from the Stroke Recovery Association of BC

(SRABC) to operate independently. As other funding sources have not been pursued, and financial information still reflects that of the SRABC, a 2016 grant is not recommended. Staff will meet with representatives prior to future applications to ensure that criteria are understood.

**Staff Comments /
Conditions:**

None



**Grant Application for 2016
Health, Social & Safety Program**

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

Society: Richmond Women's Resource Centre

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

Grant Request: \$55,000

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

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 7000

Richmond Residents: 7000

Grant Request Summary:

RWRC is the only women's centre in Richmond. Our mission statement is: "To provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential." We provide programs, services and support to empower women. Our primary role is to enable women to obtain assistance they need, which increases their well-being and the well-being of their families. Many women we help come back to volunteer and help other women, thus giving back to the community. RWRC also works with other organizations to address issues affecting women such as violence, poverty, child care, affordable housing and access to legal services.

Richmond Services Received by Your Organization:

N/A

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	136,225.00	168,200.00
Total Expenses:	130,859.00	168,200.00
Annual Surplus or (Deficit):	5,366.00	0.00
Accumulated Surplus or (Deficit):	16,072.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Our Centre was closed for 6 weeks from July 11, 2014 to Aug. 24, 2014.

Current Year:

N/A. We are budgeting a balanced budget for current year.

Explanation for Accumulated Surplus or (Deficit):

We redeemed a GIC to cover the shortage of funds.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$15,762	Health, Social & Safety
2014	\$15,606	Health, Social & Safety
2013	\$15,300	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$34,500.00
Consultant Services	\$2,400.00
Volunteer Support (e.g. expenses, recognition)	\$100.00
Office Rent or Mortgage	\$6,500.00
Utilities and Telephone	\$1,100.00
Supplies	\$4,600.00
Equipment	\$500.00
Photocopying	\$0.00
Program Materials	\$5,300.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$55,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming Grant	\$86,000
Funder 2 Name	Health Science Association	\$10,000
Funder 3 Name		

Amount Your Society will Provide:	<u>\$17,200.00</u>
Total Proposed Budget:	<u>\$168,200.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$20,000

Recommendation: This Multi-Year 1 grant will support women's programs and services, including skills training,

English conversation and peer support groups designed to empower women and help them obtain needed assistance. An increased level is recommended due to the accessibility of the services and the number of volunteers supported.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2016
Health, Social & Safety Program**

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

Society: Richmond Youth Service Agency

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

Grant Request: \$15,000

Proposal Title: Richmond Youth Centre Programs and Activities

Number Served: Richmond Residents:

Grant Request Summary:

The grant will be used to support a portion of the Richmond Youth Centre (RYC) Youth Activities Worker position that will operate the centre, organize activities, and work towards the recreational, inter-generational, learning, leadership and volunteer goals and activities of the centre. The benefits of this grant will include increased positive out of school activities, opportunities for social learning for children and youth, increased recreational opportunities, promotion of health and wellness for kids involved, opportunities for skill development for youth, support for career and life exploration, increased community connection, increased awareness for youth about social issues and supporting success for children and youth at school. In addition the grant will support volunteer driven activities by youth that impact their community at large. This will include the development of volunteer tutors, community improvement activities, homework clubs and various community events which will engage and inform community members about the services, supports, opportunities for youth and families in Richmond.

Changes that will impact grant use:

The general grant use will remain the same, to support a portion of the Richmond Youth Centre (RYC) Youth Activities Worker position. Some of the programs within the centre have changed and new programs have been added.

Programs ending in 2015 - Clix Mag/U-Write and Rogers Connections

Programs beginning in 2015 - Generation Connect - an intergenerational mentorship program for youth and seniors for skill sharing and English Language Learning; Youth Employment and Leadership Program (YELP) - a pre-employment program for youth ages 14-24 that gives paid work experience.

We also now have two Licensed School Age Child Care Centres.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,287,656.11	1,139,746.58

Health, Social & Safety 2016
Richmond Youth Service Agency

Over \$5000 Multi Year - Year 2
Summary Page 2

Total Expenses:	1,287,656.11	1,167,472.18
Annual Surplus or (Deficit):	0.00	(27,725.60)
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

N/A

Current Year:

A major funder contract has expired therefore decrease in administration revenue. Management cost has increased therefore deficit to the agency.

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$12,625	Health, Social & Safety
2014	\$12,500	Health, Social & Safety
2013	\$12,500	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$12,915

Recommendation:

This Multi-Year 2 grant will support the Richmond Youth Centre Activities Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation includes a Cost of Living increase.

Staff Comments /

Conditions:

None



Grant Application Summary for 2016 Health, Social & Safety Program

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

Society: Strait of Georgia Marine Rescue Society

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

Grant Request: \$5,000

Proposal Title: Moving Water Safety for Kids

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 3000

Richmond Residents: 2500

Grant Request Summary:

As an integral part of the Volunteer Canadian Coast Guard Auxiliary and the Canadian Search and Rescue (SAR) system, CCGA-P's Mission is to provide a volunteer marine rescue service and to promote public Boating Safety. The CCGA-P was rebranded as Royal Canadian Marine Search and Rescue (RCM-SAR) in 2012. RCM-SAR's mission is to save 100% of lives at risk.

Station 10 Richmond is implementing a RCM-SAR water safety program called "Kids Don't Float" in 2016.

The program features large boards with colourful graphics that house a supply of personal flotation devices (PFDs) for infants, children and youths.

RCM-SAR does not provide funding for the program - which runs on the honour system.

Station 10 Richmond members are dedicated to marine rescue and ensuring the community that they live and volunteer in is a safe water environment for every citizen and visitor to use.

Station 10 Richmond members attend up to two dozen community events per year - their safe boating display is a cornerstone feature at many of the water-based events.

With this in mind, Station 10 Richmond members have developed a new program called "Sid the Safety Seal" to use in conjunction with the "Kids Don't Float" program.

