



General Purposes Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Tuesday, February 19, 2019
4:00 p.m.**

Pg. # ITEM

MINUTES

GP-4 *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on February 4, 2019.*



COUNCILLOR KELLY GREENE

1. **AUDIO RECORDINGS OF COUNCIL AND STANDING COMMITTEE MEETINGS**
(File Ref. No. 01-0105-00)

GP-23

See Page GP-23 for full report

MOTION

To direct staff to identify feasible options for publishing on the City of Richmond website the audio recordings from all Council and Standing Committee meetings that are not video recorded.



COMMUNITY SERVICES DIVISION

2. **HOLLYBRIDGE WAY PUBLIC ART LANDMARK PROPOSED LOCATION**
(File Ref. No. 11-7000-09-20-244) (REDMS No. 6059508 v. 9)

GP-24

See Page GP-24 for full report

Designated Speaker: Biliana Velkova

STAFF RECOMMENDATION

That the proposed location for the Hollybridge Way Public Art Landmark artwork “Typhas” by artists Charlotte Wall and Puya Khalili, as presented in the report titled “Hollybridge Way Public Art Landmark Proposed Location,” dated January 16, 2019, from the Director, Arts, Culture and Heritage Services, be endorsed.



3. **2019 ARTS AND CULTURE GRANTS PROGRAM**

(File Ref. No. 11-7000-01) (REDMS No. 6059091 V. 2)

GP-34

See Page GP-34 for full report

Designated Speaker: Katie Varney

STAFF RECOMMENDATION

That the 2019 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$114,524, as outlined in the report titled “2019 Arts and Culture Grants Program” dated January 10, 2019 from the Director, Arts, Culture and Heritage Services.



4. **2019 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**

(File Ref. No. 11-7000-01) (REDMS No. 6047179 v. 13; 6047157; 6080248;)

GP-93

See Page GP-93 for full report

Designated Speaker: Beayue Louie

STAFF RECOMMENDATION

That the 2019 Parks, Recreation and Community Events Grants be awarded for the recommended amounts and funding cycles, and cheques disbursed for a total of \$109,100, as identified in Attachment 1 of the staff report titled “2019 Parks, Recreation and Community Events Grants,” dated January 14, 2019, from the Director, Recreation and Sport Services.



Pg. # ITEM

5. **2019 HEALTH, SOCIAL AND SAFETY GRANTS**
(File Ref. No. 07-3040-01) (REDMS No. 6057796 v. 3; 6075319; 5950178)

GP-168

See Page GP-168 for full report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That the 2019 Health, Social and Safety Services Grants be awarded for the recommended amounts and funding cycles, and cheques disbursed for a total of \$612,274 as per the report titled “2019 Health, Social and Safety Grants”, dated January 16, 2019, from the Manager of Community Social Development (Attachment 1).

☐

6. **2019 CHILD CARE GRANTS**
(File Ref. No. 07-3070-01) (REDMS No. 6010376 v. 8; 5364413; 5955401; 6010359)

GP-282

See Page GP-282 for full report

Designated Speaker: Chris Duggan

STAFF RECOMMENDATION

That, as per the report titled “2019 Child Care Grants,” dated January 10, 2019, from the Manager of Community Social Development:

- (1) the Child Care Capital and Professional and Program Development Grants be awarded for the recommended amounts and cheques be disbursed for a total of \$54,187; and*
- (2) a second Child Care Capital Grant intake for 2019 be scheduled to utilize the balance of unspent capital funds of \$25,720.*

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, February 4, 2019

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

AGENDA ADDITION

It was moved and seconded
That Chinese Canadian Museum be added to the Agenda as Item No. 6.

CARRIED

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on January 21, 2019, be adopted as circulated.

CARRIED

General Purposes Committee
Monday, February 4, 2019

COUNCILLOR MICHAEL WOLFE

1. CLIMATE EMERGENCY

(File Ref. No.)

Councillor Wolfe provided background information and spoke on the need to declare a climate emergency.

It was moved and seconded

That the City of Richmond declare a climate emergency as climate change is a serious and urgent threat.

As staff review our commitment to the Blue Dot initiative, that, a report be prepared within six months with respect to our municipal climate action plan so that it will be updated with strategies and actions with respect to the climate emergency as outlined by the U.N. Intergovernmental Panel on Climate Change in their October 2018 report. Richmond City Council will take leadership as our municipality faces immediate threats from sea level rise and coastal weather extremes. Food insecurity, low elevation geography, proximity to earthquake faults, and reliance on energy demanding pump-stations, are a few notable vulnerabilities. It is time to go beyond acknowledgement.

Direction to staff will include:

- (1) accelerated emissions targets to shorten our timeline of reducing greenhouse gas emissions.*
- (2) recommendations to achieve a whole city that is net zero carbon emissions, net zero waste, food self-sufficient and a rapid transition to an energy self-sufficient future.*
- (3) collaboration with the cities of Vancouver, Halifax, London, and Los Angeles, who have recently passed similar declarations of climate emergency.*

It was moved and seconded

That the motion on Climate Emergency be referred to staff.

Councillor Steves reviewed and distributed materials titled “Richmond State of the Environment Report” (attached to and forming part of these Minutes as Schedule 1), and referenced a referral motion made at the January 29, 2019 Parks, Recreation and Cultural Services Committee, noting that it be coordinated with the Climate Emergency referral.

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Discussion took place on the difference between the referral motion made at the Parks, Recreation and Cultural Services Committee and the need to consider the Climate Emergency declaration separately.

There was agreement to revise the scope of the referral motion to include only the portion starting at “As staff review our commitment to the Blue Dot initiative...” as follows:

That the following be referred to staff:

As staff review our commitment to the Blue Dot initiative, that, a report be prepared within six months with respect to our municipal climate action plan so that it will be updated with strategies and actions with respect to the climate emergency as outlined by the U.N. Intergovernmental Panel on Climate Change in their October 2018 report. Richmond City Council will take leadership as our municipality faces immediate threats from sea level rise and coastal weather extremes. Food insecurity, low elevation geography, proximity to earthquake faults, and reliance on energy demanding pump-stations, are a few notable vulnerabilities. It is time to go beyond acknowledgement.

Direction to staff will include:

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- (2) recommendations to achieve a whole city that is net zero carbon emissions, net zero waste, food self-sufficient and a rapid transition to an energy self-sufficient future.*
- (3) collaboration with the cities of Vancouver, Halifax, London, and Los Angeles, who have recently passed similar declarations of climate emergency.*

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

Discussion further took place on the motion to declare a climate emergency and it was noted that additional information and time is needed to make an informed decision – one which is robust and not simply symbolic in nature.

The Chair remarked that Richmond has a long history of leading on all facets of sustainability, climate action, environmental protection and so forth, referencing a staff memorandum titled “City of Richmond’s Action on Climate Change” dated January 31, 2019 (copy on file, City Clerk’s Office).

The question, which now reads,

That the City of Richmond declare a climate emergency as climate change is a serious and urgent threat.

was then called and it was **CARRIED** with Cllrs. Au and Loo opposed.

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Discussion took place on the timeline of reporting back and the Chair directed staff to provide a status update in six weeks.

COUNCILLOR CAROL DAY

2. **AGENDA PRODUCTION**

(File Ref. No.)

It was moved and seconded

That staff be requested to review the current agenda production process and report back with options for earlier distribution of agenda packages.

CARRIED

COMMUNITY SERVICES DIVISION

3. **MINORU PARK VISION PLAN UPDATE**

(File Ref. No. 06-2345-20-MINO1) (REDMS No. 5785945 v. 18)

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Jamie Esko, Manager, Parks Planning, Design and Construction and Miriam Plishka, Park Planner, provided an update to the Minoru Park Vision Plan.

Councillor Steves distributed material regarding the Minoru Park Plan and City Hall precinct (attached to and forming part of these Minutes as Schedule 2). He commented on past planning studies for the area, referring to potential locations for new tall buildings, mixed-use development combining residential and commercial uses, seniors housing, a museum, art gallery and other recreational facilities. Councillor Steves then remarked that, prior to any decisions on the citation of buildings around Minoru Park, the area comprised of the Minoru Aquatic Centre, the Minoru Place Activity Centre, the Brighthouse Library, the former RCMP building, the City Hall parking lot and School District Office should be examined in its entirety as a City Precinct study area.

Discussion took place and the following comments from Committee were noted:

- health and environmental concerns related to the Minoru Lakes have not been adequately addressed;
- cyclists and pedestrians cannot share pathways and therefore cycling through Minoru Park cannot be supported;
- alternate sites, such as the Garden City Lands, for the relocation of the cricket pitch should be examined;

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- the Gateway Theatre's parking should be noted as an alternate parking site for park users considering peak park use is in the daytime and not in the evening when the Theatre has shows;
- it is premature to consider the Minoru Park Vision Plan as a whole when there are unanswered questions such as the relocation of the cricket pitch, the use of the Minoru Aquatic Centre and so forth;
- the level of density adjacent to the Park necessitates that cycling be permitted throughout the Park, particularly for children;
- any additional buildings on the park grounds would take away from the essence of the Park and its open space;
- the Garden City Lands is agricultural land and not parkland; and
- Minoru Park should remain a park and additional buildings should not be considered; instead, in keeping with the City Centre Area Plan, sites identified in north Richmond should be further examined for cultural activities.

In reply to queries from Committee, staff advised that (i) active bike use throughout the entirety of a park is currently not permitted in any other City park, (ii) the fountain currently located at the Library / Cultural Centre's plaza is proposed to be removed to improve the functionality of the plaza, (iii) signage and thoughtful design are some ways to manage the movement of cyclists, and (iv) cycling groups were not consulted as part of staff's review.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

That the Minoru Park Vision Plan, as detailed in the staff report titled "Minoru Park Vision Plan Update," dated January 14, 2019, from the Director, Parks Services, be referred back to staff.

The question on the referral motion was not called as staff was directed to consider Committee's comments with regard to the Minoru Park Vision Plan under advisement. Also, it was noted that many of the existing buildings in the Minoru Park precinct have large footprints and perhaps their relocation could be examined in an effort to increase green space.

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

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ENGINEERING AND PUBLIC WORKS DIVISION

4. VIABILITY OF REPURPOSING MINORU AQUATIC CENTRE – LOW COST OPTIONS

(File Ref. No. 06-2052-55-02-01) (REDMS No. 6119659)

Correspondence related to the repurposing of the Minoru Aquatic Centre was distributed on table (copy on file, City Clerk's Office).

In reply to queries from Committee, Jim Young, Senior Manager, Capital Buildings Project Development, and Elizabeth Ayers, Director, Recreation and Sport Services, advised that (i) at the time of writing the staff report, staff had not received cost related information on the potential conversion of the Minoru Aquatic Centre, (ii) should the conversion be approved, the project would go through to the City's procurement process, and (iii) costs have been estimated utilizing quantity surveyors.

As a result of the discussion, the following **motion** was introduced:

It was moved and seconded

- (1) That the Minoru Aquatics Centre Demolition (\$3,392,000) be removed from the proposed 2019 Capital Budget;*
- (2) That the Minoru Aquatics Centre not be demolished; and*
- (3) That Option 1 – Infill Only (allows for only very limited programming use) as per the staff report titled "Viability of Repurposing Minoru Aquatic Centre – Low Cost Options" dated February 1, 2019 from the Senior Manager, Capital Buildings Project Development be referred to staff for consideration and various groups be invited to make submissions on how to possibly use the Minoru Aquatics Centre.*

The question on the motion was not called as in reply to queries from Committee, Mr. Young advised that if the pool were to be infilled, a geotechnical or structural specialist would be retained. He commented on the cost of mould and asbestos abatement, and stated that asbestos poses health risks when disturbed; therefore, if the building were to be converted, features of the building like accessibility would be examined; for instance, if a new ramp were required, mould and asbestos abatement would be required in the areas disturbed by the construction of the new ramp.

Discussion ensued on the potential to repurpose the Minoru Aquatics Centre and Ms. Ayers advised that a call to various community groups could be placed in an effort to solicit proposals for the use of space; however, she stated that a converted space would not be conducive to vigorous activities like dance; instead, the converted space would be best suited for passive activities.

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The question on the motion was then called and it was **CARRIED** with Mayor Brodie, Cllrs, Loo, McPhail and McNulty opposed.

COMMUNITY SAFETY DIVISION

5. **HEALTH CANADA QUESTIONNAIRE ON CANNABIS EDIBLES, EXTRACTS AND TOPICALS**

(File Ref. No. 09-500-01) (REDMS No. 6105948 v. 4)

It was moved and seconded

That the responses summarized in the staff report titled "Health Canada Questionnaire on Cannabis Edibles, Extracts and Topicals", dated January 22, 2019, from the General Manager, Community Safety be approved for submission to Health Canada.

CARRIED

6. **CHINESE CANADIAN MUSEUM**

(File Ref. No.)

Councillor McPhail distributed a flyer titled "Preserving Chinese Canadian Cultural Heritage in B.C." (attached to and forming part of these Minutes as Schedule 3). She provided background information, noting that the Province of British Columbia and the City of Vancouver are working together to have Vancouver's Chinatown designated a United Nations Education, Scientific and Cultural Organization (UNESCO) World Heritage site.

Councillor McPhail then remarked that the preliminary vision includes a hub in Vancouver's Chinatown and spokes across B.C.; ideally Richmond could be one of those spokes.

As a results, the following **referral motion** was introduced:

It was moved and seconded

That staff analyze and report back on opportunities to work with the Province regarding the Chinese Canadian Museum.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:39 p.m.).

CARRIED

General Purposes Committee
Monday, February 4, 2019

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, February 4, 2019.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Coordinator

TO: Mayor and Councillors

FROM: Councillor Harold Steves

Date: Feb. 4, 2019-02-04

RE: Richmond State Of The Environment Report

At Parks Committee, Jan. 26, 2019 a referral was approved to prepare a "State Of The Environment Report" to meet the five year requirement of the Blue Dot programme which was adopted at Parks committee Sept. 24, 2014. And adopted by council Oct. 14, 2014 (1)

The first State of the Environment Report was prepared by the Advisory Committee on the Environment (ACE) and the City in 1998 (2) It was to be updated every five years.

The 2005 State of the Environment Report added climate change and Richmond's greenhouse gas emissions and recommended a programme to measure them (3)

In 2014 the State Of The Environment Report was called the "Sustainability Progress Report" and the main emphasis was on Richmond's "Climate and Energy Action" to compensate for human-caused greenhouse gas emissions (4) At the same time additional reports were prepared on Richmond's Ecological Network Strategy (2015), district energy, and many other issues. Dyking and sea berm plans to compensate for sea level rise were completed with the assistance of Dutch scientists.

RECOMMENDED:

That copies of various reports on the environment and climate change over the past few years be provided to council and Councillor Wolfes recommendations be adopted as amendments to the referral already approved by Parks Committee.

BLUE DOT

(1)

passed October 14, 2014

Model Municipal Declaration The Right To A Healthy Environment

Whereas the Municipality of Richmond understands that people are part of the environment, and that a healthy environment is inextricably linked to the well-being of our community;

The Municipality of Richmond finds and declares that:

1. All people have the right to live in a healthy environment, including:

The right to breathe clean air

The right to drink clean water.

The right to consume safe food.

The right to access nature

The right to know about pollutants and contaminants released into the local environment.

The right to participate in decision-making that will affect the environment

2. The Municipality of Richmond has the responsibility, within its jurisdiction, to respect, protect, fulfill and promote these rights.
3. The Municipality of Richmond shall apply the precautionary principle: where threats of serious or irreversible damage to human health or the environment exist, the MUNICIPALITY shall take cost effective measures to prevent the degradation of the environment and protect the health of its citizens. Lack of full scientific certainty shall not be viewed as sufficient reason for the MUNICIPALITY to postpone such measures
4. The Municipality of Richmond shall apply full cost accounting: when evaluating reasonably foreseeable costs of proposed actions and alternatives, the MUNICIPALITY will consider costs to human health and the environment.
5. By Dec 31st, 2015, the Municipality of Richmond shall specify objectives, targets and timelines and actions the Municipality of Richmond will take, within its jurisdiction, to fulfill residents' right to a healthy environment, including priority actions to:
 - a. Ensure equitable distribution of environmental benefits and burdens within the municipality, preventing the development of pollution "hot spots";
 - b. Ensure infrastructure and development projects protect the environment, including air quality;

- c. Address climate change by reducing greenhouse gas emissions and implementing adaptation measures;
- d. Responsibly increase density;
- e. Prioritize walking, cycling and public transit as preferred modes of transportation;
- f. Ensure adequate infrastructure for the provision of safe and accessible drinking water;
- g. Promote the availability of safe foods;
- h. Reduce solid waste and promote recycling and composting;
- i. Establish and maintain accessible green spaces in all residential neighbourhoods.

The Municipality of Richmond shall review the objectives, targets, timelines and actions every five (5) years, and evaluate progress towards fulfilling this declaration.

The Municipality of Richmond shall consult with residents as part of this process.

Introduction and Overview

This section covers three issues:

- Why a State of the Environment Report was written;
- How the report was written; and
- A summary of what we found.

1. Why the Report Was Written

Richmond has an attractive natural setting, surrounded by the sea, the Fraser River, and mountains. It includes some of Canada's most productive farmland and habitat for millions of migrating birds. Richmond also offers a high calibre of amenities for its human residents, including a quality network of parks and trails. Yet as more people settle in the Lower Mainland, our resources and quality of life could come under pressure—if we fail to change our consumption patterns. We need solutions to reduce this pressure and protect the things we value. *A State of the Environment Report can help us develop these solutions.*

Richmond City Council and the Advisory Committee on the Environment recognize the value of State of the Environment (SOE)

reporting in monitoring Richmond's environmental health. They have provided the resources and time required to create this report. But this report is just the beginning—it forms part of a broader environmental management system that will be developed over time.