The purpose of this second program is to teach citizens and visitors of all ages about the dangers associated to moving water.

Richmond is surrounded by moving water - local areas such as the Steveston Harbour

Fish Docks, boat launches, dyke trails and Parks all expose users, in some degree, to marine hazards.

Safety of citizens is a concern for every municipality - having two programs that are dedicated to providing safety equipment for children, instruction on how to identify shoreline-based hazards and instruction for self awareness and self rescue greatly adds to the credibility of safety policies.

The Moving Water Safety Program for Kids is a progressive, sustainable and highly promotable addition to the City of Richmond's community framework.

Richmond Services Received by Your Organization:

Station 10 utilizes the South Arm Community Center classroom for New Crew training 12 times a year. In addition the South Arm provides a meeting space for Station 10 Unit meetings once a month except in the summer. The Britannia Ship Yard also provides classroom space when required for training purposes.

The space would cost \$80 per day - or approximately \$2000 per year.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	43,833.00	48,002.00
Total Expenses:	37,379.00	69,717.00
Annual Surplus or (Deficit):	6,436.00	21,714.00
Accumulated Surplus or (Deficit):	6,436.00	21,714.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Successful, community-based fundraising.

Current Year:

SOGMRS' fiscal year ends December 31, 2015. The Current Year information provided is up to October 31, 2015 ONLY.

Explanation for Accumulated Surplus or (Deficit):

For current year: there is an outstanding insurance engine-replacement pending.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

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

TOTAL	<u>\$7,000.00</u>
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Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Steveston Harbour Authority (SHA)	Amount	\$2,500.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide:	<u>\$2,000.00</u>
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Total Proposed Budget:	<u>\$7,000.00</u>
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GRANT RECOMMENDATIONS

Recommended
Amount: \$2,000

Recommendation:

This single year grant will support promotional materials for two water safety and marine safety hazard awareness programs for children, residents and visitors, "Sid the Safety Seal" and "Kids don't Float".
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Staff Comments /
Conditions:

None



Grant Application Summary for 2016 Health, Social & Safety Program

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

Society: Touchstone Family Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Street Smarts
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 40
Richmond Residents: All

Grant Request Summary:

A community based program for at-risk-youth called "Street Smarts" was established in the community of Richmond in 2008 in response to a growing concern for street level gang violence amongst youth in the community. Many of the youth connected to Street Smarts have self-identified as having direct or peripheral involvement with street gangs. The aim of the program is to support youth to deconstruct the gang lifestyle and to offer support in transitioning from a "gang" oriented image and lifestyle to a self-image that is a reflection of their vision and higher goals that they have for themselves. The Street Smarts group runs twice a year, once in the fall/winter and once in the fall/spring. Approximately 20-30 youth attend the StreetSmarts Group and another 15-20 youth attend for mentorship services if they are not quite group ready....

Richmond Services Received by Your Organization:

We operate the Richmond Restorative Justice Program on behalf of the City through the Community Law and Safety budget for \$95000 per year.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,918,470.00	3,607,127.19
Total Expenses:	2,994,753.00	3,466,005.17
Annual Surplus or (Deficit):	(76,282.00)	141,122.12
Accumulated Surplus or (Deficit):	(122,726.00)	18,396.12

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We have been operating a deficit in MCFD programs and have reduced some expenses to bring down the deficit. We are currently working with MCFD around managing this large

deficit.

Current Year:

MCFD provided some lump some one time only funding to address historical deficit.

Explanation for Accumulated Surplus or (Deficit):

Real Estate disposal

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$4,000.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety
2013	\$4,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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

Bus tickets for youth, food and recreation.

TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Betty Averbach Foundation	Amount	\$10,000.00
Funder 2 Name	Coast Capitol	Amount	15000.00
Funder 3 Name	Ministry of Justice	Amount	60000.00

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

Total Proposed Budget: **\$95,000.00**

GRANT RECOMMENDATIONS

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

Recommendation:

An increased grant, for the full amount requested, to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. Participation has grown from 24 to 37 youth in the last two years.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2016
Health, Social & Safety Program**

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

Society: Volunteer Richmond Information Services Society

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

Grant Request: \$50,000

Proposal Title: Volunteer Richmond Information Services Society Core Funding

Number Served: Richmond Residents:

Grant Request Summary:

Volunteer Richmond Information Services (VRIS) is a non-profit charitable society that has been operating in Richmond since 1972.

In February 2015, the Community Foundation collaborated with Volunteer Richmond Information Services to form Richmond Cares, Richmond Gives (RCRG). This new project has one goal: to encourage and facilitate local philanthropy on a large scale. The end result will be a stronger, healthier, more resilient community, with a charitable sector that can meet the needs of all Richmond residents.

For more than 40 years, Volunteer Richmond Information Services has been a leader in Richmond, "bringing people and services together through community information and volunteerism." VRIS contributes to an enhanced quality of life by: (1) Promoting the spirit of volunteerism in the community and coordinating the recruitment of volunteers, (2) Providing information and referral services to connect people with community services, and (3) Planning and implementing specific programs to meet identified needs in a changing community.

We are requesting the City of Richmond grant to support operating expenses and staff costs. The grant will support program development, enhancement and instruction expenses involved with running the community Volunteer Centre and Information Services, and the administrative service costs essential to our organization's charitable work.

The result of this support is our ability to continue, enhance and maximize the quality and delivery of programs and services to the Richmond community, and to non-profit organizations in the form of volunteer recruitment and referral, training programs and resource materials. It allows us to build community capacity by promoting volunteerism

and providing the community at large with information about available resources, thus connecting people with community services through quality information and referral programs.