As more people settle in the Lower Mainland, our resources and quality of life could come under pressure—if we fail to change our consumption patterns.

How the Report Fits Into the Environmental Management System

The first step in developing this system involves *clarifying our general priorities* for protecting those resources and reducing pressure on them. The second step is to *quantify the status of those resources and pressure points / stressors*. Both steps one and two were completed in creating this report (see Section 2 of this introduction for further detail).

The third step is to *set targets*, or describe an ideal scenario for our environment. The State of the

Environment Report prepares us for Step #3 by pointing out any targets we are already using, along with targets used in other cities. But more work is required to create a complete set of meaningful, achievable targets for Richmond. The fourth step involves *developing actions* to get us there. Some actions which will help us improve environmental management are already underway;

but once targets have been confirmed, new actions may be required to help us achieve them. The fifth step involves *monitoring the effectiveness of those actions*. If monitoring tells us the actions are working, we should continue them. But if the actions don't work, we can adjust them and then test them with further monitoring.

RRC-5: Greenhouse Gas Emissions

Why is this Indicator Important?

Greenhouse gas (GHG) emissions can accelerate the natural 'greenhouse effect' (which keeps heat in the earth's atmosphere) and result in global climate change. Global climate change is expected to have serious impacts on our weather, meteorological and ecological support systems. Potential impacts of climate change include:

- sea level rise and increased flooding risk;
 - more extreme weather events like storms, floods, and droughts;
 - diminished water supplies;
 - diminished fishery resources as a result of warmer oceans and rivers; and,
 - diminished forestry resources as a result of increased incident of fire, insect outbreaks and disease.
- ~ The major sources of greenhouse gases are from combustion of fossil fuels such as oil, natural gas or coal, and from the decomposition of organic wastes in landfills. Within Richmond, the primary GHG sources are the burning of natural gas and petroleum.

What is Being Measured?

No indicator was measured for this report as there is currently no reportable data available for Richmond. As Richmond develops its emissions baseline and forecast, there will be information with which to track GHG emissions in future years.

What is Being Done?

- Canada has committed in the Kyoto Protocol (which came into effect in 2004) to reduce total greenhouse gas emissions to 6% less than 1990 levels by 2012. The federal government has been developing actions and program funding to help industries, communities and individuals reduce their emissions.
- Municipalities have an important role to play as much of the GHG emissions are related to vehicles and housing - which can be influenced by municipal actions. In 2001, the City of Richmond joined the Federation of Canadian Municipalities' Partners for Climate Protection Program. This program is a five milestone framework to define an emissions baseline, establish a forecast of future emissions, define a reduction target, and develop community plans to manage these emissions. Richmond is working to define a baseline emissions inventory and the information from this will be used to help create a forecast and reduction targets.

Summary

Status:

There is currently no complete indicator data of greenhouse gas (GHG) emissions for Richmond. The City is working to develop its GHG emissions baseline as part of the Partners for Climate Protection program.

Trend:

No trend data on GHG emissions in Richmond is currently available, but the growth in the population and associated increases in vehicle traffic, housing and commercial activities have likely resulted in increased total GHG emissions over the past several decades.

Outlook:

Unknown.

CITY TARGETS

Reduce community GHG emissions
33% below 2007 levels by
2020, and 80% by 2050.
Reduce community energy use
10% by 2020 below 2007 levels.

KEY DOCUMENTS:

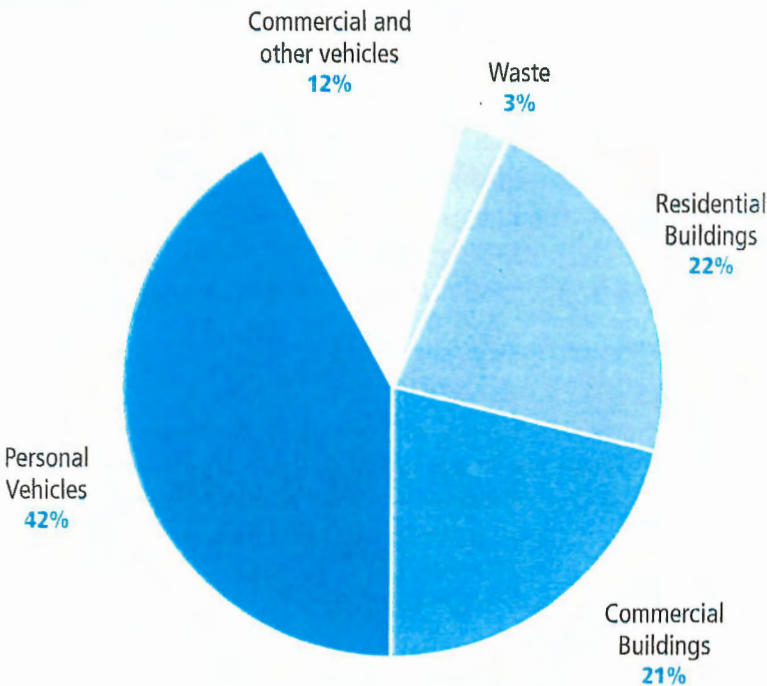
- 2041 Official Community Plan
- Community Energy & Emissions Plan
- Flood Protection Management Strategy

Climate & Energy Action

Human-caused greenhouse gas (GHG) emissions are changing our planet's climate. Communities around the world are acting to reduce the climate change risk while anticipating and adapting to a changing climate.

Richmond's 2041 Official Community Plan commits the City to aggressive GHG and energy reduction targets. Encouragingly, the energy actions the City takes to address climate change will also improve Richmond's quality of life – moving away from fossil fuels to low carbon alternative sources of energy will make the air we breathe cleaner and our streets quieter and more pleasant. Designing walkable, bike and transit friendly neighbourhoods will support healthy lifestyles, and great neighbourhoods with convenient access to amenities. Improving our buildings' energy use can provide healthier indoor spaces and lowering households' and businesses' energy costs. Climate action is a leap, creating a range of new opportunities for Richmond enterprises.

Richmond 2010 Community Emissions



ACHIEVEMENTS

2008	2012
City signs Climate Action Charter committing to carbon neutrality in corporate operations	Launch of Alexandria District Energy
2008–2031 Flood Protection Management Strategy	Energy and emissions targets adopted in OCP

TO: Mayor and Councillors

FROM: Councillor Harold Steves

Date: Feb. 4, 2019-02-04

Minoru Park Plan AND City Hall Precinct. With such short notice I haven't been able to find previous studies. However, until recently a Museum was a priority for the site and an Art Gallery after that.

Years ago we had an architectural study done that combined the cultural centre/library, seniors centre, pool, museum, art gallery, etc on the west side of Minoru Boulevard with the City Hall and School Board on the east side as one City Hall precinct.

On the east side there were supposed to be new tall buildings on the former RCMP building site and the City Hall parking lot with residential or office uses in the upper floors. In a later proposal towers were suggested for the west side for seniors housing with the museum, art gallery and other recreational facilities on the lower floors.

On the east side, city use of the former RCMP building (condemned by the RCMP) was supposed to be short term use. On the west side, some councillors and public were opposed to residential use on city property so nothing happened. One of the most important reasons for keeping the pool is to keep the pool and former seniors centre available for future development similar to keeping the former RCMP building for the same reason.

The Elmbridge building rented to the province is also a holding property and if I remember right we spent \$5 million upgrading it in 1996 (\$25 million now)

Metro Vancouver has shown the way with their Metrotown office tower.

I suggest referring back to staff the area comprised of the pool, former seniors centre, library, former RCMP building and City Hall parking lot, a City Precinct study area, with a full architectural study by a consultant. It could also include the school board building.

TO: Mayor and Council

FROM: Councillor Harold Steves

Richmond Museum Requirements;

DATE: Jan. 19. 2005

In the long term list of priorities a museum was to be constructed after the Gateway Theatre. The museum has been a priority in Richmond longer than the field house proposed for the Olympic Oval, new fire halls or a new police station.

1989 report

After other sports and recreational facilities and the Gateway Theatre had been constructed Richmond Council approved the construction an 8,000 sq. ft. Richmond Museum in the new Cultural Centre at a cost of \$2 million. Construction of the museum was postponed when the \$12 million Arts Centre went \$2 million over budget. That was 15 years ago.

1991 report

In 1991 city staff implored that there was an "urgent need for 5,700 sq. ft. of space". Important artifacts were being turned down, some artifacts transferred to other museums, and some artifacts were outdoors under plastic tarps at Works Yard.

1992 report

In 1992 staff reiterated the need stating that an 8,000 sq. ft. resource centre was required in addition to the 1800 sq. ft. provided at the Art Centre.

"Staff are not acquiring or seeking acquisitions as there is no space." There remains significant gaps in the collection of Richmond's history as staff have not had the time nor the space to secure the required artefacts." The collection gaps include ... textiles...agriculture...food processing...furniture....transportation...industrial objects, etc.

The "resource centre" would be the "hub of activity for museum services", volunteer training, meeting space, exhibit space and "open" storage open for viewing, exhibit preparation, etc.

2005

In 2005 the need is far greater than it was in 1989 and the area needed is much greater than 8,000 sq. ft.. Staffing has been restructured to better curate the collection and preserve the artifacts. Donations have increased and there are substantial fishing industry artifacts from BC Packers. Presently the Richmond Museum is in storage with little opportunity for the public to ever see items in the collection on display, even once, over the next 25 years.



City of Richmond

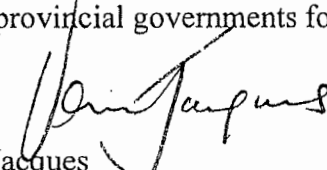
Report to Committee

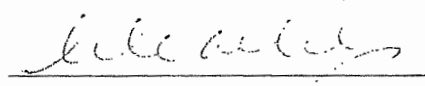
To: Parks, Recreation & Cultural Services Committee **Date:** February 10, 2009
From: Vern Jacques
Acting Director, Recreation & Cultural Services **File:** 06-2055-20-INBOX/Vol 01
Re: **Richmond Museum Feasibility Study**

Staff Recommendation

That:

1. The Draft Richmond Museum Feasibility Study (included as **Attachment 1** in the report dated February 10 2009, from Acting Director, Recreation & Cultural Services) be endorsed.
2. The Funding Framework (as included in the report dated February 10 2009, from Acting Director, Recreation & Cultural Services), be endorsed.
3. Funding for a Museum Development Plan be considered within the 2010 Capital Budget program.
4. A submission be included in the 5-year Capital Budget program for a new destination Richmond Museum, with the provision that external funding be required prior to consideration for approval.
5. An advocacy strategy be developed for federal and provincial capital and operational funding for a new destination museum.
6. Staff support the Richmond Museum Society capital fundraising campaign for a new destination museum.
7. Upon endorsement, this report be forwarded to the appropriate ministries of the federal and provincial governments for information.


Vern Jacques
Acting Director, Recreation and Cultural Services
(604-247-4930)

FOR ORIGINATING DEPARTMENT USE ONLY					
ROUTED TO:		CONCURRENCE		CONCURRENCE OF GENERAL MANAGER	
Budgets		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>		
Facility Management		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>		
CPMG		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>		
REVIEWED BY TAG		YES	NO	REVIEWED BY CAO	
		<input checked="" type="checkbox"/> <i>JK</i>	<input type="checkbox"/>	YES <input checked="" type="checkbox"/> <i>Adony</i> NO <input type="checkbox"/>	

GP - 20

From: Councillor Linda McPhail

RE: Chinese Canadian Museum

Referral to Staff

Analyze and report back on the opportunities to work with the Province

Preserving Chinese Canadian Cultural Heritage in B.C.

Share your ideas on the design and creation of British Columbia's first

Chinese Canadian Museum

The Ministry of Tourism, Arts and Culture invites you to share your ideas, stories and experiences about Chinese history and culture, both past and present, in B.C. to help us in the design, creation and content that will be the foundation of this museum experience.

Join the online discussion or attend a community meeting

engage.gov.bc.ca/chinesecanadianmuseum

Feedback will be summarized and used as input into establishing a Chinese Canadian Museum.



From: Greene,Kelly
Sent: Thursday, 7 February 2019 12:07 PM
To: Weber,David
Cc: Jesson,Claudia
Subject: Re: Standing committees

Hi David,

I'd like to make the following motion at the next GP Committee meeting:

To direct staff to identify feasible options for publishing on the City of Richmond website the audio recordings from all Council and Standing Committee meetings that are not video recorded.

The purpose is to provide a greater level of accessibility and transparency of City Council decisions, as is provided by video recordings currently provided for some meetings. It will also provide interested public with a more detailed understanding of the meetings, and capture the nuances that are not found in the minutes.

Thank you,

Kelly

Kelly Greene
Richmond City Councillor

(604) 230-9461
6911 No. 3 Road
Richmond, BC
V6Y 2C1



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 16, 2019

From: Biliana Velkova
Public Art Planner

File: 11-7000-09-20-244/Vol
01

Re: Hollybridge Way Public Art Landmark Proposed Location

Staff Recommendation

That the proposed location for the Hollybridge Way Public Art Landmark artwork "Typhas" by artists Charlotte Wall and Puya Khalili, as presented in the report titled "Hollybridge Way Public Art Landmark Proposed Location," dated January 16, 2019, from the Director, Arts, Culture and Heritage Services, be endorsed.

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

Att. 5

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

Staff Report

Origin

Following discussion of the Staff Report titled “Hollybridge Way Public Art Landmark Concept” at the Regular Council meeting on December 10, 2018 Council made the following referral motion:

(1) That the concept proposal and installation for the Hollybridge Way Landmark public artwork "Typhas" by artists Charlotte Wall and Puya Khalili, as presented in the report titled "Hollybridge Way Public Art Landmark Concept," dated November 1, 2018, from the Director, Arts, Culture and Heritage Services, be endorsed; and

(2) That the proposed location for the "Typhas" public artwork installation be referred back to staff for alternative siting on the Hollybridge Way Public Art Landmark.

This report responds to part two of the referral.

Analysis

As per the Hollybridge Way Public Art Landmark Terms of Reference, approved by Council in June 2018, and as identified in the City Centre Public Art Plan as adopted by Council in 2011, the siting of *Typhas* is intended to:

- mark a high profile location at the terminus for the proposed Lansdowne Road ceremonial route;
- act as a gateway/landmark for the new Hollybridge Waterfront Park and Pier; and
- provide a signature artwork anticipated to attract people to gather, pose for photos and create a sense of place.

At the December 10, 2018 Council meeting, additional issues were raised regarding whether the artwork would block the view of the river, whether the mirror finish of the artwork would pose a safety risk for motorists and whether the location of another artwork in the adjacent development would compete visually.

Staff has conferred with Parks, Public Works, Engineering and Transportation accordingly.

Oval Precinct and Surrounding Area Public Art Plan

The Richmond Olympic Oval Precinct and Surrounding Area Public Art Plan, approved by Council on April 25, 2006, incorporates the themes “flow, flight and fusion” to guide the shape and form of the art, landscape design and architecture in the precinct.

These themes support design and artwork that encapsulate the spirit of Olympic speed skating, the legacy of a community health and wellness centre and the growing complete community located at the water’s edge. Public artworks within the precinct have taken the themes of “flow, flight and fusion” as a point of departure in developing their artworks; these include Susan Point’s *Buttress Runnels*, Janet Echelman’s *Water Sky Garden* and Buster Simpson’s *Ice Blade*.

Typhas will mark the completion of the Oval Precinct and Surrounding Area Public Art Plan, making the area an important collection of a number of high profile and diverse works of public art in Richmond.

City Centre Public Art Plan

The City Centre Public Art Plan builds on the guiding principles of the City Centre Area Plan to create continuity throughout the City Centre and its individual villages. The City Centre Public Art Plan identifies themes and opportunities for public art to play a role in achieving a connected community.

“Richmond: Yesterday, Today and Tomorrow” is the thematic framework within which artists will design their artwork. This framework offers context to create continuity and synergy, while allowing room for artistic expression and diverse projects.

Oval Village—a high-density, mixed commercial and residential district—is an important location for public art and builds on the success of the Richmond Olympic Oval’s public art program. The growth underway in this area provides an opportunity to incorporate public art which reflects the cultural history and waterfront environment.

The City Centre Public Art Plan identifies an estimated budget of \$100,000–\$350,000 for artwork related to the Middle Arm Waterfront Art Walk, in which Hollybridge Park is located.

Location Options

As this artwork is part of the Council approved Olympic Oval Precinct and Surrounding Area Public Art Plan funded from the Oval Precinct Public Art Capital Budget, only locations within the Olympic Oval Precinct have been considered in this report. Any locations elsewhere in the city would require an alternative funding source.

See Attachment 1 for a map showing the following identified locations:

- A. Hollybridge Way Pier
- B. Hollybridge and Lansdowne Intersection
- C. Grand Staircase

Any locations involving the dike or pump station are not considered options due to the potential negative impact to current and future flood protection infrastructure. The Riverside Plaza area which is already fully programmed with public artwork, volleyball court, etc. is also not considered an option for the siting of this work. The Legacy Plaza is, as well, fully programmed and already has a large-scale public artwork, *Water Sky Garden*. (Attachment 2)

Option A: Hollybridge Way Pier (Attachment 3)

In the initial planning stages of the area, Hollybridge Way Pier was considered as a location for the Hollybridge Way Public Art Landmark; however, it was concluded that placement of an

artwork there would limit programming opportunities for the pier as well as visually compete with the pier design and river view.

The City has entered into a contract for construction of the pier, which is scheduled to start in 2019. The project has been delayed for two years due to a lengthy process to obtain approval from the Province (for the license agreement). To locate *Typhas* on the pier would necessitate changing the contract to add this additional scope of work which is already tendered. First, a structural engineer would need to be retained to do a feasibility study to determine the nature of the new structural reinforcement to install the artwork and related additions (such as electrical power supply). The estimated cost for retaining a structural engineer for this feasibility study is up to \$15,000, which is not available in the Oval Precinct Public Art Capital Budget. Additionally, there is no dedicated funding source for the expenses that would follow the feasibility study: detailed design and specifications as well as additional construction costs for the structural and other modifications.

A changed scope of work would also be expected to result in renewed costly delays in obtaining approval from the Province.

Option B: Hollybridge and Lansdowne intersection (Attachment 4)

This location, due to its proximity to Hollybridge Canal Park, would thematically link with the intent of the artwork to connect with the river ecology. In order to accommodate the artwork, the site would require engineering and construction of a reinforced footing and installation of a new electrical power supply with an additional estimated combined cost of \$50,000 to \$75,000, which is not available in the Oval Precinct Public Art Capital Budget. There is significant underground infrastructure in this area including drainage box culverts, BC Hydro and the Metro Vancouver Gilbert Trunk Sewer, so placement of the artwork would also need to take this infrastructure into account.

Option C: Grand Staircase – (Recommended):

The landing on the grand stairs is a high profile location with visibility from the dyke trail, Dinsmore Bridge and No. 2 Road Bridge.

This location avoids conflict with event staging on the pier, safe pedestrian and cyclist movement, and road end turn-around (Attachment 3).

As this staircase location was previously designated for the placement of a piece of public art, the landing midway up the stairs was reinforced to take up to 8,000 kg (4 tonnes) in weight and up to 6 metres (20 ft.) in height. The recommended artwork has been designed specifically for this location based on these technical specifications as well as in response to the environmental heritage of the site as per the Council- approved Terms of Reference.

From the street level of Hollybridge Way, the river view is not visible due to the height of the dike (See photos on Attachment 5). The placement of the artwork at the mid-stair location follows the City Centre Area Plan recommendation of installing “markers” along the riverfront at the ends of view corridors to enhance way finding; the intention is to lead people to walk up the stairs to discover and enjoy the view, at which point, the artwork will be behind them.

Additional Concerns

A technical review and coordinating phase with City staff as well as other stakeholder agencies will be included with the design development phase of the work to ensure it meets safety and maintenance standards. Transportation staff have reviewed the art concept and do not have concerns with the mirror finish of the artwork from traffic safety and operational perspectives.

With the installation of *Typhas* (marking the completion of the Oval Precinct Public Art Plan) and additional artworks installed at adjacent developments, the Oval Precinct will feature a number of high profile works of public art. A new public art work by Douglas Coupland proposed to be installed at the plaza located along River Road at Hollybridge Way as part of the Aspac Development, will not be visible from the recommended Hollybridge Way stairs location and, therefore, will not visually compete with the work.


Financial Impact

There will be no financial impact to install the work in the recommended location.

There will be no financial impact as the funding for the public artwork is from the approved Oval Precinct Public Art Capital Budget.

Conclusion

The Hollybridge Way Public Art Landmark supports the Oval Precinct and Surrounding Area Public Art Plan to include an integrated artwork in the new Hollybridge Way Park. The recommended location is on the staircase leading up to the dike and Pier. This location best fulfills the criteria, approved by Council, to be a landmark gateway to the Hollybridge Way Park and Pier. A major artwork at this landmark location that celebrates "River and Sky" provides an opportunity to reveal the connection of Richmond to the Fraser River estuary and Pacific flyway. Hollybridge Way Landmark public artwork will enhance this culturally and ecologically rich place and contribute in making a vibrant, healthy and sustainable city.



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

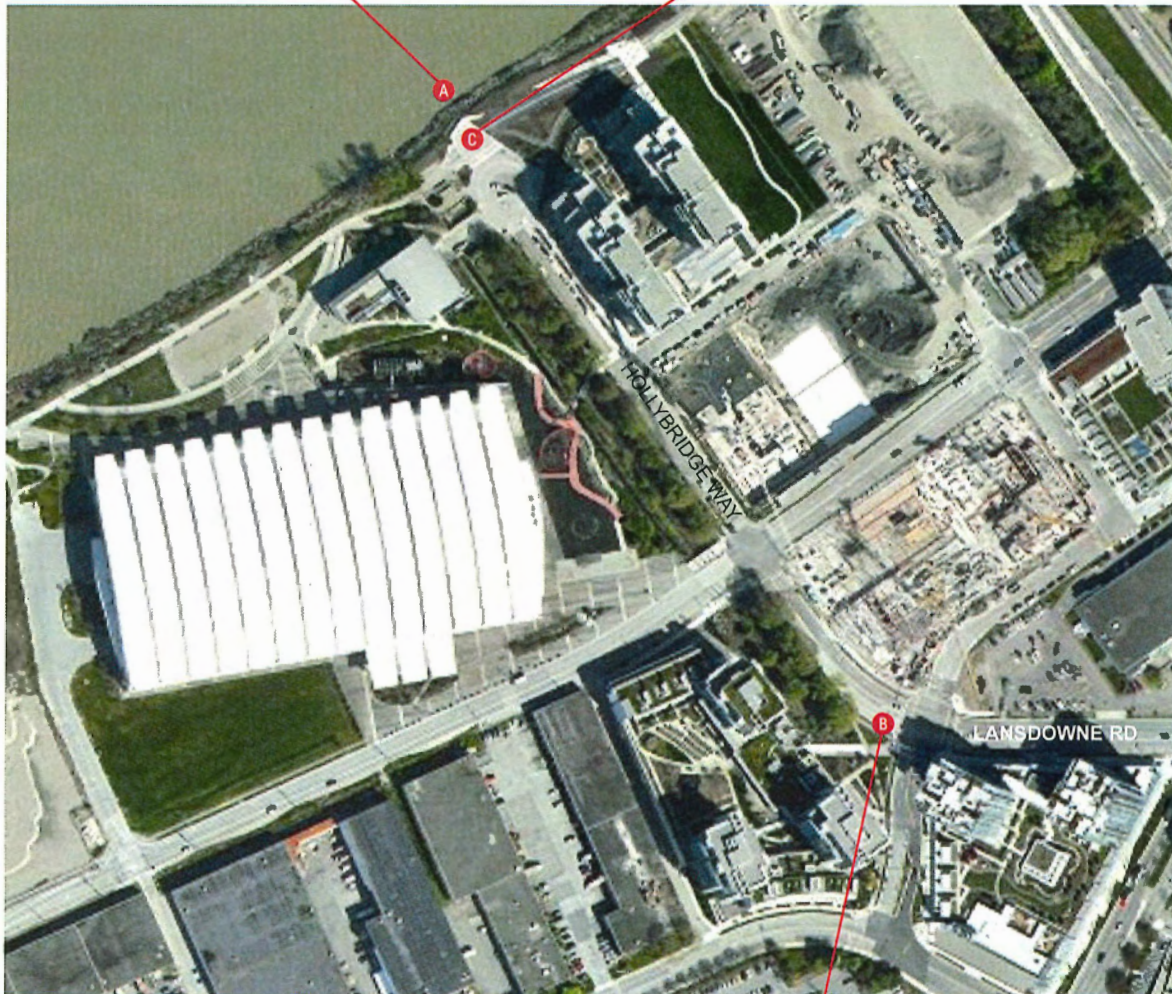
- Att. 1 Aerial View of Oval Precinct
- Att. 2 Aerial view of Richmond Olympic Oval Site
- Att. 3 Aerial View of Option A and Option C
- Att. 4 Aerial and Street View of Option B
- Att. 5 Street Level View of Grand Staircase

AERIAL VIEW OF OVAL PRECINCT

Attachment 1

Option A. Future Hollybridge Way Pier (in progress)

Option C. Grand Staircase



Option B.
Hollybridge and Lansdowne Intersection

Shaded area
indicates Oval
Precinct



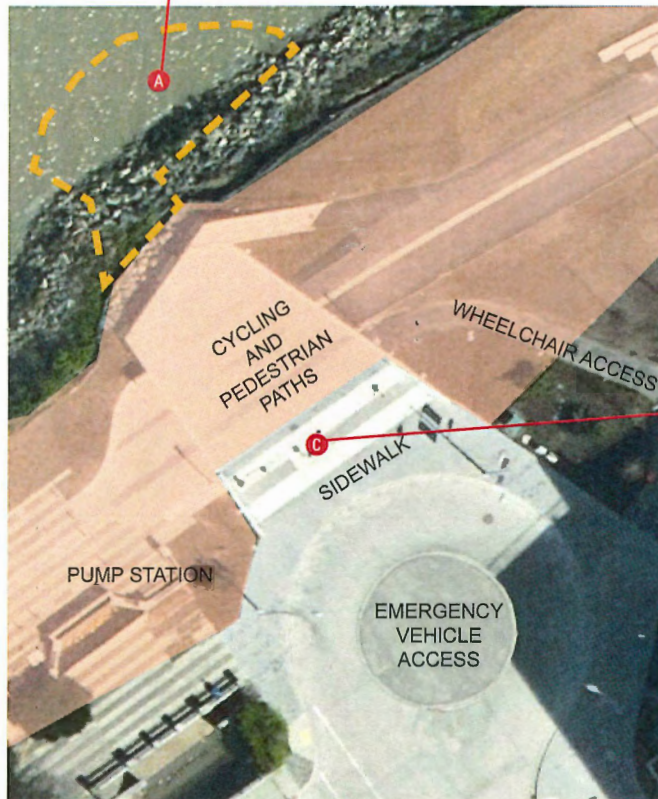
INSTALLED EXTERIOR PUBLIC ARTWORKS

- 1 *Buttress Runnels*, Susan A. Point
- 2 *Hupakwanum: The Chief's Treasure Box*, Nuuchahnulth artists
- 3 *Sight Works*, Elspeth Pratt and Javier Campos
- 4 *Water Sky Garden*, Janet Echelman
- 5 *Ice Blades*, Buster Simpson
- 6 *Star Arc*, W3

Shaded area not viable artwork location due to current and future flood protection infrastructure

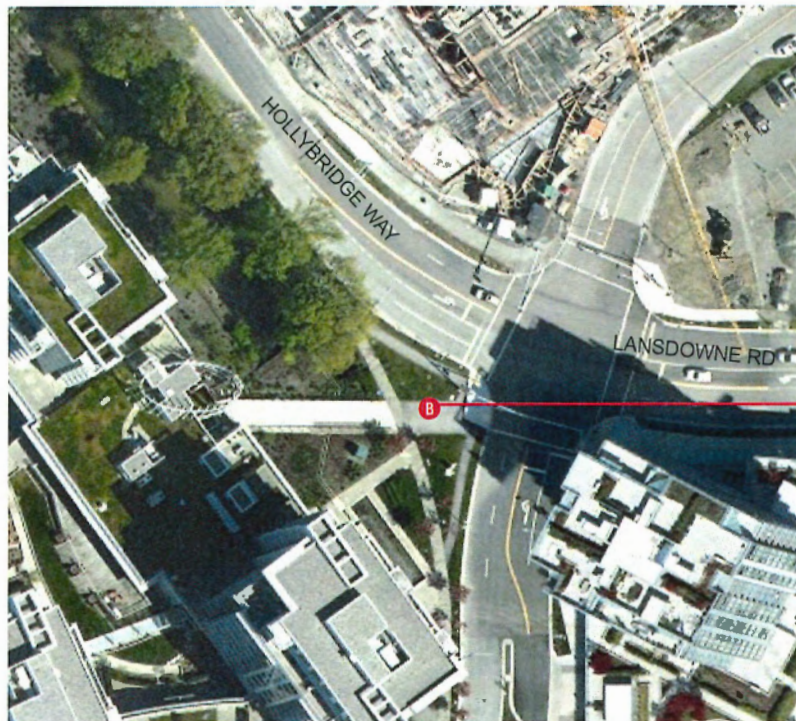
Shaded area
not viable due
to current and
future flood
protection
infrastructure

A. Future Hollybridge Way Pier (in progress)



C. Grand Staircase
with reinforced base





Option B.
Hollybridge
and Lansdowne
Intersection



View of Option B from street level



View of grand staircase from street level



View of artwork concept in recommended location, at street level



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Re: 2019 Arts and Culture Grants Program




Date: January 10, 2019
File: 11-7000-01/2019-Vol 01

Staff Recommendation

That the 2019 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$114,524, as outlined in the report titled "2019 Arts and Culture Grants Program" dated January 10, 2019 from the Director, Arts, Culture and Heritage Services.

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 2019 Arts and Culture Grant Program, now in its eighth year.

Findings of Fact

2019 Arts and Culture Grant Budget

The 2019 Arts and Culture Grant Budget is \$114,524 including a 2.2% 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

In August 2018, announcements were placed on the City website, circulated via email and social media channels and a press release was issued advising the community that applications were being accepted for 2019 City Grant Programs until November 5, 2018. A link to the City website was provided for further information and to access the online application system.

Each month between August and November, emails were sent to members of the Richmond Artists Directory (more than 400 individual artists and arts/cultural organizations that have opted to receive information from the Cultural Development Manager throughout the year) to announce that the grants were online and to remind the recipients of upcoming deadlines. Downloadable guideline documents are available along with links to the online form on both the "City Grant Program" and the "Artists' Opportunities" pages of the City website.

A detailed, custom document to assist applicants with budget preparation is also provided online. All previous grant recipients were met with individually over the summer to touch base, review their 2018 application, discuss possible updates to their organization and project offerings and deliver recommendations where appropriate.

Twelve applications were received for Operating Assistance and five for Project Assistance, for a total combined request of \$125,050. Tables outlining requests and recommended allocations for the 2019 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. As the contents of the Grant Application Summary Sheets are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are included in the Summary Sheets.

Late Applications

The City Grant Policy indicates that late applications will not be accepted. No late applications were received after the November 05, 2018 deadline.

New Applications

No new applications were received from organizations that have not previously applied for a City Grant.

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 arts and culture, 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 aggregated score of each applicant.

Analysis

2019 Arts and Culture Grant Program Information

Numbers of applications, allocations and recommendations are:

OPERATING ASSISTANCE Applications, Allocations and Recommendations (2012-2019)								
	2012	2013	2014	2015	2016	2017	2018	2019
Total number of applications	10	9	9	9	9	12	11	12
New applicants	n/a	2*	n/a	1*	0	2*	0	0
Grants denied	2**	0	0	0	0	0	0	1
Partial amount of request recommended	3	1	9	7	2	12	11	2
Full amount of request recommended	5	8	0	2	7	0	0	9
Total amount requested	\$71,000	\$71,700	\$77,600	\$71,000	\$76,300	\$106,300	\$99,500	\$102,050
Total amount allocated/ recommended	\$50,900	\$71,200	\$62,170	\$62,190	\$76,000	\$89,454	\$89,159	\$91,824

* 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 (2012-2019)								
	2012	2013	2014	2015	2016	2017	2018	2019
Total number of applications	17*	13	14	12	7	9	7	5
New applicants	n/a	5	6	2	0	1	0	0
Grants denied	4	4	2	1	0	3	1	0
Partial amount of request recommended	8	5	12	11	2	6	6	3
Full amount of request recommended	3	5	0	1	5	0	0	2
Total amount requested	\$58,780	\$50,600	\$59,736	\$53,150	\$32,150	\$36,900	\$35,000	\$23,000
Total amount allocated/ recommended	\$31,400	\$23,100	\$41,870	\$42,890	\$31,497	\$20,300	\$22,900	\$22,700

*Sixteen 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 (2012-2019)								
	2012	2013	2014	2015	2016	2017	2018	2019
Total number of applications	26	22	23	21	16	21	18	17
New applicants	n/a	5	6	2	0	1	0	0
Grants denied	7	4	2	1	0	3	1	1
Partial amount of request recommended	18	9	21	18	4	18	17	5
Full amount of request recommended	8	13	0	3	12	0	0	11
Total amount requested	\$133,280	\$122,300	\$137,336	\$124,150	\$108,450	\$143,200	\$134,500	\$125,050
Total budget	\$100,000	\$102,020	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059	\$114,524
Total amount allocated/ recommended	\$82,300	\$94,300	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059	\$114,524

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 Richmond Arts and Culture Grants Program, established in 2012, is understood not only as a source of funding for the applicants — who range from long-standing professional institutions to groups of enthusiastic amateur artisans — but as an important opportunity for capacity building, including those who may 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 many of the Grant Use reports relating to the previous year. The program also supports organizations to build their capacity and skills through annual face-to-face meetings with the Cultural Development Manager.

Staff noted continued improvement in the quality of grant applications and a slight decrease in the number of applications: from 18 total applications in 2018 to 17 applications in 2019. This year, the program received one more Operating Assistance application than last year: Richmond Community Band, who did not apply last year, submitted an application. There was a decrease in the number of Project Assistance applications: down from 9 applications in 2018 to 5 applications in 2019.

In this eighth year of the Arts and Culture Grants Program, staff noted an improved self-awareness among many of the applicants regarding the value of professional administrative support and a desire to undertake professional development opportunities to increase their capacity. Many applicants also cited increased success in securing program funding from other

sources, showing an organizational capacity and funding diversification. There is also a continued rise in the development of community and corporate partnerships and demonstrated efforts to undertake new collaborations.