Services are available at our office in the Caring Place, by phone & online

Changes that will impact grant use:

While there are no changes to our programs, we're making a significant enhancement to our organization's technological capacity. In 2016, we'll be launching a new website, located at rcrg.org. The site will serve as an all-in-one philanthropic resource, making it easy for Richmond residents to discover local non-profit organizations and, most importantly, support them. We currently have nearly 70 member organizations, a number that keeps growing month by month. All of these organizations will be featured on the site, with a profile page they can update themselves. The site will also include a comprehensive volunteer opportunities database, and an online donation platform powered by Chimp, a Vancouver-based company that specializes in online giving. Through the site, Richmond residents will be able to volunteer with, or donate to, any of our member organizations. For the first time ever, local giving will be centralized, streamlined, and simplified, which, we believe, will lead to a significant boost in philanthropic activity. There'll be a community events calendar as well, and a new community services directory with far greater search functionality than our current version. There'll be a web-based training platform for non-profit organizations, and a means of applying for grants and scholarships offered by the Richmond Community Foundation. This is a project that's both innovative and ambitious. Nobody – anywhere – has created an online hub that combines volunteering and giving, and that focuses exclusively on a single community. But we want to change the giving landscape in Richmond, and ensure that the local non-profit sector has the resources it needs to make a meaningful impact. The RCRG site is our way of building capacity.

FINANCIAL INFORMATION
Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,327,430.00	1,627,709.00
Total Expenses:	1,325,828.00	1,655,664.00
Annual Surplus or (Deficit):	1,602.00	(27,955.00)
Accumulated Surplus or (Deficit):	56,242.00	28,287.00

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

The surplus is very small.

Current Year:

Although a loss was budgeted, we work during the year to seek additional funding so that it is not necessary to reduce services.

Explanation for Accumulated Surplus or (Deficit):

An accumulated surplus is desirable for stability, because funding and revenue are uncertain, as is the timing of their arrival.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$38,355	Health, Social & Safety
2015	\$5,000	Professional and Program Development
2014	\$37,975	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$39,237

Recommendation:

This Multi-year 2 grant, to provide operating assistance for volunteer, charitable and information programs, is for the same level as last year plus a Cost of Living increase.

Staff Comments /

Conditions:

None

City of Richmond

2016 Grant Program Guidelines

For

Health, Social & Safety

and

Parks, Recreation & Community Events

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1. Overview

(i) City Grant Policy

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

(ii) Purpose

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

(iii) Principles

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

(iv) Goal

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

(v) Objectives

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

2. Program Funding

(i) Base Program Funding

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

(ii) Annual Cost of Living Increase

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

(iii) Unused Program Funds

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

3. Definitions

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

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

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

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

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

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

4. Eligibility

(i) Who is Eligible

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

(ii) Who Cannot Apply

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

(iii) Purposes Eligible for Funding

Grants may be used for the following purposes:

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

(iv) Items Eligible For Funding

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

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

(v) Items Not Eligible For Funding

The following items will not be funded:

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

(vi) Grant Limitations

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

5. Application Assessment Criteria

(i) Key Assessment Criteria

To be considered eligible, all proposals must demonstrate that:

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

(ii) Assessment Considerations

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

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

(iii) Less Favourably Considered Applications

Less favoured applications are those which:

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

(iv) Financial Statements

Applicants must submit:

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

(v) User Pay Principle

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

(vi) Multi-Year Funding Criteria

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

6. The Grant Review Process

(i) The Grant Review Process

There is one intake period per year. Please see the City website for dates (www.richmond.ca). 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).

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

(iii) Application Deadline

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

(iv) Late Applications

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

(v) Staff Review

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

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

(vi) General Purposes Committee Review

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

7. Awarding of Grants

(i) Council Decision

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

(ii) Grant Disbursement

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

(iii) Reporting and Acknowledgement of Grant Benefits

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

(iv) Recuperation of Grant

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

(v) No Appeal

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

8. Further Information

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



City Grant Policy

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

It is Council Policy that:

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



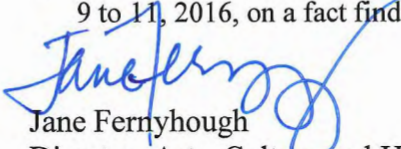
City of Richmond

Report to Committee

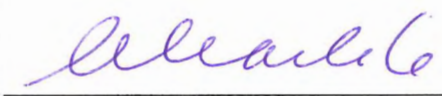

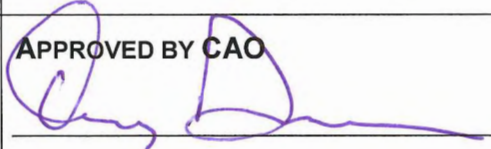
To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: January 19, 2016
File: 11-7400-01/2016-Vol 01
Re: **Transferring Approved Funds for the City's Major Festivals in 2016/17 – Referral Response**

Staff Recommendations

1. That the transfer of \$750,000 be authorized from the Major Events Provisional Fund to support the following events and programs: Ships to Shore 2016, Maritime Festival 2016, Richmond World Festival 2016, Days of Summer 2016, Children's Arts Festival 2017 and the purchase of festival infrastructure and City branded assets; as outlined in the staff report titled "Transferring of Approved Funds for the City's Major Festivals in 2016/17—Referral Response" dated January 19, 2016, from the Director, Arts, Culture and Heritage Services;
2. That the expenditures totaling \$1,100,000 for Major Events, of which \$750,000 is funded from the Major Events Provision Fund, \$223,500 funded from projected sponsorships, and \$126,500 from other revenue (grants, ticket sales, vendor fees, etc.) be included in the 5 Year Financial Plan (2016-2020);
3. That the scope of the Richmond Maritime Festival 2016 be expanded to showcase the wooden boat industry as a core theme; and
4. That a delegation of councillors and staff attend the Port Townsend Wooden Boat Festival, September 9 to 11, 2016, on a fact finding and outreach mission.


Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 1

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

Staff Report

Origin

At its regular General Purposes Committee meeting on January 4, 2016, staff presented the report titled "Transferring of Approved Funds for the City's Major Festivals 2016/17" (Attachment 1). The Committee made the following referral motion:

1. That the report be referred back to staff to coordinate and discuss the various events with the Canada 150 Steering Committee;
2. That staff provide further information on the event budgets; and
3. That staff report back to Committee as soon as possible.