Reasons for Partial or No Funding

One organization from the Operating grant stream did not meet the eligibility requirements this year and, as such, was not recommended for funding. As a result, with budget permitting, most organizations who are recommended for funding in 2019 will note a slight increase or match in their funding over the previous year. This year, 11 out of the 17 total applicants were recommended for the full amount and 5 for partial funding. In the adjudication process, applicants recommended for partial funding scored lower than those recommended for the full amount.

Financial Impact

The 2019 Arts and Culture Grant Program has a budget of \$114,524. The 2019 recommended allocations are itemized in Attachments 1 and 2.

Project Assistance	\$22,700
Operating Assistance	<u>\$91,824</u>
Total	<u>\$114,524</u>
Remaining	\$0

Conclusion

The 2019 Arts and Culture Grant Program makes 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 is recommending that the 2019 Arts and Culture Grants be allocated as proposed for the benefit of Richmond organizations and residents.



Katie Varney
Manager, Community Cultural Development
(604-247-4941)

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

2019 Arts and Culture Grant - Summary of Recommendations

OPERATING REQUESTS	
Society Name	2019 Recommend
Canadian YC Chinese Orchestra Association	\$ 9,900
Cinevolution Media Arts Society	\$ 10,000
Community Arts Council of Richmond	\$ 9,674
Richmond Arts Coalition	\$ 10,000
Richmond Community Band Society	\$ 3,575
Richmond Community Orchestra and Chorus Association	\$ 9,500
Richmond Delta Youth Orchestra	\$ 9,875
Richmond Music School Society	\$ 10,000
Richmond Potters' Club	\$ 6,500
Richmond Singers	\$ 10,000
Richmond Youth Choral Society	\$ 0
Textile Arts Guild of Richmond	\$ 2,800
TOTAL OPERATING ASSISTANCE	\$ 91,824

PROJECT ASSISTANCE	
Society Name	2019 Recommend
Richmond Art Gallery Association	\$ 5,000
Steveston Historical Society	\$ 4,900
Tickle Me Pickle Theatre Sports Improv Society	\$ 2,900
Vancouver Cantonese Opera	\$ 5,000
Vancouver Tagore Society	\$ 4,900
TOTAL PROJECT ASSISTANCE	\$ 22,700

OPERATING ASSISTANCE SUBTOTAL	\$ 91,824
PROJECT ASSISTANCE SUBTOTAL	\$ 22,700
COMBINED TOTAL	\$ 114,524

2019 Arts and Culture Grant – Table of Applicant Requests and Recommendations

OPERATING ASSISTANCE

Organization	Most Recent City Grant (2018)	2019 Request	2019 Recommend	Comments	Pg
Canadian YC Chinese Orchestra Association	\$ 6,450	\$ 10,000	\$ 9,900	Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music in Richmond. They are to be applauded for their well-attended performances and robust musical offerings and for producing programs that build cultural harmony. The society is encouraged to seek out new sources of funding to help build capacity and continue to foster new partnerships.	1
Cinevolution Media Arts Society	\$ 9,875	\$ 10,000	\$ 10,000	Operating Assistance is recommended for this forward-thinking and ambitious society that provides high-quality and distinct programming that engages professional and emerging media artists, as well as youth and new immigrants. They are to be commended for providing innovative and challenging programming at a range of popular events and accessible locations. As the society continues to extend their reach and grow, it is recommended that they invest more in paid administrative support to build organizational stability, plan for long-term growth and build capacity.	3

Organization	Most Recent City Grant (2018)	2019 Request	2019 Recommend	Comments	Pg
Community Arts Council of Richmond	\$ 9,300	\$ 9,800	\$9,674	Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. The society is credited for recruiting new board directors during a difficult transitional time for the organization. The organization is strongly encouraged to reflect on how to address the self-identified challenges of maintaining relevancy, recruiting participation and increasing their programming reach. It is recommended that the society look at diversifying their funding sources to build stability, introduce new initiatives and increase their impact.	5
Richmond Arts Coalition	\$9,400	\$ 10,000	\$ 10,000	Operating Assistance is recommended for this service organization whose aim is to support local artists and advocate for the arts in Richmond. The society is to be congratulated for strengthening their board involvement and successfully handling a change in administration staff. The society has been taking monumental strides in strengthening their capacity, while proactively building partnerships and taking on new programming opportunities.	7
Richmond Community Band Society	N/A	\$ 3,575	\$ 3,575	Operating Assistance is recommended for this long-standing, volunteer-run organization that delights audiences at a wide range of year-round community events. The society is to be commended for their community involvement and presence at public events. The applicant is encouraged to invest in its administration and marketing to bolster recruitment.	9

Organization	Most Recent City Grant (2018)	2019 Request	2019 Recommend	Comments	Pg
Richmond Community Orchestra and Chorus Association	\$ 9,200	\$ 9,500	\$ 9,500	Operating Assistance is recommended for this well-established organization that engages a wide range of choral and orchestral musicians and provides local youth with low-cost exposure to classical music. The society is to be applauded for continuing to develop its board members and grow volunteer involvement and for adapting their programming to attract new audiences and encourage engagement.	11
Richmond Delta Youth Orchestra	\$ 9,875	\$ 9,875	\$ 9,875	Operating Assistance is recommended for this well-established youth orchestra that provides high quality education and vital performance and professional development opportunities for youth. The society is to be congratulated for their outreach work and investing in the organization's administrative operations. They are encouraged to continue to pursue new collaborations and partnerships and to concentrate on fund development.	13
Richmond Music School Society	\$ 9,200	\$ 10,000	\$ 10,000	Operating Assistance is recommended for this popular musical organization that provides high calibre and accessible educational opportunities for youth from all economic backgrounds. The society is to be congratulated for diversifying their funding stream and for helping develop the next generation of performers and audience members.	15

Organization	Most Recent City Grant (2018)	2019 Request	2019 Recommend	Comments	Pg
Richmond Potters' Club	\$ 6,000	\$ 6,500	\$ 6,500	Operating Assistance is recommended for this longstanding organization that provides pottery programs and demonstrations in the community. The society is to be commended for expanding their community involvement and is strongly encouraged to diversify their revenue stream in order to build their administrative support and increase public outreach.	17
Richmond Singers	\$ 7,450	\$ 10,000	\$ 10,000	Operating Assistance is recommended for this popular, long-standing musical organization that provides opportunities for singers to perform throughout Richmond and beyond. The society is to be congratulated for continuing to pursue new fundraising initiatives and community outreach, and is encouraged to continue to develop new partnerships and further develop their organizational capacity.	19
Richmond Youth Choral Society	\$ 9,659	\$ 10,000	\$ 0	Operating Assistance is not recommended for this organization because it did not meet the eligibility requirements this year.	21
Textile Arts Guild of Richmond	\$ 2,750	\$ 2,800	\$ 2,800	Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, community giving and social engagement. The society is commended for its charitable work and for expanding its online presence. TAGOR is encouraged to diversify its fundraising streams and boost its communication strategy to attract new members.	23

PROJECT ASSISTANCE

Organization	Most Recent City Grant (2018)	2019 Request	2019 Recommend	Comments	Pg
Richmond Art Gallery Association	\$ 3,900	\$ 5,000	\$ 5,000	Project Assistance is recommended for this engaging project that offers vital arts education opportunities for Richmond children and youth. The society is to be commended for building a program that fosters an understanding of the arts and uses creativity to encourage the development of problem-solving, critical thinking and cultural discourse among young people.	25
Steveston Historical Society	\$ 2,900	\$ 5,000	\$ 4,900	Project Assistance is recommended for this immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The society is to be commended for presenting a program that will provide youth with unique professional development experiences, while entertaining and educating residents and visitors. The society is encouraged to consider working with professional artists in the future to explore new creative avenues and to focus on growing its audience reach.	27
Tickle Me Pickle Theatre Sports Improv Society	\$ 4,600	\$ 3,000	\$ 2,900	Project Assistance is recommended for this entertaining theatrical program that engages youth, adults and families. The society is to be commended for exploring new programs and creative avenues and is encouraged to build its marketing initiatives to further its impact and reach.	29

Organization	Most Recent City Grant (2018)	2019 Request	2019 Recommend	Comments	Pg
Vancouver Cantonese Opera	\$ 3,900	\$ 5,000	\$ 5,000	Project Assistance is recommended for this local presentation of Chinese culture, that brings the unique traditional art form of Cantonese opera to Chinese and non-Chinese audiences at no cost during the Richmond World Festival. The society is to be commended for continuing to work with a diverse range of artists and cultural groups and for contributing a significant portion of its budget to support local artists.	31
Vancouver Tagore Society	\$ 3,900	\$ 5,000	\$ 4,900	Project Assistance is recommended for this unique multicultural festival that continues to attract large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for expanding its fundraising efforts and collaborations. The organization is encouraged to improve its financial reporting and diversify funding streams to support the society's stable growth.	34
TOTALS	\$	\$125,050	\$114,524		



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Canadian YC Chinese Orchestra Association

Society Mandate Summary:

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

Society History:

Since inception, the association has had numerous performances by members in terms of main orchestra, smaller ensembles, as well as solo performances. Since 2012, the orchestra has registered as the first music group 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 (about 350 audiences capacity). The performance had a full house and as a result, another show was added (in about 6 months). Since 2013, we have been a partner of the Multicultural Heritage Festival held 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, provide free performance for senior homes, local regional center, 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 at the performing Hall of the Richmond Art Center. With Cultural Grants from the City of Richmond in the last four years, we have been able to produce a large scale concert at The Richmond Gateway Theatre. 2014 "Ocean Home Town" concert at the Gateway Theatre. 2015 "Qiao's Grand Courtyard" concert at Gateway Theatre. 2016 "Festival Gala and Multicultural Art Festival" concert at Gateway Theatre. 2017 Rising stars Chinese instrumental music concert. In fact, the above four concerts were big success and we had full house of over 500 audiences each time.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$40,100

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$6,450	Project Assistance
2017	\$6,000	Project Assistance
2016	\$5,000	Project Assistance

Operating Assistance Application for 2019**Canadian YC Chinese Orchestra Association****Summary Page 2****FINANCIAL SUMMARY**

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$29,235	\$40,500
Total Expenses:	\$26,790	\$40,100
Surplus:	\$2,445	\$400
Other Funders:		
BC Gaming Grant:		\$7,000
Canada Student Summer Job Fund:		\$10,000

GRANT RECOMMENDATIONS**Recommended Amount:** \$9,900**Aggregate Score:** 42.8**Recommendation:**

Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music in Richmond. They are to be applauded for their well-attended performances and robust musical offerings and for producing programs that build cultural harmony. The society is encouraged to seek out new sources of funding to help build capacity and continue to foster new partnerships.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Cinevolution Media Arts Society

Society Mandate Summary:

Sitting at the nexus of art, academia and community, Cinevolution decentralizes art while connecting people across cultural, political, geographic and linguistic boundaries in order to foster media literacy, stimulate critical discourse, and cultivate creativity.

Society History:

Founded in 2007 by a group of Pan Asian filmmakers, artists and community activists, Cinevolution Media Arts Society was the first and is still the only media arts organization in Richmond. For the past decade, Cinevolution has acted as a leading voice for newcomer communities while promoting independent films, interdisciplinary artistic practice and critical discourse on migration and diversity. Recognized for its excellence in programming, vision, and community impact, Cinevolution was twice among the finalists for the Richmond Arts Awards' Cultural Leadership category, received the Nova Star award from Volunteer Richmond in 2013 and was awarded the Richmond Arts Award for Artistic Innovation in 2012.

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 not only introduced many new media artists and brought in cutting edge artwork and films, but has also created several signature events, such as Your Kontinent Digital Carnival, Media Cafe, DocuAsia Forum, Art in Containers, Screen Bites, Youth Media Fest, and the Featured Artist Program. These unique events strive to stimulate critical thought and artistic innovation, and contribute to putting Richmond on the map of the art scene in the Lower Mainland.
2. Engaging citizens across generations and cultures - All our signature events are intergenerational and multilingual, and have successfully engaged community members of all ages and cultures.
3. Fostering critical discourse and international cultural exchange by bringing international films and artists to the community.
4. Increasing the community's media literacy by making programs affordable, accessible and educational to the general public.

Operating Assistance Application for 2019**Cinevolution Media Arts Society****Summary Page 2****GRANT REQUEST****Requested Amount:** \$10,000**Society Operating Budget:** \$160,218**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2018	\$9,875	Operating Assistance
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$54,379	\$75,350
Total Expenses:	\$54,378	\$75,350
Surplus:	\$1	\$0

Other Funders:

BC Gaming Grant	\$10,000
BCAC Media Art Project Grant	\$12,500
BCAC Youth Engagement Grant	\$5,250
BCAC Arts Based Community Development Grant	<u>\$5,000</u>
	\$32,750

GRANT RECOMMENDATIONS**Recommended Amount:** \$10,000**Aggregate Score:** 49.0**Recommendation:**

Operating Assistance is recommended for this forward-thinking and ambitious society that provides high-quality and distinct programming that engages professional and emerging media artists, as well as youth and new immigrants. They are to be commended for providing innovative and challenging programming at a range of popular events and accessible locations. As the society continues to extend their reach and grow, it is recommended that they invest more in paid administrative support to build organizational stability, plan for long-term growth and build capacity.



Operating Assistance Application for 2019

Arts & Culture Grants Program

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

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 many years we held numerous classes, workshops, exhibitions, events and performances, given scholarships & grants to other arts organization. As a federally & provincially registered Charity we are able to issue tax receipts for donations and use this for fundraising various events. When we began the journey of supporting and promoting the arts there were very few groups that were registered as a society. In addition we were the only arts organization without a particular affiliation or 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 community. 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. 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. This is our home base and we encourage everyone to experience the arts & culture in Richmond when we hold our events on our website, which has two calendar of events, one for us and one for any non profit to post their event at no cost. In 2017 we were delighted to receive the Richmond Arts Award for Cultural Leadership. Having served Richmond for almost 50 years, this coveted award is the only award we have received and we treasure it. The Award encouraged us to do our best to reach further, try harder and have ART take a forefront in lives of all citizens. In the coming year we hope to host networking sessions of all art groups to achieve more collaboration.

GRANT REQUEST

Requested Amount:	\$9,800
Society Operating Budget:	\$44,290

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,300	Operating Assistance
2017	\$9,200	Operating Assistance
2016	\$9,750	Operating Assistance

Operating Assistance Application for 2019**Community Arts Council of Richmond****Summary Page 2**

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$28,073	\$44,290
Total Expenses:	\$34,296	\$44,290
Surplus:	(\$6,223)	\$0
Other Funders:		

GRANT RECOMMENDATIONS**Recommended Amount:** \$9,674**Aggregate Score:** 34.0**Recommendation:**

Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. The society is credited for recruiting new board directors during a difficult transitional time for the organization. The organization is strongly encouraged to reflect on how to address the self-identified challenges of maintaining relevancy, recruiting participation and increasing their programming reach. It is recommended that the society look at diversifying their funding sources to build stability, introduce new initiatives and increase their impact.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Richmond Arts Coalition

Society Mandate Summary:

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

Society History:

In 2004, Richmond Arts Coalition (RAC) was formed as a direct result of the City developing a formal plan to strengthen its arts community. In 2008, the City endorsed a "2010 Arts Plan" identifying RAC as the organization responsible for bringing local artists, arts organizations together; leading in advocacy of local communities in arts & culture. RAC continues to partner with the City on its annual Arts Awards, with three Art Symposiums and facilitated substantial grants to hiring artists during annual Maritime Festival. In 2013, RAC established an endowment fund with the Richmond Community Foundation to support the Arts Awards and scholarships for art students. In 2013, RAC assisted in the Outreach Project gathering surveys from the public on Arts Issues in Richmond, which was shared with the City followed by another Outreach Project in 2014/15 gathering numerous ideas in promoting closer connections between Arts and Business. In 2015 & 2017 RAC successfully hosted ArtRich at the Richmond Art Gallery bringing more than 1600 visitors to the Gallery. ArtRich 2017 coincides with Canada 150 birthday. RAC also hosts a weekly "member feature" on its website and promotes its members through social media and compiles a monthly Arts Events list for publication in local papers & Tourism Richmond. The events are listed on RAC's website, social media & emailed to 430+ subscribers. In 2016 RAC hired an Admin Assistant and an Executive Director in 2017. In 2018, new Board Members joined RAC bringing diversity and vibrancy. Tourism Richmond had partnered with RAC to rebuild & refresh RAC's website. The ED organizes networking sessions for members and reaches out to artists and organizations for potential partnerships. Since formation, RAC representatives attend regular meetings at City Hall to engage with staff and speak on issues relating to art. RAC actively reaches out into other community groups to promote the importance of arts for a healthier Richmond.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$75,000

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,400	Operating Assistance
2017	\$9,200	Operating Assistance
2016	\$9,950	Operating Assistance

Operating Assistance Application for 2019**Richmond Arts Coalition****Summary Page 2****FINANCIAL SUMMARY**

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$84,046	\$75,000
Total Expenses:	\$86,046	\$75,000
Surplus:	(\$1,962)	\$0
Other Funders:		
Maritime Festival grant to pay performers:		\$50,000

GRANT RECOMMENDATIONS**Recommended Amount:** \$10,000**Aggregate Score:** 47.5**Recommendation:**

Operating Assistance is recommended for this service organization whose aim is to support local artists and advocate for the arts in Richmond. The society is to be congratulated for strengthening their board involvement and successfully handling a change in administration staff. The society has been taking monumental strides in strengthening their capacity, while proactively building partnerships and taking on new programming opportunities.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

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 32 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. In 1989 the band toured England and Scotland.

GRANT REQUEST

Requested Amount:	\$3,575
Society Operating Budget:	\$26,050

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$2,704	Operating Assistance
2016	\$2,900	Operating Assistance
2015	\$2,860	Operating Assistance

Operating Assistance Application for 2019**Richmond Community Band Society****Summary Page 2****FINANCIAL SUMMARY**

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue	\$9,749	\$12,000
Total Expenses	\$13,225	\$14,050
Surplus:	(\$3,476)	\$2,050
Other Funders:		

GRANT RECOMMENDATIONS**Recommended Amount:** \$3,575**Aggregate Score:** 43.8**Recommendation:**

Operating Assistance is recommended for this long-standing, volunteer-run organization that delights audiences at a wide range of year-round community events. The society is to be commended for their community involvement and presence at public events. The applicant is encouraged to invest in its administration and marketing to bolster recruitment.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Richmond Community Orchestra and Chorus Association

Society Mandate Summary:

To make exemplary contributions to the rich cultural scene of Richmond through a diverse yearly program of concerts and through leadership in music education for musicians of all ages.

Society History:

In 1986 George Austin and a group of like-minded musicians decided that it was time for Richmond to have its own orchestra and chorus and so the Richmond Orchestra and Chorus Association was formed. Since then the organization has grown to almost a 100 members, all committed to providing an opportunity for musicians to share the joy of music in rehearsal and performance. The talented instrumentalists and singers present a variety of music throughout the season, from the beauty of the classics, through traditional seasonal favourites and the uplifting passions of sacred and spiritual, to the delights of folk, jazz, modern and show tunes. Members range in age from high school students to seniors; they come from all walks of life, and welcome the opportunity to share their love of music with a wider audience. The orchestra has had a number of conductors, including Peter Rohloff, Charles Willet, Wallace Leung, Lorraine Grescoe and Chris Robertson. The current orchestra conductor, James Malmberg was appointed in 2007. The chorus has had only two conductors since its inaugural year: Len Lythgoe (1987-1994) and Brigid Coult (1994-present). Special performances include: performing with guest conductor Pablo Sosa from Argentina, a Canadian premiere of "The Dragons are Singing Tonight" by New Zealand composer David Hamilton (1998), a commission and premiere of Brian Tate's "This Island" (2000), singing with Canadian Imant Raminsh at Carnegie Hall in New York (2006), a performance with Xiamen Philharmonic Orchestra at the River Rock Theatre (2010), leading the singing of the official Olympic Torch Anthem as part of the Torch Ceremony at Richmond's "O Zone" (2010) and performing with Chantal Kreviazuk for the Richmond Hospital Foundation's 15th Starlight Gala (2013).

GRANT REQUEST

Requested Amount: \$9,500

Society Operating Budget: \$133,900

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,200	Operating Assistance
2017	\$9,200	Operating Assistance
2016	\$10,000	Operating Assistance

Operating Assistance Application for 2019**Richmond Community Orchestra and Chorus Association****Summary Page 2****FINANCIAL SUMMARY**

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$132,895	\$133,900
Total Expenses:	\$122,142	\$133,900
Surplus:	\$10,753	\$10,753
Other Funders:		
Province of BC Gaming Grant		\$26,000

GRANT RECOMMENDATIONS**Recommended Amount:** \$9,500**Aggregate Score:** 47.5**Recommendation:**

Operating Assistance is recommended for this well-established organization that engages a wide range of choral and orchestral musicians and provides local youth with low-cost exposure to classical music. The society is to be applauded for continuing to develop its board members and grow volunteer involvement and for adapting their programming to attract new audiences and encourage engagement.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Richmond Delta Youth Orchestra

Society Mandate Summary:

The RDYO provides quality orchestral training to youth between the ages of 8 and 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 were residents of Richmond, the Orchestra officially changed its name to Richmond Delta Youth Orchestra. Since our move to Richmond, our enrolment has nearly doubled. The Orchestra currently includes 135 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 2018) at the Richmond World Festival, Culture Days, the Richmond Cultural Centre, Richmond Public Library, and Aberdeen Centre. The RDYO is a vibrant and growing part of Richmond's cultural landscape.

GRANT REQUEST

Requested Amount:	\$9,875
Society Operating Budget:	\$179,945

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,875	Operating Assistance
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$172,771	\$179,905
Total Expenses:	\$171,231	\$179,945
Surplus:	\$1,540	(\$40)

Operating Assistance Application for 2019**Richmond Delta Youth Orchestra****Summary Page 2**

Other Funders:

GRANT RECOMMENDATIONS**Recommended Amount:** \$9,875**Aggregate Score:** 46.5**Recommendation:**

Operating Assistance is recommended for this well-established youth orchestra that provides high quality education and vital performance and professional development opportunities for youth. The society is to be congratulated for their outreach work and investing in the organization's administrative operations. They are encouraged to continue to pursue new collaborations and partnerships and to concentrate on fund development.



Operating Assistance Application for 2019 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 programs and instruction 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 24 teachers contracted to teach at the school, as well as 16 Advanced, Junior and 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, beginner piano lessons and annual mock piano examinations. It provides professional development experiences for its Apprentice and Junior teachers, who have their ARCT and/or LRSM certificates. More than 200 public performances are presented by students and faculty in Richmond and Metro Vancouver, 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 whose parents might otherwise find the cost prohibitive, to involve themselves in music. Musical instruction is available for all ages and financial background. Students, their families and Faculty in 2017-18 contributed 2,562 hours of volunteer service supporting their in-school performances and individual performances in the community. (See attached In-Kind Donation Analysis)

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$460,453

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,200	Operating Assistance
2017	\$9,000	Operating Assistance
2016	\$10,000	Operating Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$422,019	\$460,453
Total Expenses:	\$420,925	\$460,453
Surplus:	\$1,094	\$1
Other Funders: BC Gaming Grant	GP - 61	\$44,290

Operating Assistance Application for 2019**Richmond Music School Society****Summary Page 2**

GRANT RECOMMENDATIONS**Recommended Amount:** \$10,000**Aggregate Score:** 45.8**Recommendation:**

Operating Assistance is recommended for this popular musical organization that provides high calibre and accessible educational opportunities for youth from all economic backgrounds. The society is to be congratulated for diversifying their funding stream and for their helping develop the next generation of performers and audience members.



Operating Assistance Application for 2019

Arts & Culture Grants Program

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

Society: Richmond Potters' Club

Society Mandate Summary:

Inform and promote interest in pottery by providing educational opportunities, workshops, classes and art appreciation opportunities. Encourage mentoring among Club members. The RPC demonstrates the skills and techniques of pottery making to the public.

Society History:

Formed in 1969 the RPC has, as volunteers, organized, administered & provided adult ceramic art classes in Richmond. The RPC offers workshops/demonstrations to members & the public, provides in-house education in clay arts, meets monthly, informs members of shows, exhibition & workshop opportunities, puts on two 3 day sales per year, maintains a website & social media account, and takes part in Community/City events with demonstrations & displays. The RPC furnished the studio & currently owns about \$40,000 worth of equipment & materials. It has a large library. Members have studio access on average of about 27.2 hours/week throughout the year to create & do the many jobs needed to keep the Club and the studio operating. We welcome the public into the studio, answer their queries & share our joy gained thru a creative process. We support the children's classes, offered by the City of Richmond, working collaboratively with the instructors to ensure the studio is well kept and the groups work in harmony. Our well attended 2 yearly sales include another artist group-the Richmond Spinners & Weavers Guild. Sales give us another chance to "talk pots" with the public, exposing them to the art, and support local artists. The Club generously supports local non-profit organizations with "gifts in kind" donations created by our members. For many years, the RPC has been a very dedicated participant & supporter of the City of Richmond events (Doors Open, Culture Days, & the Maritime Festival) by providing displays & demonstrations. The Club has provided opportunities to enhance artist creativity & education with workshops & demonstrations. As part of the artistic community, the RPC hopes to convey to and share with the public its passion for clay work & the delight in creating beautiful pieces of art.

GRANT REQUEST

Requested Amount:	\$6,500
Society Operating Budget:	\$57,200

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$6,000	Operating Assistance
2017	\$5,900	Operating Assistance
2015	\$5,700	Operating Assistance

Operating Assistance Application for 2019**Richmond Potters' Club****Summary Page 2****FINANCIAL SUMMARY**

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$60,225	\$57,200
Total Expenses:	\$52,574	\$57,200
Surplus:	\$7,651	\$0
Other Funders:		

GRANT RECOMMENDATIONS**Recommended Amount:** \$6,500**Aggregate Score:** 44.5**Recommendation:**

Operating Assistance is recommended for this longstanding organization that provides pottery programs and demonstrations in the community. The society is to be commended for expanding their community involvement and is strongly encouraged to diversify their revenue stream in order to build their administrative support and increase public outreach.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Richmond Singers

Society Mandate Summary:

As the longest standing community choir in Richmond our purpose 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:

In 1971 our founder Pam Hiensch placed an ad in a local newspaper inviting women who were interested in singing recreationally to meet and a group of 15 became "The Richmond Melody Makers". In 1975 the choir had grown to 45 members and our name was changed to The Richmond Singers. We now have 55 active members and 3 associates who have provided a choral presence in the community for over 47 years. Our first director was Alex Murray, followed by Earl Hobson, Jeanette Gallant, Mavis Weston and Natasha Neufeld who is in her 15th season with us. Our members range in age from 20s – 70 + and come from across Canada and the world with varied backgrounds and talents. The choir produces two to 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 concerts and are also available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers. Our 18-member Richmond Singers Ensemble is celebrating their 30th anniversary this year and "sing out" at over 35 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 very involved with our community and, by giving benefit concerts, have helped to raise funds for other organizations such as Music Heals, Richmond Hospice Society, Canadian Cancer Foundation, Tim Horton's Kids Camps and Music Heals. We were very fortunate to be invited to represent BC at the July 1, 2003 "UNISONG" celebrations in Ottawa. In 2009, the Richmond Singers were proud to represent BC at Festival 500 in St John's, Newfoundland. In 2016 we joined 1000 singers from around the world in Powell River to sing at the Kathaumixw International Choral Festival.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$69,830

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$7,450	Project Assistance
2017	\$7,000	Project Assistance
2016	\$5,000	Project Assistance

Operating Assistance Application for 2019**Richmond Singers****Summary Page 2**

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$54,067	\$69,830
Total Expenses:	\$52,298	\$69,830
Surplus:	(\$1,769)	\$0
Other Funders:		

GRANT RECOMMENDATIONS**Recommended Amount:** \$10,000**Aggregate Score:** 43.8**Recommendation:**

Operating Assistance is recommended for this popular, long-standing musical organization that provides opportunities for singers to perform throughout Richmond and beyond. The society is to be congratulated for continuing to pursue new fundraising initiatives and community outreach, and is encouraged to continue to develop new partnerships and further develop their organizational capacity.



Operating Assistance Application for 2019

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, 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 in 2015 we returned the visit to Wakayama. 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. In 2015 we participated in "World Beat" with international conductor Henry Leck. For our 15th Anniversary season we planned a year of celebration including a collaboration with the Richmond and Delta Youth Orchestra to premier another new commission partnering with Timothy Corlis called "We Will Sing You Home". We also represented Richmond and BC in Ottawa on July 1st from Canada 150. In our 16th season, we collaborated in a professional Theater production called "The Ridiculous Darkness" with Alley theater. We also went on our first tour to Africa in July 2018!

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$72,875

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$9,659	Operating Assistance
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance

Operating Assistance Application for 2019**Richmond Youth Choral Society****Summary Page 2**

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$100,761	\$53,485
Total Expenses:	\$98,151	\$60,730
Surplus:	\$2,570	\$2,245
Other Funders:		
BC Gaming for Development Camp		\$11,000

GRANT RECOMMENDATIONS**Recommended Amount:** \$0**Aggregate Score:** 40.8**Recommendation:**

Operating Assistance is not recommended for this organization because it did not meet the eligibility requirements this year.



Operating Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Textile Arts Guild of Richmond

Society Mandate Summary:

1) Advancing textile arts creation by TAGOR members, 2) Creating items requested by community partners, 3) Maintaining an environment that provides artistic development and social support to TAGOR 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 User Group Shows in 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. TAGOR hosted exhibitions 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 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 marked TAGOR's 40th year of operation. In 2016 TAGOR added Habitat for Humanity as a community partner and will be creating 12 quilts for the families moving into their Richmond Project houses in 2019. TAGOR applied for and received a Canada 150 Grant in 2017 and worked with Richmond Public Library to create Our Canadian Bookcase, a quilted wall hanging featuring 150 Canadian authors suggested by the public.

GRANT REQUEST

Requested Amount:	\$2,800
Society Operating Budget:	\$13,850

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$2,750	Operating Assistance
2017	\$2,750	Operating Assistance
2016	\$3,400	Operating Assistance

Operating Assistance Application for 2019**Textile Arts Guild of Richmond****Summary Page 2****FINANCIAL SUMMARY**

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$11,827	\$11,050
Total Expenses:	\$11,827	\$12,000
Surplus:	\$0	\$950

Other Funders:**GRANT RECOMMENDATIONS****Recommended Amount:** \$2,800.00**Aggregate Score:** 44.5**Recommendation:**

Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, community giving and social engagement. The society is commended for its charitable work and for expanding its online presence. TAGOR is encouraged to diversify its fundraising streams and boost its communication strategy to attract new members.



Project Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Richmond Art Gallery Association

Project Name: Adad Hannah/Karen Tam School Art Workshops

Dates: February - June 2019

Project Summary:

RAGA seeks funding for a unique set of tours and workshops for K - 12 classes engaging directly with Richmond's cultural diversity through traditional and digital media, in response to Art Gallery exhibitions. First, "Living Pictures" is an innovative workshop responding to Adad Hannah's "The Decameron Retold" proposing students to re-imagine a story through the creation of a digital collage tableau. Second, "Lyrical Landscapes" draws on the artistic influence and exchange between Emily Carr and Lee Nam to explore the traditions of Chinese brush painting through the creation of landscapes.

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 and 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 Richmond Art Gallery is well respected regionally and nationally for its quality programming and publications and for its excellence in art education.

GRANT REQUEST

Requested Amount: \$5,000

Project Budget: \$14,350

Society Operating Budget: \$183,800

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Project Assistance Application for 2019**Richmond Art Gallery Association****Summary Page 2****MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2018	\$3,900	Project Assistance
2017	\$3,800	Project Assistance
2016	\$4,000	Project Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$7,800	\$14,350
Total Expenses:	\$7,800	\$14,350
Surplus:	\$0	\$0
Other Funders:		

GRANT RECOMMENDATIONS**Recommended Amount:** \$5,000**Aggregate Score:** 48.7**Recommendation:**

Project Assistance is recommended for this engaging project that offers vital arts education opportunities for Richmond children and youth. The society is to be commended for building a program that fosters an understanding of the arts and uses creativity to encourage the development of problem-solving, critical thinking and cultural discourse among young people.



Project Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Steveston Historical Society

Project Name: Steveston Alive! Walking Tour Vignettes

Dates: November 2018 until August 2019 (performances occur in summer 2019)

Project Summary:

Walking Tour Vignettes launched in summer 2017 as a Canada 150 and a Richmond 150 project, and was repeated in 2018. Costumed secondary school drama students performed five short plays (set in 1917) along a guided walking tour of Steveston village. The tours were extremely well received by our audiences, and were fully booked in our final month of 2017 production. For all of our student actors, this was extremely encouraging as this was their first time being involved in arts and heritage programming in their community. We plan to continue this for 2019, with a new school partner.

Society Mission/Mandate:

The Steveston Historical Society (SHS) has been in place since 1976 to preserve and promote the history of Steveston, British Columbia.

Society History:

The Steveston Historical Society's Board of Directors is made up completely of volunteers who work on events, programs, and community engagement pieces that help to inform Steveston residents and visitors about its heritage.

Historically, the Society was responsible for restoring and establishing the Steveston Museum building, which was built in 1905 as Richmond's first bank. This included collecting artefacts, photographs, and documents and creating exhibits. In 1979, the building opened as "The Steveston Museum and Post Office" and became the informational hub for the village. The Society also participated in the preservation of historic sites, buildings and other museum sites in the area, namely the Gulf of Georgia Cannery.

Today, the SHS works in partnership with the City of Richmond to run the Steveston Museum. The Japanese Fishermen's Benevolent Society (JFBS) building moved to the site on Moncton Street in 2010 and officially opened in 2015. This extension features interpretation about the Japanese Canadian experience in the village from the time of their arrival in Steveston to the time of internment.

Project Assistance Application for 2019**Steveston Historical Society****Summary Page 2****GRANT REQUEST**

Requested Amount:	\$5,000
Project Budget:	\$29,218
Society Operating Budget:	\$20,000

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$2,900	Project Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$54,489	\$47,000
Total Expenses:	\$54,167	\$44,350
Surplus:	\$321	\$3,550

Other Funders:**GRANT RECOMMENDATIONS****Recommended Amount:** \$4,900**Aggregate Score:** 42.5**Recommendation:**

Project Assistance is recommended for this immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The society is to be commended for presenting a program that will provide youth with unique professional development experiences, while entertaining and educating residents and visitors. The society is encouraged to consider working with professional artists in the future to explore new creative avenues and to focus on growing.