The report summarized the major events and programs held in 2015 and detailed the events and programs recommended for 2016 (Ships to Shore, Maritime Festival, World Festival, and Days of Summer) and 2017 (Children's Arts Festival).

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

2.4. Vibrant arts, culture and heritage opportunities.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

5.2. Strengthened strategic partnerships that help advance City priorities.

Analysis

Canada 150 Committee

The Canada 150 Committee met on January 14 and 19, 2016, to review the proposed events for 2016 (Ships to Shore, Maritime Festival, World Festival, Days of Summer) and 2017 (Children's Arts Festival). The committee recommended the following actions be taken:

1. Ships to Shore:

- a. Proceed as detailed in the attached report "Transferring of Approved Funds for the City's Major Festivals 2016/17"

2. Richmond Maritime Festival:

- a. Expand the festival to incorporate a wooden boat display as a core component of the festival;
- b. Change the name of the event to the "Richmond Maritime & Wooden Boat Festival";
- c. Expand partnership with the Britannia Heritage Shipyard Society (BHSS) to coordinate a wooden boat feature zone on the Britannia docks;
- d. In partnership with BHSS, staff would recruit and coordinate maritime theme demonstrations;

- e. In recognition for their involvement, BHSS would be recognized as a presenting partner for the wooden boat feature zone; and
- f. Explore the feasibility of creating a stand-alone wooden boat festival as part of the Canada 150 program.

3. Richmond World Festival:

- a. Proceed as detailed in the attached report “Transferring of Approved Funds for the City’s Major Festivals 2016/17”

4. Children’s Arts Festival:

- a. Proceed as detailed in the attached report “Transferring of Approved Funds for the City’s Major Festivals 2016/17”

5. Fact Finding Delegation

- a. Send a delegation of Council members and staff to the Port Townsend Wooden Boat Festival, September 9 to 11, 2016, to promote the City’s maritime themed festivals in 2017, personally invite vendors and boat owners to participate in the City’s festival, and generate festival concepts and best practice ideas for a potential 2017 event.

Event Budget Summary

At the committee meeting, staff were asked why the budgets varied for each event. All four of the City’s major festivals have a different objective thus a different set of requirements resulting in different revenue needs.

Ships to Shore’s main focus is bringing in boats, with less emphasis on the landside programming. The festival also produces the Canada Day fireworks which incurs additional RCMP and traffic management costs.

The Maritime Festival emphasizes artistic activations, character development, and site preparation décor over an expansive site. It also features a performance stage and a Saturday night concert requiring a higher level of infrastructure and technical costs. Due to the type of event, it does not incur a large cost for event security or RCMP.

The Richmond World Festival features a large main stage and headline entertainment in the evening. The high production value of this event and the booking of top talent requires a larger budget for technical production costs and overall risk management (e.g., RCMP, security, traffic management, etc.).

The Children’s Arts Festival invests largely in artist and instructor programming and spends less on technical production versus higher costs for program and activation supplies. The festival also has a low risk factor thus requiring no RCMP and limited security.

SHIPS TO SHORE		
REVENUE	2015	2016
City funding (Major Events Provision)*	\$150,000	\$180,000*
Cash Sponsorship	\$20,000	\$ **
Other (commissions, exhibitor fees, etc)	\$0	\$0
TOTAL EVENT BUDGET	\$170,000	\$180,000
EXPENSES	2015	2016
Program & Fireworks	\$40,700	\$49,000
Safety & Security	\$13,800	\$14,000
Ship Recruitment, Servicing & Crew	\$70,800	\$70,000
Volunteer Workforce	\$9,400	\$10,000
Marketing	\$13,000	\$15,000
Site Overlay & Infrastructure	\$22,300	\$22,000
TOTAL	\$170,000	\$180,000

* **NOTE:** The City funding for 2016 is currently included in the Major Events Provision.

****NOTE:** Any sponsorship revenue acquired for Ships to Shore will be used to offset the City contribution and will be returned to the Major Events Provisional Fund for future festival development. A sponsorship target of \$20,000 has been set for this event.

RICHMOND MARITIME FESTIVAL		
REVENUE	2015	2016
City funding (Major Events Provision)*	\$180,000	\$205,000
Cash Sponsorship	\$60,000	\$60,000
Other (commissions, grants, exhibitor fees, etc)	\$22,800	\$80,000**
TOTAL EVENT BUDGET	\$262,800	\$345,000
EXPENSES	2015	2016
Programming	\$73,000	\$132,000
Safety & Security	\$16,400	\$18,000
Production	\$91,000	\$90,000
Volunteer Workforce	\$3,600	\$5,000
Marketing	\$11,800	\$15,000
Site Overlay & Infrastructure	\$67,000	\$85,000
TOTAL	\$262,800	\$345,000

* **NOTE:** The City funding for 2016 is included in the Major Events Provision allocation.

** Includes a grant request from the Government of Canada through a partnership with Richmond Arts Coalition.

RICHMOND WORLD FESTIVAL		
SOURCE	2015	2016
City funding (Major Events Provision)*	\$170,000	\$230,000*
Cash Sponsorship	\$90,500	\$140,000
Other (commissions, exhibitor fees, etc)	\$10,000	\$10,000
TOTAL EVENT BUDGET	\$270,500	\$380,000
EXPENSES	2015	2016
Programming	\$93,400	\$115,000
Safety & Security	\$28,000	\$35,000
Production	\$63,700	\$75,000
Volunteer Workforce	\$8,800	\$10,000
Marketing	\$19,500	\$30,000
Site Overlay	\$57,100	\$115,000
TOTAL	\$270,500	\$380,000

* **NOTE:** The City funding for 2016 is included in the Major Events Provision allocation.

** The increased funding in 2017 will allow the World Festival to become a two day event.

CHILDREN'S ARTS FESTIVAL		
REVENUE	2016	2017
City funding (Major Events Provision)*	\$60,000	\$70,000
Cash Sponsorship	\$27,000	\$23,500
Other (e.g., gate admissions, school fees, etc)	\$50,000 (est.)	\$36,500
TOTAL EVENT BUDGET	\$137,000	\$130,000
EXPENSES	2016	2017
Programming	\$50,750	\$45,000
Safety & Security	\$4,500	\$4,500
Production	\$40,000	\$38,000
Volunteer Workforce	\$3,750	\$3,500
Marketing	\$15,000	\$15,000
Site Overlay	\$23,000	\$24,000
TOTAL	\$137,000	\$130,000

* **NOTE:** The City funding for 2017 is included in the Major Events Provision allocation.

Community Engagement

Ships to Shore:

- To successfully meet its Major Event Strategy Goals, the City is working to build local capacity and expertise coordination. Work is underway with the Britannia Heritage Shipyard Society (BHSS) and the Steveston 20/20 group for event coordination and to establish a venue management model to facilitate the 2016 and 2017 events. Ship recruitment for Ships to Shore events, including event delivery liaison, has been coordinated through the Council appointed liaisons to the Britannia Heritage Shipyard Society and the Steveston Historical Society. The organization of the Ships to Shore events delivery has been building community capacity for event delivery since the establishment of Ships to Shore in 2011.
- Since the first Ships to Shore in 2011, a Community Committee has worked together to animate the waterfront in Steveston. This committee includes an event chair from the Britannia Heritage Shipyard Society and members from the Steveston Community Society, Steveston Harbour Authority and others. As part of the event management, this committee focuses on building capacity for the volunteer workforce, engagement of the Steveston community and leveraging community resources.
- Corporate sponsors for 2015 included: Coast Capital Savings, YVR, and Dueck all provided cash sponsorship.
- Media sponsors included: 19 newspaper ads and various broadcast ads done by Global, BC1, CKNW, AM730, CFMI and CFOX.

Richmond Maritime Festival:

- The Richmond Arts Coalition (RAC) has been a major community partner since 2011. The City of Richmond acknowledges the efforts of the RAC in securing financial compensation through a Heritage Canada Grant and artist administration. RAC has benefitted from this by receiving a percentage of the grant for funding of RAC projects as well as exposure at the festival as a community partner.
- The Britannia Heritage Shipyard Society appointed a director to the festival's planning committee and regular updates were sent to the board members. BHSS also provided maritime demonstrations in the boat builder's building, and they coordinated the festival parking (which included a fundraising opportunity).
- The Gulf of Georgia Cannery raised funds through a barbeque salmon sale.
- Richmond Aquatics taught valuable water safety skills to participants.
- Exhibitors included: Richmond Pottery Club, Richmond Photo Club, Richmond Carvers Society, Steveston Maritime Modellers, and the Richmond Rock and Mineral Society.
- The festival featured 171 Richmond based artisans, performers, and artists.
- Corporate sponsors included: Port Metro Vancouver, YVR, Canadian Western Bank, Fraser Surrey Docks, Peller Estates, and Granville Island Brewing.
- Media sponsors included: Global BC, 24 hours News, Am 730, CKNW, CFOX, 102.7 The Peak, and Rock 101.
- Grant funding was provided by the Government of Canada.

Richmond World Festival:

- The Richmond World Festival Advisory Committee was created to provide input and vision to the event. The committee included representatives from the City Centre Community Association, Richmond Multicultural Community Services, Richmond Sister City Advisory Committee, Richmond Centre for Disability, School District No. 38, Richmond Arts Coalition, youth, and staff.
- The festival established partnerships with many other groups and businesses including Cinevolution, Richmond Multicultural Heritage Festival, Vancouver Chinese Opera, 6-Pack Indoor Beach, and the Dynamo Fencing Club. These groups created key activations for the festival and engaged many local artists and athletes.
- Many Richmond based organizations were invited to activate in the community marketplace. These groups included: Richmond Cares Richmond Gives, City Centre Community Association, Richmond Youth Services Agency, Richmond Multicultural Community Services, School District No. 38 Settlement Workers in Schools, Richmond Chinese Community Society, Richmond Community Orchestra & Chorus Association, Immigrant Services Society of BC, Richmond Division of Family Practice, Richmond Museum Society, Falun Dafa Association of Vancouver, BC Metis Federation, Multicultural Helping House Society, Richmond Hospital Foundation.
- Local Richmond talent included chefs Amanda Kroetsch, Danilo Ibarra, and Robery Uy, and performers Mr. Peng, Rook Shichi Tiako Drummers, Angelica Poversky, Russian Balalaika Orchestra, Silver, Vancouver Beauty Dance World, and Richmond Martial Arts.
- Corporate sponsors included: Coast Capital Savings, YVR, Richmond Centre, Cowell Auto Group, Port Metro Vancouver, and KPU.
- Media sponsors included: Georgia Straight, Global TV, Richmond News, 102.7 The Peak FM, Z95.3 and Miss604.

Children's Arts Festival:

- The Children's Arts Festival was initially created through a partnership with the BC Children's Arts and Literacy Centre Society. Their vision and contribution continues through founding Artistic Director, Debbie Tobin. The teachers of School District No. 38 who bring their classes to the school portion of the festival each year often present feedback about the value of the festival.
- The festival established partnerships with many other groups and businesses including The Richmond Public Library and the Richmond Arts Coalition.
- Local Richmond artists are invited to be part of the teaching and performing staff.
- Local Richmond schools have the opportunity to bring their students on the school days portion of the festival.
- Corporate sponsors included: Lansdowne Centre, Cowell Auto Group, YVR, Gnubees, Nature's Path, Par-T-Perfect and Vancity.
- Media sponsors included: Richmond News, CTV, JACKFM

Building to 2017

The major events in 2016 (Ships to Shore, Maritime Festival, Richmond World Festival and Children's Arts Festival) will be used to build excitement and awareness for Richmond's Canada 150 program in 2017. The festivals will also be used to build production and programming capacity within the team of organizers, community groups, and volunteers.