Project Assistance Application for 2019

Arts & Culture Grants Program

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

Society: Tickle Me Pickle Theatre Sports Improv Society

Project Name: TMP Improv Season

Dates: July 2019-June 2020

Project Summary:

We wish to continue to provide Richmond with improv shows, improv workshops in school classes and groups, a community improv youth group, and improv club creation and mentoring in schools for the 2019-2020 season. The TMP season includes regular skill and team development practices, professional development for our performing artists and performances, including the annual fundraising event entitled Laughter Is The Best Medicine.

Society Mission/Mandate:

Tickle Me Pickle (TMP) is dedicated to providing family-friendly improvisational theatre that connects Richmond residents to the enjoyment of the arts. We value improv as an art form that is both entertaining to audiences and enriching to participants. The purpose of our society as outlined in our constitution is as follows: a) Present theatre shows, particularly improv based, for the community at-large b) Promote the art of improv based theatre to the community at-large c) Provide theatre, leadership and team building education for seniors, adults, youth and children d) Create events for community organizations in need.

Society History:

TMP officially became a not for profit society in 2013, but it's roots go back much further. Tickle Me Pickle is the cornerstone of improvisational comedy in Richmond, born out of volunteerism, collaboration and innovation. Originally a one-off event for Youth Week 2000, youth and young adult members of the "Pickle Volunteer Crew" recognized an absence of improvisational comedy in the Richmond community. 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 Pickle events. The concept of Tickle Me Pickle grew, as TMP developed improv classes for youth, leadership workshops, high school tournaments, a younger performance troupe, private for-hire shows, a regular presence at local charity events, an eleven year old annual charity event of our own entitled Laughter is the Best Medicine, a continued valuing of volunteerism, and a regular series of community shows. Over the last few years, TMP has focussed on developing its expertise in improv by attending classes, participating in private workshops, researching, practicing regularly, and performing. Due to attrition of performers in the current main performance troupe, (as a result of moving away, career and family priorities), the next phase of TMP includes performer recruitment, and a renewed focus towards improv teaching and mentorship for youth and young adults, and new opportunities for individuals in Richmond to learn, practice, and teach improv. TMP aims to create new projects under its umbrella, reaching out to its network of past participants and network within the improv community. In sum, TMP's role in Richmond is to promote the art of improv, provide opportunities for the community to experience improv, and engage individuals in the learning of improv.

Project Assistance Application for 2019**Tickle Me Pickle Theatre Sports Improv Society****Summary Page 2****GRANT REQUEST**

Requested Amount:	\$3,000
Project Budget:	\$10,718
Society Operating Budget:	\$10,718

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$4,600	Project Assistance
2017	\$4,500	Project Assistance
2016	\$5,000	Project Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$11,560	\$10,718
Total Expenses:	\$10,274	\$10,718
Surplus:	\$683	\$0
Other Funders:		

GRANT RECOMMENDATIONS**Recommended Amount:** \$2,900**Aggregate Score:** 41.5**Recommendation:**

Project Assistance is recommended for this entertaining theatrical program that engages youth, adults and families. The society is to be commended for exploring new programs and creative avenues and is encouraged to build its marketing initiatives to further its impact and reach.



Project Assistance Application for 2019
Arts & Culture Grants Program
 6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Vancouver Cantonese Opera
Project Name: The Bamboo Theatre
Dates: August 30 & August 31 (Friday & Saturday), 2019

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 Multiculturalism.

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 17 years, the Vancouver Cantonese Opera has collaborated with international and

Project Assistance Application for 2019

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.

The first Multicultural Heritage Festival was launched in 2012. In 2013, we partnered with City of Richmond in the presentation "Multicultural Heritage" Festival. In 2016, Bamboo Theatre was invited to join the Richmond World Festival in 2016. The attendance in 2016 was 25,000, 2017 was 45,000 and this year was 55,000.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$28,900
Society Operating Budget:	\$109,240

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$3,900	Project Assistance
2017	\$3,800	Project Assistance
2016	\$3,800	Project Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$34,112	\$28,900
Total Expenses:	\$33,915	\$28,900
Surplus:	\$197	\$0
Other Funders:		
Gaming Fund:	GP - 78	\$3,750
Canada Council:		\$3,000

Project Assistance Application for 2019**Vancouver Cantonese Opera****Summary Page 3**

GRANT RECOMMENDATIONS**Recommended Amount:** \$5,000**Aggregate Score:** 46.5**Recommendation:**

Project Assistance is recommended for this local presentation of Chinese culture, that brings the unique traditional art form of Cantonese opera to Chinese and non-Chinese audiences at no cost during the Richmond World Festival. The society is to be commended for continuing to work with a diverse range of artists and cultural groups and for contributing a significant portion of its budget to support local artists.



Project Assistance Application for 2019 Arts & Culture Grants Program

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

Society: Vancouver Tagore Society

Project Name: West Coast Tagore Festival 2019

Dates: September 7, 2019

Project Summary:

West Coast Tagore Festival is an annual event in its 9th year. The Festival, held in Richmond 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, colourfully, 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 Rabindranath Tagore to the communities in a way that is readily appreciable and assimilable.

Society History:

Vancouver Tagore Society was formed in mid-2011 and currently organizes two events every year and a year-long workshop series:

1) West Coast Tagore Festival (annually since 2011), generally a 2-day event, is funded in parts by the City of Richmond, BC Arts Council (3 years), and Richmond Gateway Theatre Society Endowment Fund (1 year). It was held at the Richmond Cultural Center from 2011 to 2016, and at the Richmond Gateway Theatre in 2017 and 2018. This Festival is participated by multicultural performing artists and multilingual poets presenting dances, vocal and instrumental music, poetry, dance theatre, lectures, etc.

2) Tagore Spring Festival (annually since 2015) held at the Center Stage at the Surrey City Hall is funded partially by the City of Surrey Cultural Grants. This multicultural performing event celebrates spring through diverse form of artistic expressions and original live productions by different multicultural groups.

3) A series of interactive workshops on Tagore songs, Tagorean dances and other topics partially funded by the City of Vancouver (around 30 workshops per year).

Project Assistance Application for 2019

Vancouver Tagore Society

Summary Page 2

Richmond Connection: In addition to having the flagship Festival in Richmond, the Society organized Poetry Events (with music, dances, and refreshments) at the Richmond Cultural Center Rooftop Garden, and commemorative events on, e.g., International Women's Day in the City of Richmond Council Chambers, and collaborating with under organizations in events in Richmond including the Richmond Multicultural Heritage Festival (twice), International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry (twice), Annual Literary Festival by WIN Canada, etc. Our events were inaugurated and/or graced by the Mayor Malcolm Brodie 3 times, Councillor Linda McPhail 3 times and Councillor Carol Day once. In all Richmond-based events, a number of Richmond artists, poets, technicians and volunteers are always involved.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$18,240
Society Operating Budget:	\$50,759

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$3,900	Project Assistance
2017	\$3,800	Project Assistance
2016	\$4,250	Project Assistance

FINANCIAL SUMMARY

	<u>Previous Year</u>	<u>Proposed Year</u>
Total Revenue:	\$17,507	\$50,759
Total Expenses:	\$17,601	\$47,623
Surplus:	(\$94)	(\$2,064)
Other Funders:		
BC Arts Community Festival Grant:		\$2,300

GRANT RECOMMENDATIONS

Recommended Amount: \$4,900

Aggregate Score: 41.3

Recommendation:

Project Assistance is recommended for this unique multicultural festival that continues to attract large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for expanding its fundraising efforts and collaborations. The organization is encouraged to improve its financial reporting and diversify funding streams to support the society's stable growth.

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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:

Katie Varney, Manager, Community Cultural Development
TEL 604-247-4941 E-MAIL kvarney@richmond.ca

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

2019: 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.

Katie Varney, Manager, Community Cultural Development
TEL 604-247-4941 E-MAIL kvarney@richmond.ca

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

2019: 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 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 **Date:** January 14, 2019
From: Elizabeth Ayers **File:** 11-7000-01/2019-Vol
Director, Recreation and Sport Services 01
Re: 2019 Parks, Recreation and Community Events Grants

Staff Recommendation

That the 2019 Parks, Recreation and Community Events Grants be awarded for the recommended amounts and funding cycles, and cheques disbursed for a total of \$109,100, as identified in Attachment 1 of the staff report titled "2019 Parks, Recreation and Community Events Grants," dated January 14, 2019, from the Director, Recreation and Sport Services.

Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

Att. 4

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

Staff Report

Origin

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

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

Findings of Fact

2019 Parks, Recreation and Community Events Grant Budget

The 2019 Parks, Recreation and Community Events Grant budget is \$110,616. This includes a 2.2 per cent Cost of Living increase over the 2018 budget as per City Grant Program Policy 3712.

Notice Given and Applications Received

In August 2018, announcements were placed on the City website and circulated via press release and social media channels, advising the public that applications were being accepted for the 2019 City Grant Program until November 5, 2018. A link to the City website was provided for further information and for access to the City's online application system. Previous grant applicants and City Area Coordinators were also notified directly that the online application system was open for submissions. This is the sixth year that the City has employed a web-based system to facilitate a more efficient and effective application process.

The main goal of the City Grant Program is to assist non-profit community organizations in the delivery of programs and services that primarily benefit Richmond residents. In the Parks, Recreation and Community Events category, a total of 15 applications were received with an aggregate request of \$216,660. The following table provides a summary of the number and types of applications received, along with the number of grants recommended for the past three years, and the number of grants recommended for 2019.

Table 1: Applications, requests and recommendations.

2016–2018 Applications, Requests and Recommendations*				2019 Recommendations*
	2016	2017	2018	2019
Total number of applications	15	14	15	15
New applicants	5	2	2	4
Minor requests received (\$5000 or less)	4	6	7	8
Multi-year funding requests received	3	2	4	5
Grant not recommended (did not meet criteria)	2	3	2	3
Partial amount of request recommended	13	11	13	11
Full amount of request recommended	0	0	0	1
Total amount requested	\$210,974.22	\$252,466.60	\$257,482.51	\$216,660.00
Total budget	\$103,828.00	\$106,008.00	\$108,235.00	\$110,616.00
Total Parks, Recreation and Community Events Grant funds recommended	\$100,700.00	\$103,250.00	\$106,600.00	\$109,100.00

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

A table outlining the 2019 grant requests and recommended grant allocations is provided in Attachment 1. Summary sheets of each grant application, generated directly from information submitted via the City's online application system, are provided in Attachment 2, along with staff recommendations. As the contents of these summary sheets are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicants.

New Applicants

There were four new applicants in the Parks, Recreation and Community Events category:

- B.C. Kitefliers' Association;
- Foolish Operations Society;
- Growing Chefs Society; and
- Rabbitats Rescue Society.

Minor/Major Grant Requests

There are two streams of applications: one for minor grant requests (\$5,000 or less), and one for major grant requests (over \$5,000). Although both grant streams require supporting financial

documents, a minor grant application requires fewer details. A full application form is required for major grant requests and the first year of multi-year funding cycle requests.

In the Parks, Recreation and Community Events category, eight organizations applied for minor grants of \$5,000 or less, and seven organizations applied for major grants of greater than \$5,000.

Table 2: Minor and Major Grant Requests

Minor Grant Requests	Major Grant Requests
<ol style="list-style-type: none"> 1. B.C. Kitefliers' Association 2. East Richmond Community Association 3. Foolish Operations Society 4. Growing Chefs Society 5. Gulf of Georgia Cannery Society 6. Hamilton Community Association 7. Sea Island Community Association 8. WEqual Foundation 	<ol style="list-style-type: none"> 1. Kidsport – Richmond Chapter 2. Rabbitats Rescue Society 3. Richmond Fitness and Wellness Association 4. Richmond Food Security Society 5. Steveston Community Society – Richmond Summer Project 6. The Sharing Farm Society 7. WildResearch Society

Multi-Year Funding Requests

In order to streamline the grant application process for applicants with consistent, ongoing operations, services or events, City Grant Policy 3712 provides organizations the option of applying for a maximum three-year funding cycle, provided that the applicant has received a grant for the same purpose as the current year's application for at least each of the past five years.

In the first year of a multi-year funding cycle, a full application form is required regardless of the amount of the grant request. For the remaining two years of a cycle, only a short application form is required. Council reviews the status of multi-year funding cycles on an annual basis as approval is required to fund each year of a cycle. Council approval to enter into the first year of a multi-year funding cycle does not guarantee that subsequent years will be funded.

In the Parks, Recreation and Community Events category, five organizations applied for multi-year funding:

1. B.C. Kitefliers' Association;
2. Sea Island Community Association;
3. Steveston Community Society – Richmond Summer Project;
4. The Sharing Farm Society; and
5. WildResearch Society.

Analysis

Application Review Process

The Parks, Recreation and Community Events Grant Review Committee, consisting of six staff members from the Community Services Division, reviewed the applications against 23 criteria (Attachment 3) that were developed based on the 2019 Grant Program Guidelines for Parks, Recreation and Community Events (Attachment 4). Each application was systematically evaluated on five dichotomous (yes/no) questions regarding grant eligibility, and 18 Likert scale statements (9-point range from Strongly Disagree to Strongly Agree) regarding the applicant, its grant proposal's impact on community and engagement, budget, financials, and the quality of the application itself.

To ensure neutrality, each application was independently assessed by a minimum of three committee members to determine eligibility for multi-year funding and to form a preliminary evaluation based on the mean scores. Each application was subsequently evaluated by the committee as a whole to reach a consensus on the final score, which was used to collectively determine a recommendation on funding.

2019 Multi-Year Funding Recommendations

Two applicants are recommended for multi-year funding:

1. Steveston Community Society – Richmond Summer Project, which applied for and met the criteria for multi-year funding in 2018, is in the second year of a three-year cycle. It is recommended that Steveston Community Society – Richmond Summer Project be approved for the second year of a multi-year funding cycle.
2. The Sharing Farm Society, which applied for and met the criteria for multi-year funding in 2018, is in the second year of a three-year cycle. It is recommended that The Sharing Farm Society be approved for the second year of a multi-year funding cycle.

Three applicants are not recommended for multi-year funding due to a failure to meet the requirements for a multi-year funding cycle:

1. B.C. Kitefliers' Association applied for the first year of a multi-year funding cycle, but it is ineligible as it has not received a City Grant for the same purpose for the past five consecutive years. It is recommended that B.C. Kitefliers' Association not be approved for a three-year funding cycle, but be approved for consideration as a minor grant application.
2. Sea Island Community Association applied for the second year of a multi-year funding cycle, but it is ineligible as it was denied a multi-year funding cycle in 2018 as it failed to submit a full application form as required for the first year of a multi-year funding cycle. It is recommended that Sea Island Community Association not be approved for the second year of a multi-year funding cycle, but be approved for consideration as a minor grant application.

3. WildResearch Society applied for the second year of a multi-year funding cycle, but it is ineligible as it was denied a multi-year funding cycle in 2018 as it had not received a City Grant for the same purpose for the past five consecutive years. It is recommended that WildResearch Society not be approved for the second year of a multi-year funding cycle.

2019 Grant Recommendations

Twelve out of 15 applicants are recommended for a Parks, Recreation and Community Events Grant for full or partial funding. A table outlining the 2019 grant requests and recommended grant allocations is provided in Attachment 1.

The principal reasons for partial funding are:

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

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

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

Three applicants are not recommended for a Parks, Recreation and Community Events Grant:

1. Growing Chefs Society is not recommended to receive a 2019 Parks, Recreation and Community Events Grant due to an ineligible funding purpose under Sections 4(ii) and 4(v) of the 2019 Grant Program Guidelines for Parks, Recreation and Community Events, and insufficient community benefit demonstrated. The applicant also scored low on its overall grant application.
2. WEqual Foundation is not recommended to receive a 2019 Parks, Recreation and Community Events Grant due to an ineligible funding purpose under Sections 4(ii) and

4(v) of the 2019 Grant Program Guidelines for Parks, Recreation and Community Events. The applicant also scored low on its overall grant application.

3. WildResearch Society is not recommended to receive a 2019 Parks, Recreation and Community Events Grant due to insufficient community benefit demonstrated. The applicant also scored low on its overall grant application.

Financial Impact

The 2019 Parks, Recreation and Community Events Grant budget is \$110,616. Staff recommend that a total of \$109,100 in grant allocations as indicated in Attachment 1 be approved for disbursement.

Conclusion

The Parks, Recreation and Community Events Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and livable community.

Staff recommend that the 2019 Parks, Recreation and Community Events Grants be allocated as indicated in Attachment 1 for the benefit of Richmond residents.



Beayue Louie
Park Planner
(604-244-1293)

- Att. 1: 2019 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations
2: 2019 Parks, Recreation and Community Events Grants – Application Summary Sheets
3: 2019 Parks, Recreation and Community Events Grants – Application Scoring Criteria
4: 2019 Grant Program Guidelines for Parks, Recreation and Community Events

2019 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations

APPLICANT NAME	2018 GRANT	2019 REQUEST	2019 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
B.C. Kitefliers' Association	N/A	\$ 3,000.00	\$ 600.00	Single Year	Supplies for a Children's Kite Making Workshop as part of the Pacific Rim Kite Festival - a free community event in June at Garry Point Park.	Page 1
East Richmond Community Association	\$ 950.00	\$ 1,800.00	\$ 1,200.00	Single Year	Personnel expenses to support three free summer events at King George Park, geared towards youth, seniors, and families.	Page 4
Foolish Operations Society	N/A	\$ 5,000.00	\$ 1,000.00	Single Year	Personnel and operations expenses to run a "Dancing for Generations" pilot program at Minoru Centre for Active Living, which encourages dance activities and socialization between seniors and their grandchildren.	Page 7
Growing Chefs Society	N/A	\$ 5,000.00	\$ -	N/A	Operational expenses to run a Classroom Gardening & Cooking Program at a Richmond school in Spring 2019, which teaches children about healthy eating and healthy food systems.	Page 11
Gulf of Georgia Cannery Society	N/A	\$ 5,000.00	\$ 1,000.00	Single Year	Supplies, volunteer support and performer fees for the Cannery Farmer's Market (12 Sundays from November to April), which offers locally made products under the "Make it, Bake it, Grow it, Catch it" philosophy to promote healthy local eating.	Page 14
Hamilton Community Association	\$ 850.00	\$ 4,400.00	\$ 1,000.00	Single Year	Marketing and entertainment/interactive game expenses to expand marketing reach, and community engagement for the annual Hamilton Night Out.	Page 17
Kidsport - Richmond Chapter	\$ 22,617.50	\$ 25,000.00	\$ 23,000.00	Single Year	Subsidized sport program fees for children of low-income families, who may not otherwise be able to participate.	Page 20
Rabbitats Rescue Society	N/A	\$ 45,460.00	\$ 1,000.00	Single Year	Operating expenses for the rescue and control of feral rabbits in Richmond.	Page 23
Richmond Fitness and Wellness Association	\$ 12,617.50	\$ 18,000.00	\$ 13,500.00	Single Year	Consultant fees and supplies to facilitate free walking programs and opportunities in Richmond.	Page 26
Richmond Food Security Society	\$ 10,000.00	\$ 18,000.00	\$ 12,000.00	Single Year	Operating expenses for food system programs, events, and community initiatives, including Community Gardens, Seed Library, Fruit Recovery, Get Rooted Youth Program, Kids in the Garden, Local Eating Guide.	Page 29
Sea Island Community Association	\$ 800.00	\$ 1,000.00	\$ 800.00	Single Year	Funds requested for Burkeville Daze annual event.	Page 33
Steveston Community Society - Richmond Summer Project	\$ 27,500.00	\$ 50,000.00	\$ 35,000.00	Multi-Year - Year 2	Personnel and operations expenses for the organization and coordination of the Richmond Summer Project 2019, which helps 13 City of Richmond community partners provide equitable summer day camp programs and services to residents.	Page 35
The Sharing Farm Society	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	Multi-Year - Year 2	Operating expenses to grow fresh, organic produce for low-income Richmond families through the Food Bank, Community Meals, and other charitable organizations.	Page 37
WEEqual Foundation	\$ -	\$ 5,000.00	\$ -	N/A	Personnel and program expenses to implement a badminton training program in seven elementary schools (K-7) as part of their PE classes.	Page 39
WildResearch Society	\$ 2,000.00	\$ 11,000.00	\$ -	N/A	Operating expenses for wildlife monitoring and research programs (for breeding, wintering and migratory birds at Iona Beach Regional Park), which provide education on conservation science.	Page 42
Totals	\$ 96,335.00	\$ 216,660.00	\$ 109,100.00			
2019 PRCE Grant Budget			\$ 110,616.00			
Remaining Funds			\$ 1,516.00			



Grant Application for 2019 Parks, Recreation & Community Events Program

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

Society: B.C. KITEFLIERS' ASSOCIATION

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

Grant Request: \$3,000

Proposal Title: Pacific Rim Kite Festival at Garry Point Park

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

Start Date (if applicable): 6/15/2019

End Date (if applicable): 6/16/2019

Number To Be Served: 600

Richmond Residents: 400

Grant Request Summary:

The BCKA is a registered non-profit organization that promotes kite making and flying for all ages. The Pacific Rim Kite Festival held in June at Garry Point Park in Steveston is a free community event and is always well attended and popular with children and families. This year the festival will feature: Kids Kite Making Workshops, Candy & Teddy Bear Drops, kite displays, music and kite flying demonstrations. The Club is requesting funding for the Children's Kite Making Workshop so that the kites can be offered free of charge, and no family will be denied participation because of their financial situation. Other moneys will be used to fund the Teddy Bear and Candy Drops. This successful community event was very well received by the community. This grant proposal was suggested by:

Gregg Wheeler

Manager of Sport and Community Events

Community Services

City of Richmond

604-244-1274

Richmond Services Received by Your Organization:

Power for our sound system

Parks, Recreation & Community Events 2019
B.C. KITEFLIERS' ASSOCIATION

\$5,000 or Less Multi Year - Year '19
Summary Page 2

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$5,845.00	\$4,371.00
Total Expenses:	\$5,807.00	\$9,073.00
Annual Surplus or (Deficit):	\$38.00	(\$4,702.00)
Accumulated Surplus or (Deficit):	\$7,905.00	\$3,159.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus funds to cover Club insurance, website fees, storage locker, and Festival expenses (kite making supplies, sound system etc.)

Current Year:

same as above

Explanation for Accumulated Surplus or (Deficit):

no 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)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$100.00
Equipment	\$300.00
Photocopying	\$0.00
Program Materials	\$1,800.00
Local Travel	\$0.00
Other	\$700.00

Toilet rental \$300

Sound system rental \$200

Drinks/snacks/lunch for volunteers

Advertising \$200

GP - 102

Transportation cost of featured kite flyers	
TOTAL	<u>\$3,200.00</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 Funding: **\$3,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$600

Recommendation:

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

Staff Comments / Conditions:

None

Society: East Richmond Community Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$1,800
Proposal Title: Summer event series
Grant Purpose: Community Service / Program / Event - One-time Activity
Start Date (if applicable): June 19, 2019 **End Date (if applicable):** August 28, 2019
Number To Be Served: 800
Richmond Residents: 750

Grant Request Summary:

The East Richmond Community Association (ERCA) will invite the community to three events at King George Park in the summer of 2019. These events will be themed to attract specific demographics: youth, seniors and families.

The youth event will be a fun interactive celebration that builds strong connections between young people and their community. An event designed by youth for youth, it will showcase the accomplishments and diversity of Richmond youth.

Seniors will delight in local musical entertainment and light refreshments. The event will provide them with social benefits, allowing them to socially interact, be part of our community, and develop relationships with their peers and neighbours.

The Family event will have a "meet your neighbour" theme with games, activities and entertainment. This gathering will help children practice social skills in a safe, supportive environment and give parents a chance to meet and speak with other parents.

This event series is an excellent example of the community celebrating the many people that make up this diverse neighbourhood. It also provides the community with the opportunity to learn more about their community centre and how they can become involved within their community. All events will be free and inclusive, attended by a cross section of Richmond residents though the majority will be from East Richmond. The events will provide fun, interactive, social and educational experiences. Community partnerships will be promoted with businesses in East Richmond as well as strengthening the long existing partnership between ERCA and HJ Cambie Secondary, whose students regularly volunteer their time to organise and run the games and activities.

Richmond Services Received by Your Organization:**GP - 104**

percentage basis with the City of Richmond and Richmond School District.

Estimated value: \$744,000

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$595,599.00	\$1,014,563.00
Total Expenses:	\$921,797.00	\$957,226.00
Annual Surplus or (Deficit):	\$38,102.00	\$57,336.00
Accumulated Surplus or (Deficit):	\$57,911.00	\$33,012.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Program registrations exceeded projections.

Current Year:

A decrease in expenses with an increase in registration in some areas. Significant savings to expenses due to staff time loss.

Explanation for Accumulated Surplus or (Deficit):

Surplus is used for projects and community initiatives and for ERCA to continue to offer its programs and services at low/no cost to the community.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$950.00	Parks, Rec and Community Events
2017	\$2,384.00	Parks, Rec and Community Events
2016	\$750.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$1,800.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00

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Parks, Recreation & Community Events 2019
East Richmond Community Association

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

Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL \$1,800.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Patsy Hui - Re/MAX	Amount	\$500
Funder 2 Name	Volendam Automotive	Amount	\$150
Funder 3 Name	Richmond Funeral Home	Amount	\$500

Amount Your Society will Provide: \$4,850.00

Total Proposed Funding: \$7,800.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,200

Recommendation:

**Staff Comments /
Conditions:**

Society: Foolish Operations Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Dancing for Generations
Grant Purpose: Community Service / Program / Event - One-time Activity
Start Date (if applicable): March 1, 2019 End Date (if applicable): December 20, 2018
Number To Be Served: 550
Richmond Residents: 550
Grant Request Summary:

This innovative pilot project aims to serve seniors and their grandchildren through healthy dance activities and movement exploration.

“Dancing for Generations” recognizes a need within the community for intergenerational programming that targets seniors providing childcare for their extended families who also may face language barriers to accessing regular programming. By creating an environment where both seniors and their grandchildren have a chance learn and explore together that intentionally promotes connections with other members of the community, we intend to reduce the risk of isolation for the seniors, while promoting physical and social connectedness for the group as a whole. The “Dancing For Generations” program supports Council Term Goal: A Vibrant, Active and Connected City as well as the Seniors Services Plan Direction #3 and the soon to be adopted Community Wellness Strategy focus #2.

The program is located centrally, at the Minoru Centre for Active Living. Classes start with the sharing of children’s songs in all the participant’s languages. The warm-up also includes introduction to the “BrainDance”, a warm up using the Developmental Movement Patterns, that are fun and healthy for everyone.

It is our intention to publicize and reach out in innovative ways to bring community members from diverse neighbourhoods. “Dancing for Generations” starts with a “Try It Class” during Seniors Week, on the first week of June. It continues in the fall for 8 weeks,

once a week. Drop-ins will always be allowed.

Please refer to Roles and Activities in the partner information section for more details on our strategies to remove barriers for participation, outreach, and details on our program evaluation.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$39,915.00	\$91,040.00
Total Expenses:	\$44,669.00	\$90,992.00
Annual Surplus or (Deficit):	(\$4,754.00)	\$48.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In 2016-2017, we omitted to forward \$2000 in grants that was received in 2016-2017 but for a project that was in the 2017-2018 financial year. Therefore, in 2016-2017, we had a "surplus" in our financial statement. In 2017-2018 we decided to invest part of our accumulated surplus in our program costs. Please note that we have in-kind revenues of expenses of \$29 000 in 2017-2018. See notes in our financial statements.

Current Year:

Our budget this year is substantially higher because we are touring performances in BC and Ontario. We have included \$26 000 in-kind in this year's budget. Finally, we do not have included this project full grant amount in this budget as most of the grant, if received, will be spent in the 2019-2020 financial year.

Explanation for Accumulated Surplus or (Deficit):

Our annual surplus is forecasted to be minimal.

Financial statements: see our 2016-2017 and 2017-2018 financial statements attached. Our AGM is on November 10, therefore the 2017-2018 are not signed yet. We do not foresee any changes to these statements to be added at the AGM. We are happy to confirm with you that they have been approved, at your request, or provide the signed statements after November 10, at your request. Thank you for your understanding.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$5,050.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$50.00
Supplies	\$25.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$150.00
Other	\$2,175.00

Administrative Expenses:

· bookeeping: \$175

In kind room rental (\$50 per hour) total= \$1220:

· 8 sessions @ 2 hours per session (\$800)

· Try it class during seniors week = 1 session (\$100)

TOTAL **\$7,950.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Seniors Centre	Amount	\$750
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$200.00**

Total Proposed Funding: **\$7,950.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,000

Recommendation:

**Staff Comments /
Conditions:**

Society: Growing Chefs Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Classroom Gardening & Cooking Program
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): March 1, 2019 End Date (if applicable): June 30, 2019
Number To Be Served: 26
Richmond Residents: 26
Grant Request Summary:

We are requesting funding of \$5,000 to bring our 7-lesson Classroom Gardening & Cooking Program to one Richmond classroom in the spring of 2019.

Growing Chefs! teaches children and families about healthy eating and healthy food systems by placing chef and community volunteers into elementary schools. We increase food security awareness, reduce childhood obesity, increase urban agriculture skills and practices, and improve physical health and nutrition among children by offering hands-on experience growing and preparing their own food. Growing Chefs! strives to teach children skills that foster independence and to cultivate deeper connections between children and the food that they eat by teaching them how their food choices impact their community, health, and environment. Plus, the kids have a blast learning! The Growing Chefs! Classroom Gardening and Cooking Program is a 3.5-month hands-on program that teaches children gardening and cooking skills in elementary school classrooms Grades 1 - 7. On the volunteers' first visit, they help the students plant a fast-growing indoor vegetable garden. The same volunteers return every two weeks to do capacity and awareness-building activities on urban agriculture skills, gardening skills, healthy eating, food security, and food preparation.

Each child will participate in our program for a minimum of 14 hours (7 lessons x 2 hours). The program lessons are delivered by our chef and community volunteers in the classroom. We also provide additional extension and integration lessons that the classroom teacher can use to expand upon the hands-on activities delivered.

Food literacy - healthy eating, how food is grown, and where food comes from - is not currently part the B.C. school system's curriculum. This valuable knowledge is also not present at home for some families, particularly for those children that come to school hungry and rely on hot breakfast and lunch programs. In many cases children are not involved in the preparing o

Richmond Services Received by Your Organization:

Currently, we do not receive funding from the City of Richmond.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$316,309.00	\$0.00
Total Expenses:	\$345,687.00	\$0.00
Annual Surplus or (Deficit):	(\$29,378.00)	\$0.00
Accumulated Surplus or (Deficit):	\$149,363.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The last complete year we have records for was our 2016/2017 FY. Please contact us for additional details.

Current Year:

We began our current year on October 1, 2018. We are still finalizing our numbers for our 2017/2018 FY.

Explanation for Accumulated Surplus or (Deficit):

Please contact us for additional details.

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	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$5,000.00

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It currently costs us approximately \$5,000 to deliver our Classroom Gardening & Cooking Program to one classroom. This is an average and we can provide more details and a more accurate division if needed.

The costs associated with one classroom fall under your sections of Personnel, Volunteer Support, Office Rent, Utilities and Telephone, Supplies, Equipment, Printing, Program Materials, Local Travel, and Other (fresh produce).

TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name Vancouver Airport Authority **Amount** **\$10,000**
(YVR)

Funder 2 Name **Amount** **\$0.00**

Funder 3 Name **Amount** **\$0.00**

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

Total Proposed Funding: **\$5,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$0

Recommendation: Not recommended for funding (due to an ineligible funding purpose).

**Staff Comments /
Conditions:** None

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: **15000**
Richmond Residents: **10000**
Grant Request Summary:

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

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

In the 2016-17 season, the Cannery Farmer's market showcased roughly 90 local merchants, over 20 local artists and entertainers and attracted over 15,000 local residents.

Richmond Services Received by Your Organization:

We receive no regular or ongoing support from the City.

FINANCIAL INFORMATION
Your Society's Budget:
Last ~~CP~~ 14 Year
Proposed Year

Parks, Recreation & Community Events 2019
Gulf of Georgia Cannery Society

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

Total Revenue:	\$1,027,094.00	\$1,266,216.00
Total Expenses:	\$1,001,728.00	\$1,266,216.00
Annual Surplus or (Deficit):	\$24,380.00	\$0.00
Accumulated Surplus or (Deficit):	\$134,676.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

2017 was free admission for Canada 150, this led to record numbers of attendance, event and store revenue. Our income exceeded budgeted expectations and was routed to our contingency fund and re-invested into the organization to facilitate a break even budget.

Current Year:

We are projecting to break event in 2018.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$750.00	Parks, Rec and Community Events
2016	\$500.00	Parks, Rec and Community Events
2015	\$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)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$700.00
Local Travel	\$0.00
Other	\$2,300.00

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Performers Fees & Honoraria - \$1200

Promotion - \$1100

TOTAL \$5,000.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Amount
Funder 2 Name N/A	Amount \$1.00
Funder 3 Name N/A	Amount \$1.00

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

Total Proposed Funding: **\$5,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,000

Recommendation: Recommended for single year funding.

**Staff Comments /
Conditions:** None

Society: Hamilton Community Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$4,400
Proposal Title: Hamilton Night Out
Grant Purpose: Community Service / Program / Event - One-time Activity

Start Date (if applicable): June 21, 2019 **End Date (if applicable):** June 21, 2019

Number To Be Served: 2000

Richmond Residents: 1750

Grant Request Summary:

We would like to request to have the potential grant funds to be allocated to a variety of areas of local entertainment, marketing strategy plan, and interactive sport games to community members of all ages. This will create an opportunity for community connectedness and foster sense of belonging in the Hamilton Community.

Richmond Services Received by Your Organization:

We are seeking funds from the City of Richmond to execute our plans for further growth and community engagements for the annual Hamilton Night Out. Last year was our first year which we were able to advertise with additional funding from City of Richmond and Richmond Community Foundation grants. In 2018, we implemented a strategic marketing plan on social media. We were able to create a Facebook event and books the event page with a \$300.00 budget, two months prior to the event. We hope to continue this strategic marketing plan with hopes of receiving this grant. We will continue to target to Richmond residents that are not currently engaged with Hamilton Community Association online. A larger strategic placement of marketing budget will allow us to reach an additional 6,500 - 20,000 potential attendees that have not heard about Hamilton Night Out. This plan will lead to a growth in our attendance from 900 - 1,500 attendees.