Specifically, as noted below, each event in 2016 will be leveraged to support the Canada 150 program:

Ships to Shore:

- Canada 150 celebrations will tie the past with the future, commemorate the history of the community, create a legacy for Richmond and increase community pride.

Maritime Festival:

- As one of the City's major events, the Richmond Maritime Festival showcases Steveston's Maritime History which is an important part of Canadian cultural history.
- In 2016, specific programming and activations will be introduced to build awareness and excitement for the Canada 150 milestone.
- We will leverage the festival's social media following to promote upcoming Canada 150 events and projects.
- Explore the feasibility of creating a stand-alone wooden boat festival in late August 2017 as part of the Canada 150 program and the Pacific Northwest wooden boat festival Circuit (Victoria, Vancouver, Port Townsend)

Richmond World Festival:

- As one of the City's major festivals, the Richmond World Festival will feature the a Canada pavilion at the 2016 event.
- In 2016, specific programming and activations will be introduced to build awareness and excitement for the Canada 150 milestone.
- We will leverage the festival's social media following to promote upcoming Canada 150 events and projects.

Children's Arts Festival:

- As the City's only children's arts festival, the event will focus on Canadian culture as the major theme for 2017.
- We will leverage the festival's social media following to promote upcoming Canada 150 events and projects.

Financial Impact

This report recommends that the following amounts be transferred from the City's Major Events Provision Fund:

1. Ships to Shore 2016: \$180,000
2. Maritime Festival 2016: \$205,000
3. Richmond World Festival 2016: \$230,000

4. Children's Arts Festival 2017: \$70,000
5. Days of Summer 2016: \$50,000
6. City branded assets: \$11,500
7. Port Townsend Wooden Boat Festival: \$3,500

If approved, \$1,100,000 will be included in the 5 Year Financial Plan (2016-2020), of which, \$750,000 will come from City funding, \$223,500 from projected sponsorship and \$126,500 from grants and/or ticket sales. If sponsorship, grants and/or ticket sales are less than projected, the budget and scope for each respective event will be reduced accordingly.

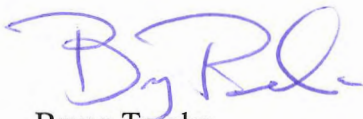
The current balance in the Major Events Provision Fund is \$753,524. On December 14, 2015 Council approved an additional \$635,000 from the 2016 one-time expenditure request for 2017 events (does not include funding for Ships to Shore 2017), bringing the total balance of the provision to \$1,388,524.

Conclusion

Staff met with the Canada 150 Steering Committee to discuss the proposed events for 2016 (Ships to Shore, Maritime Festival, World Festival, Days of Summer) and 2017 (Children's Arts Festival). At the meeting, staff provided additional information on each event that detailed community engagement success, budget summaries, and how each 2016 event will build awareness for Richmond's Canada 150 celebration in 2017.

The Canada 150 Steering Committee recommended that staff revise the theme of the Maritime Festival to incorporate the wooden boat community with the existing maritime arts activations and programming. In addition, the committee requested that staff explore the opportunity to create a stand-alone wooden boat festival in 2017 and part of the Canada 150 program. The Committee further recommended that a best practices delegation be sent to the Port Townsend Wooden Boat Festival.

This report recommends that \$750,000 be transferred from approved funds in the Major Events Provision Fund to invest in four events, one marketing program, and the purchase of City branded assets. This report also recommends that Council approve the new direction of the Maritime Festival to include a wooden boat theme and explore the potential of creating a new Wooden Boat Festival in 2017.



Bryan Tasaka
Manager, Major Events & Film
(604-276-4320)

Att. 1: Report to General Purposes Committee: Transferring of Approved Funds for the City's Major Festivals 2016/17



City of Richmond

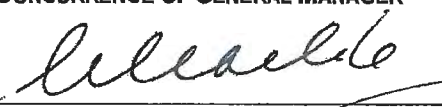
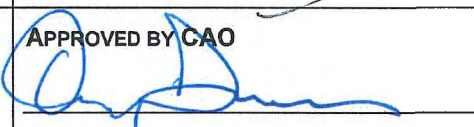
Report to Committee

To: General Purposes Committee **Date:** December 16, 2015
From: Jane Fernyhough **File:** 11-7000-01/2015-Vol
 Director, Arts, Culture and Heritage Services 01
Re: Transferring of Approved Funds for the City's Major Festivals in 2016/17

Staff Recommendations

1. That the transfer of \$750,000 be authorized from the Major Events Provisional Fund to support the following events and programs: Ships to Shore 2016, Maritime Festival 2016, Richmond World Festival 2016, Days of Summer 2016, Children's Arts Festival 2017 and the purchase of festival infrastructure and City branded assets; as outlined in the staff report titled "Transferring of Approved Funds for the City's Major Festivals in 2016/17" dated December 4, 2015 from the Director, Arts, Culture and Heritage Services; and
2. That the expenditures totaling \$1,100,000 for Major Events, of which \$750,000 is funded from the Major Events Provision Fund, \$243,500 funded from projected sponsorships, and \$126,500 from other revenue (grants, ticket sales, vendor fees, etc.) be included in the 5 Year Financial Plan (2016-2020).

Jane Fernyhough
 Jane Fernyhough
 Director, Arts, Culture and Heritage Services
 (604-276-4288)

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

Staff Report

Origin

In February 2015, Council approved funding for four events from the Major Events Provision Fund: Ships to Shore 2016, Richmond Maritime Festival 2016, Richmond World Festival 2016, and Children's Arts Festival 2017. In addition, funding was approved for the umbrella marketing program Richmond Days of Summer, which promotes the broad array of seasonal community events happening in Richmond as a summer-long series and funding for festival infrastructure and City branded assets.

This report summarizes the events held in 2015 and Richmond Days of Summer and proposes events and programs for 2016/17.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

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

2.4. Vibrant arts, culture and heritage opportunities.

This report also supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports Council approved strategies including the Major Events Strategy and its goals of programming and creating a dynamic destination waterfront, the Waterfront Amenity Strategy, the Parks and Open Space Strategy 2022, the Community Tourism Strategy, the Arts Strategy vision for Richmond to be an arts destination, and the Resilient Economy Strategy through enhanced destination and tourism products. The program detailed in this report will maximize the social and economic benefits to the community and provide a rich offering of festivals and events.

Background

In 2007 City Council endorsed the Major Events Plan to guide the growth and development of festivals and events in the City. Five themes were endorsed with the Plan:

- Celebrate the Island City of Richmond
- Celebrate our Proud and Diverse Community
- Celebrate being a Gateway and a Destination
- Celebrate our Sport Achievements
- Celebrate Arts and Cultural Experiences

Benefits of Events

- Increase the City's identity and profile and help define a sense of place;
- Enrich the quality of life of residents and contribute to the social well-being of a community through increasing sense of community pride and spirit.
- Events provide numerous volunteer opportunities and help build capacity in the community;
- Create an opportunity to showcase the City's unique waterfront, maritime history, multicultural diversity and dynamic City Centre;
- Provide free or low-cost entertainment options for the City's residents; and
- Provide an auxiliary economic contribution to the community by retaining resident spending and attracting day visitor spending from the region.

Major Events Provision

In June 2010, City Council approved the creation of the Major Events Provision Fund to support the delivery of future events. This Fund ensures financial support for annual major events, allowing Council to continue supporting major festivals and events that are unique to Richmond without impacting the City's operating budget. Without this unique funding scenario, the City's annual operating budget would have to be increased or the events would cease to continue.

The proposed events and programs to be, in part, funded from the Major Events Provisional Fund are:

1. Ships to Shore: June 30 to July 2, 2016
2. Richmond Maritime Festival: August 6 to 7, 2016
3. Richmond World Festival: September 3, 2016
4. Richmond Children's Arts Festival: February 13 to 17, 2017
5. Richmond Days of Summer: May to October, 2016; and
6. City Branded Assets: for use at all City supported festivals and events.

Analysis

1. Ships to Shore

The Ships to Shore festival, held in conjunction with the annual Steveston Salmon Festival, attracted over 40,000 people in 2015 and featured public viewing and boarding of ships, dragon boat demonstrations, Britannia Heritage Shipyard Society demonstrations, Chalk the Boardwalk art competition, live music, food trucks and a wooden boat display. Over 150 volunteers supported the event. A special highlight of Ships to Shore 2015 was the second annual Canada Day fireworks presentation.

Major sponsor support included YVR and Dueck GM plus value in-kind from Granville Island Brewery, Peller Estates Wine and Coast Capital Savings.

The 6th annual Ships to Shore festival is proposed for June 30 to July 2, at Imperial Landing and Britannia Shipyards. The event will feature new vessels and new land activations. A highlight

of the festival will be the fireworks on July 1. The 2016 Ships to Shore organizing committee will continue to discuss opportunities for joint marketing and physically connecting the Ships to Shore event with the Steveston Salmon Festival. The events already share a joint security and traffic management plan, some coordination of signage and marketing, and considerable coordination around volunteer management and sponsorship.

2. Maritime Festival

The annual Maritime Festival celebrates Richmond's maritime and cultural heritage through a variety of land and riverside activities, animating the entire Britannia Shipyards site and waterfront boardwalk

An estimated 40,000 people attended the 13th annual Maritime Festival in 2015. The Britannia Heritage Shipyard Society and the Richmond Arts Coalition are key partners of the festival, assisting with parking and artistic programming, respectively. YVR and Port Metro Vancouver provided sponsorship support as did several key media partners in addition to a grant from Heritage Canada. New for 2015 was the development of community workshop programming with "Emerging Performer" workshops that encourage youth development. An attendee survey was conducted on site and 89% of respondents rated the overall event as excellent and would definitely return.

In 2016, the Maritime festival will take place August 6-7 and it will again include an evening concert on Saturday night, an expanded food truck program, more boats and many new art installations. It is planned that in 2016 the community workshop programming will expand to include an 'Emerging Artists' workshop.

3. Richmond World Festival

The inaugural Richmond World Festival was a resounding success. The one-day festival was held at Minoru Park on the Labour Day long weekend and drew an estimated 25,000 people. The World Festival featured five performance stages, 50 artist performances, 36 food trucks, 50 exhibitors, and numerous sport demonstrations.

The media program was extensive and generated over 40 pieces of media articles and interviews in various TV, radio, print and online sources. This included front page editorial coverage on the Georgia Straight, the Vancouver Sun, the Richmond Review and the Richmond News; as well as TV interviews on Global News and significant support from our radio partners.

The World Festival had great success in engaging various community groups and a Festival Advisory Committee was established that provided valuable input during the planning phase. The festival had good success securing major corporate sponsorship deals with Coast Capital Savings, YVR, Richmond Centre, Cowell Auto Group, Port Metro Vancouver and Kwantlen Polytechnic University and they are all eager to renew the partnership for 2016.

Exit survey feedback from festival goers was extremely positive. In addition, sponsors, artists, exhibitors, food vendors, volunteers, and key stakeholders commented on the high quality and professionalism of the overall event.

The festival date for 2016 is Saturday, September 3rd of the Labour Day long-weekend with event hours from 11:00 a.m. to 10:00 p.m. The 2016 festival will look to expand the number of food trucks to 50, increase the number and diversity of performances, and possibly expand the festival site to include the Cultural Centre's outdoor plaza.

4. Children's Arts Festival

Over the past several years the Children's Arts Festival has become one of the region's best festivals for children. The festival continues to challenge children's creativity by presenting interactive workshops led by professional artists and performers.

In 2015, the festival site expanded the activation of Minoru Plaza to include a festival main stage with live performances and increased art activities throughout the day. In addition, the event programming included Governor General's award winning author/illustrator Barbara Reid who led classes in plasticine art on all five days of the festival, and the world renowned Beijing Shadow Play Art Troupe performed two sold-out performances on Family Day.

In addition to the five week media campaign in advance of the festival, seven additional articles appeared in the local newspapers. Online coverage included articles and listings in myvancity.ca, the Art and Culture Guide to BC, Steveston Insider and Philippine Canadian Inquirer. The day of event included live CTV coverage during the noon news hour and an interview with New Tang Dynasty TV.

Sponsorship support increased in 2015 with sponsorship dollars increasing from \$13,000 to \$22,500. Lansdowne Centre returned as a Festival sponsor and increased their support becoming the Presenting Sponsor for the Festival in 2015. New sponsors for 2015 included Cowell Auto Group, The Vancouver International Airport and GnuSanté. Media sponsors were CTV, Richmond News and QMFM. The festival also received a grant from the Hamber foundation. The Vancouver International Airport, Cowell Auto Group and Richmond News have renewed their sponsorship for the 2016 Festival.

The five day festival, including the signature event on BC Family Day attracted over 6,500 people last year. The 2016 edition will feature performances by CircusWest, Kutapira, Langley Ukulele Ensemble, Tristan Underwood, and Harrison Lee. The Imagination Stations (drop-in activities) will expand to include the performing arts with the addition of Taiko drumming and Bhangra dancing. Author Kallie George, who has just been signed to Disney-Hyperion in the United States, will present workshops during all five days of the festival.

Over 800 additional school day participant spaces were added to meet demand, and the 2016 Festival School Days are already sold-out. As this festival takes place in February, planning and funding commitments for the 2017 event are required to commence in the summer of 2016.

5. Days of Summer

Richmond Days of Summer is an umbrella marketing program designed to promote the broad array of community events happening in Richmond from May to September. In 2015, the program promoted over 50 events through TV, radio and print ads. The program was also promoted through the City's social media channels and website.

While the program supports the signature events, it plays a large role in increasing awareness and attendance of other existing community events that may not have a large marketing budget. The City will continue to focus on community outreach to engage more community groups with qualified events to be included in the program.

6. Festival Infrastructure and City Branded Assets

A small amount of funding is being requested to acquire an inventory of event infrastructure (e.g., wheelchair ramps) and custom City branded assets (e.g., tents, flags, signage, umbrellas, etc.). This would help ensure that the City is recognized as a supporter of community events.

Allocation of Resources

Requested funding from the Major Events Provision is the City's commitment to funding successful festivals and events that is used to leverage funding from other sources. Overall, event budgets include funding from the Major Events Provision plus sponsorship and grant funding, in addition to earned revenue (e.g., ticket sales, percentage of food sales, exhibitor fees, etc). The event program and activities provide the opportunities for successful sponsorships and grants. The following table outlines the projected budgets and funding sources for the 2016 events.

EVENT	TOTAL BUDGET	CITY FUNDING	SPONSORSHIP TARGET	OTHER (grants, vendor fees, ticket sales, etc)
Ships to Shore	\$180,000	\$180,000	* see below	n/a
Maritime Festival	\$345,000	\$205,000	** \$60,000	\$80,000
Richmond World Festival	\$380,000	\$230,000	** \$140,000	\$10,000
Children's Arts Festival	\$130,000	\$70,000	** \$23,500	\$36,500
Days of Summer	\$50,000	\$50,000	n/a	n/a
City branded assets	\$15,000	\$15,000	n/a	n/a
TOTALS	\$1,100,000	\$750,000	\$223,500	\$126,500

* Any sponsorship revenue acquired for Ships to Shore will be used to offset the City contribution and will be returned to the Major Events Provisional Fund for future festival development. A sponsorship target of \$20,000 has been set for this event.

** Sponsorship revenue for Maritime Festival, World Festival, and Children's Arts Festival is used for program enhancement and is part of the overall budget for the event.

Financial Impact

This report recommends that the following amounts be transferred from the City's Major Events Provision Fund:

1. Ships to Shore 2016: \$180,000
2. Maritime Festival 2016: \$205,000
3. Richmond World Festival 2016: \$230,000
4. Children's Arts Festival 2017: \$70,000
5. Days of Summer 2016: \$50,000
6. City branded assets: \$15,000

If approved, \$1,100,000 will be included in the 5 Year Financial Plan (2016-2020), of which, \$750,000 will come from City funding, \$223,500 from projected sponsorship and \$126,500 from grants and/or ticket sales. If sponsorship, grants and/or ticket sales are less than projected, the budget and scope for each respective event will be reduced accordingly.

The current balance in the Major Events Provision Fund is \$753,524. On December 14, 2015 Council approved an additional \$635,000 from the 2016 one-time expenditure request for 2017 events (does not include funding for Ships to Shore 2017), bringing the total balance of the provision to \$1,388,524.

Conclusion

Ships to Shore and the Maritime Festival are two signature events that add to the vibrancy of the Steveston waterfront, celebrate the rich maritime history of the area, and profile Richmond's arts, culture and heritage. The Children's Arts Festival provides a low cost event on the Family Day holiday. The Richmond World Festival is the City's newest multicultural festival located in the heart of Richmond's City Centre that celebrates Richmond's cultural diversity. All four events provide free or low cost activities for Richmond residents and visitors, are very well received by the attendees, serve a broad demographic and receive excellent media coverage.

The Days of Summer program provides overall marketing and media support to these four marquee festivals, as well as many other events in the City. The program increases awareness and attendance of many of the community events taking place in Richmond, further positioning the City as a destination for fun events in the region.

Major events are an excellent way for the City to stimulate social, cultural and economic growth. Investment in these four major events would improve opportunities for the City to provide free events to its residents, attract out-of-town visitors, engage the business community and support Richmond's reputation as being a great place to work, live, and play.

This report recommends that \$750,000 be transferred from approved funds in the Major Events Provision Fund to invest in four events, one marketing program, and the purchase of City branded assets.



Bryan Pasaka
Manager, Major Events & Film
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