FINANCIAL INFORMATION
Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$650,536.15	\$623,246.43
Total Expenses:	\$642,275.70	\$615,225.60
Annual Surplus or (Deficit):	\$8,260.45	\$8,020.83
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

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Parks, Recreation & Community Events 2019
Hamilton Community Association

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

Last Complete Year:

2017

Current Year:

2018

Explanation for Accumulated Surplus or (Deficit):

We accumulate very little surplus each year.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$850.00	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	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$4,400.00

\$500.00 in additional marketing posters distributed in the community

\$400.00 Social Media Advertising Plan

\$1,750 Entertainment by local Richmond

\$1,750 Interactive sport games

TOTAL **\$4,400.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	TD Ready Commitment Grant	Amount	\$6,000
Funder 2 Name	n/a	Amount	\$0.01
Funder 3 Name		Amount	\$0.00
Amount Your Society will Provide:			<u>\$0.00</u>
Total Proposed Funding:			<u>\$4,400.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,000

Recommendation:

**Staff Comments /
Conditions:**

Society: Kidsport - Richmond Chapter
Grant Type: Over \$5000 Single Year
Grant Request: \$25,000
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 community and school sports. 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 and youth up to 18 years of age; - KidSport application Forms must be completed, reviewed and verified by an appropriate financial verifier who is in a professional relationship with the family and would be aware of the financial situation of the family in question; - Sport programs, the fees for which the applicant wishes to be subsidized, must be affiliated with Sport BC; - Up to a maximum of \$500 per applicant per year may be granted and can be applied only to registration fees during the season the sport is in session. We currently fully fund more than 70% of applicants. Grants are paid directly to the local sport organization or secondary school and not the family or child. The 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:	\$129,423.00	\$76,864.00
Total Expenses:	\$111,561.00	\$108,486.00
Annual Surplus or (Deficit):	\$19,245.00	(\$31,622.00)
Accumulated Surplus or (Deficit):	\$46,203.00	\$14,581.00

Explanation for Annual Surplus or (Deficit):
Last Complete Year: GP - 120

Revenue for 2017 was greater than expected due to donations received from one time donors such as: Mayor Brodie's fundraising dinner \$13,500 and White Spot \$3,100. The accumulated surplus also includes a carry-over surplus of \$27,000 from 2016.

Current Year:

Current year revenue are lower than previous years and athlete funding has increased due to increased number of applications for funding.

Explanation for Accumulated Surplus or (Deficit):

The 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 and are not guaranteed annually. This way we always have sufficient financial resources to fund approved applications each month and not having to wait for needed grants or donations.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$22,617	Parks, Rec and Community Events
2017	\$20,758	Parks, Rec and Community Events
2016	\$19,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

Provide partial sport registration fees (up to \$500) for needy children and youth who reside in Richmond to

participate in community sports that are affiliated to Sport BC..

TOTAL **\$25,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name **Sunrise Rotary Club** **\$5,000**

Funder 2 Name **BC Government** **\$3,000**

Funder 3 Name **SpencerCreo Foundation** **\$5,000**

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

Total Proposed Funding: **\$25,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: **\$23,000**

Recommendation: **Recommended for single year funding.**

Staff Comments /
Conditions: **None**

Society: Rabbitats Rescue Society
Grant Type: Over \$5000 Single Year

Grant Request: \$45,460

Proposal Title: Rabbitats Rabbit Control Development Program

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 100000

Richmond Residents: 95000

Grant Request Summary:

Rabbitats wants to facilitate the rescue and control of the many abandoned pet rabbits in Richmond by first developing infrastructure and housing then embarking on a multi-year, innovative relocation plan.

Rabbitats was formed in 2012 after its founder volunteered for the successful relocation of close to 1000 rabbits from the UVic campus. The organization went on to successfully relocate 400 rabbits from the Richmond Auto Mall among other rescue efforts.

We built and maintain a sanctuary in South Surrey and a number of smaller 'rabbitats' around the lower mainland.

We will be identifying and reaching out to non-traditional destinations, soliciting support from other agencies, businesses, governments and communities, and building at least a temporary rabbit sanctuary at our newly rented Richmond headquarters.

Donors and fundraisers have been covering costs for the 250 rabbits still in our care and we now have donated materials and funding for phase one of the construction, but development and infrastructure costs are a challenge.

The society is insured, keeps good records, has active social media accounts, stages a number of fundraisers annually, and has partnered with (or at least cooperated with) with all other relevant rescues, associations and government departments. We actively seek sponsorship.

Individual rabbits will invariably be taken out of the environment over the course of the year but the planning and resource gathering will be preparing for aggressive trapping next winter.

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The first areas tackled will depend on geography and the level of local support. Trapped rabbits will be processed at our headquarters and mostly relocated to secure enclosures on farms and sanctuaries, although businesses and even parks may take advantage of the rabbits as an attraction.

Rabbitats remains responsible for the rabbits for life; if a situation doesn't work out, our organization will be tasked with finding alternatives.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$30,365.16	\$62,334.34
Total Expenses:	\$28,964.59	\$60,600.45
Annual Surplus or (Deficit):	\$1,400.57	\$1,733.89
Accumulated Surplus or (Deficit):	\$3,717.00	\$6,852.16

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We try to keep a small surplus for contingency and risk management purposes.

Current Year:

We've been developing our contingency and emergency funding while hoping to save funds for sanctuary development.

Explanation for Accumulated Surplus or (Deficit):

We've been developing our contingency and emergency funding while hoping to save funds for sanctuary development.

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	\$800.00
Volunteer Support (e.g. expenses, recognition)	\$2,050.00
Office Rent or Mortgage	\$19,200.00
Utilities and Telephone	\$8,560.00
Supplies	\$2,500.00
Equipment	\$1,500.00

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Parks, Recreation & Community Events 2019**Over \$5000****Single Year****Rabbitats Rescue Society****Summary Page 3**

Photocopying	\$1,000.00
Program Materials	\$2,650.00
Local Travel	\$300.00
Other	\$6,900.00

Insurance (\$3000), Trailer (\$3900)

TOTAL**\$45,460.00****Financial Assistance from Other Sources (if applicable):**

Funder 1 Name	Richmond Auto Mall	\$8,000
Funder 2 Name	Oxbow Animal Health	\$6,000
Funder 3 Name	Private Donor	\$8,400

Amount Your Society will Provide:**\$35,500.00****Total Proposed Funding:****\$114,160.00****GRANT RECOMMENDATIONS****Recommended****Amount:** \$1,000**Recommendation:**

Recommended for single year funding.

Staff Comments /**Conditions:**

None

Society: Richmond Fitness and Wellness Association
Grant Type: Over \$5000 Single Year
Grant Request: \$18,000
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 such as the StoryWalks Program with the Richmond Public Library;
3. Fostering partnerships with key community stakeholders in order to decrease the barriers to participation in physical activity outdoors.

Richmond Services Received by Your Organization:

We currently do not receive any services, however, anticipate continued support from the City of Richmond Community Health & Wellness Coordinator.

FINANCIAL INFORMATION
Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$23,447.12	\$26,483.00
Total Expenses:	\$25,655.52	\$22,645.02
Annual Surplus or (Deficit):	(\$2,208.40)	\$3,837.98
Accumulated Surplus or (Deficit):	\$57,913.48	\$59,543.06

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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 ran a deficit last year.

Current Year:

The RFWA does not offer any user pay services or programs and therefore has a limited ability to generate income. Continuing to fund and enhance the Walk Richmond program as planned will deplete remaining reserve 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
2018	\$12,617	Parks, Rec and Community Events
2017	\$11,500	Parks, Rec and Community Events
2016	\$11,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

\$1000 towards the progression of the StoryWalk program in partnership with the Richmond Public Library.

TOTAL \$18,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$0.00

Total Proposed Funding:

\$18,000.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$13,500

Recommendation:

Recommended for single year funding.

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: 10590
Richmond Residents: 10590
Grant Request Summary:

Richmond Food Security Society is inspiring a robust Richmond food system through education, advocacy, and community building initiatives, and are requesting core funding to continue to this work. Our vision is healthy people, community, and environment and to that end we run five ongoing community programs, produce empowering resources, and organize hands-on workshops and engaging events.

Our current programs are:

Community Gardens: 340 plots at nine sites for residents to grow organic delicious organic produce,

Seed Library: providing locally-adapted heritage seeds to grow beans, peas, lettuce, and tomatoes,

Fruit Recovery: nourishing families in need by gleaning backyard fruit trees and giving the Richmond Food Bank fruit that otherwise would be wasted,

Get Rooted Youth Program: training youth as food security leaders in action,

Kids in the Garden: a new initiative launched in 2018 building on the success of Richmond Schoolyard Society, this program educates children in hands-on, integrative gardening workshops, collaboratively integrated into the classroom.

Events include Seedy Saturday, supporting Garlic Fest, and partnering with the City on

Farm Festival, and resources include the Local Eating Guide: a map to Richmond's farms.

We have 3 strategic priorities for the next 3 years, to:

Grow a food literate community, by offering high-quality programs and events, and helping form a Food Systems Action Team,

Nurture Urban Agriculture, by becoming a key partner in the Garden City Lands Park, expanding community garden plots, increasing the amount of fruit we glean, and increasing the number of seeds saved,

Enrich our organizational foundation, by achieving charitable status, developing consistent, reliable and diverse funding streams, professionalizing our communications, and enhancing our board and governance structure.

Working towards a robust food system is a long-term endeavour, and we aim to balance on the ground initiatives with long-term planning.

Richmond Services Received by Your Organization:

We receive office space from the City of Richmond, currently in Paulik Park at Ash and Blundell. The City kindly supports us for facility maintenance, utilities, and staple office furnishings. We provide our own phone and internet.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$162,946.00	\$212,525.00
Total Expenses:	\$154,837.00	\$206,537.00
Annual Surplus or (Deficit):	\$8,109.00	\$5,988.00
Accumulated Surplus or (Deficit):	\$9,012.00	\$15,000.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We continue to work hard to stabilize the organization financially in 2017/2018, and ended the last fiscal year with a surplus of \$8,109.00. We plan to continue building this surplus until we have three months of operating funds of \$15,000.00 on hand.

Current Year:

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A change in leadership happened during the first quarter of this year. Ian Lai, an established ED with 12 years of experience now leads RFSS. The Executive Director and a dedicated Board of Directors encompass individuals with proven success in project management, urban land economics, accounting, governance, entrepreneurship, and resource management, we are on track towards another year of growth and stability in the 2018/2019 fiscal year. At just over half way through the year, we are projecting revenues of close to \$212,000, and expenses close to \$206,000. We are actively working to continue building our financial surplus to protect us against the unexpected.

Explanation for Accumulated Surplus or (Deficit):

We continue to further an unrestricted financial surplus to ensure quick response to community need, financial and operational demands, as well as tackle projects that are harder to fund. Having successfully held our annual fundraiser - Richmond Eats: the Local Eating Challenge for three consecutive years, we intend to join our efforts with external funding to further our mission, increase organizational stability, and optimize the quality and capacity of our core programs. Striving to elicit long-term food systems change, support in the form of core funding would be extremely beneficial for our financial resilience and ability to meet high community demand for programs such as the Community Gardens program (for which there is currently a waitlist of 500+ Richmond residents).

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$10,000	Parks, Recreation & Community Events
2017	\$9,800	Parks, Recreation & Community Events
2016	\$5,166	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$13,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,100.00
Equipment	\$900.00
Photocopying	\$500.00
Program Materials	\$1,000.00
Local Travel	\$800.00
Other	\$0.00

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TOTAL

\$18,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Coastal Health	\$39,000
Funder 2 Name	BC Gaming	\$29,500
Funder 3 Name	Lush	\$18,000

Amount Your Society will Provide: **\$88,537.00**

Total Proposed Funding: **\$206,537.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$12,000

Recommendation:

**Staff Comments /
Conditions:**

Society: Sea Island Community Association
Grant Type: \$5,000 or Less Multi Year - Year 2
Grant Request: \$1,000
Proposal Title: Burkeville Daze 2019
Number Served: 1000 **Richmond Residents:** 1000

Grant Request Summary:

This Community event is an opportunity for Community involvement, socialization, volunteering and engagement.

Changes that will impact grant use:

No significant changes.

FINANCIAL INFORMATION
Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$100,100.91	\$5,863.30
Total Expenses:	\$82,710.52	\$4,439.42
Annual Surplus or (Deficit):	\$17,390.39	\$1,423.88
Accumulated Surplus or (Deficit):	\$103,927.21	\$88,356.80

Explanation for Annual Surplus or (Deficit):
Last Complete Year:

Our Association had a surplus in 2017/18 as a result of increased registration and new program offerings in conjunction with careful spending. Our current City Staff are experimenting with new ideas and the Centre is busier.

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

In over forty years of providing programs, the Sea Island Community Association has retained a surplus of just over \$103,000.00, These funds will be used in the event of a less successful year, or to continue to offer programs and services which do not produce a surplus. We may need to replace old equipment to purchase new items.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$800	Parks, Rec and Community Events
2017	\$750	Parks, Rec and Community Events
2016	\$750	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended

Amount: \$800

Recommendation:

Recommended for single year funding. Not eligible for multi-year funding, as the applicant was not approved for year 1 of a multi-year funding cycle in 2018 (due to failure to submit the required full application form).

Staff Comments /
Conditions:

None

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: 4000 Richmond Residents: 4000****Grant Request Summary:**

Funds contributed to the overall organization and coordinating abilities of the Richmond Summer Project 2019. Grant monies ensure the Richmond Summer Project is able to play a central and coordinating role in assisting City of Richmond partners to provide equitable summer day camp programs and services to City of Richmond residents. Funds would be distributed between 13 facilities citywide. The City Grant enables low or no-cost services to be offered to Richmond residents by offsetting staff salaries, roving support leaders, general program expenses, and training expenses for staff and volunteers. One key component of funds from the City Grant is to hire "Roving Support Leaders." These staff members, paid by the Richmond Summer Project, provide 1 week of support to children who otherwise might not be able to safely and successfully participate in summer day camps and who are not eligible for Ministry funding. This is an integral aspect of the Richmond Summer Project as it provides the opportunity for Richmond families requiring additional support equitable access to any City of Richmond summer day camp program, as the Roving Support Leader is funded by the Richmond Summer Project rather than one specific centre. In 2018, 275 staff and volunteers attended City-Wide training the weekend of June 23, 2018. A well-organized, informative and inspiring training day ensures that a consistent message of City initiatives, such as Move for Health, Physical Literacy and Inclusion, are provided to all summer staff and volunteers across Richmond. This training also ensures staff and volunteers have at least 20 hours of relevant training, in order to meet childcare licensing standards. Further, the training provides the opportunity to build cohesion among staff and volunteers – an important component in providing a safe, creative and joyful summer day camp experiences for Richmond children. Steveston Community Society is submitting the grant application for Summer 2018 on behalf

Changes that will impact grant use:

We are applying for \$50,000 for 2019 with the goal of hiring an additional two 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:****GP - 135**

Parks, Recreation & Community Events 2019
Steveston Community Society - Richmond Summer Project

Over \$5000

Multi Year - Year 2
Summary Page 2

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$133,881.54	\$215,834.44
Total Expenses:	\$143,772.24	\$208,076.19
Annual Surplus or (Deficit):	(\$9,890.70)	\$7,758.25
Accumulated Surplus or (Deficit):	(\$25,363.64)	(\$17,605.39)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

Numbers shown are complete to October 31/18 and our fiscal year is Dec 31/18.

Explanation for Accumulated Surplus or (Deficit):

Richmond Summer Project carries some money over for start-up costs as the Summer Administrator job starts prior to 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 received HRDC funding until July/August.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$27,500	Parks, Rec and Community Events
2017	\$27,500	Parks, Rec and Community Events
2016	\$30,000	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended

Amount: \$35,000

Recommendation:

Recommended for year 2 of a multi-year funding cycle.

Staff Comments /

Conditions:

None

Society: **Sharing Farm Society**
Grant Type: **Over \$5000 Multi Year - Year 2**
Grant Request: **\$19,000**
Proposal Title: **The Sharing Farm Operating Assistance**
Number Served: 9300 **Richmond Residents:** 8500

Grant Request Summary:

This City of Richmond grant application will, if approved, enable The Sharing Farm to maintain our impact by growing 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 our fresh produce

to the Food Bank, Community Meals and other organizations

distributing food to vulnerable people. In 2018 we were able to donate 23,000 lbs of fresh produce, our most successful year to date. While we enjoy the support of a large group of volunteers, we operate on a small budget and funding has always been a challenge. In 2018, we have continued several social enterprise activities, which allowed us to earn about 25% of our total funding ourselves. We have been able to gradually grow this self-earned portion every year. We have also further developed relationships with sponsors and donors. However, grants will remain indispensable to enable TSF to continue the necessary work in 2019.

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:	\$294,289.00	\$241,092.00
Total Expenses:	\$233,548.00	\$237,465.00
Annual Surplus or (Deficit):	\$60,740.00	(\$3,873.00)
Accumulated Surplus or (Deficit):	\$108,654.00	\$104,781.00

Explanation for Annual Surplus or (Deficit): **GP: 137**

Last Complete Year:

Funds used to purchase assets, including a \$32,000 Kubota Tractor

Current Year:

We anticipate to complete the year close to break even.

Explanation for Accumulated Surplus or (Deficit):

The accumulated surplus of \$108,654 at December 31, 2017 represents the approximately \$60,000 invested in fixed assets (including 3 greenhouses, tools, a Grillo tractor, and a Kubota tractor) plus the \$50,000 of working capital on hand at December 31, 2017 to bridge the farm in to the 2018 operating season.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$19,000	Parks, Rec and Community Events
2017	\$18,000	Parks, Rec and Community Events
2016	\$18,000	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended

Amount: \$19,000

Recommendation:

Recommended for year 2 of a multi-year funding cycle.

Staff Comments /

Conditions:

None

Society: **WEqual Foundation**
Grant Type: **Over \$5000 Single Year**

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

Proposal Title: **Richmond School Badminton Program**

Grant Purpose: **Operating Assistance**

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: **2110**

Richmond Residents: **2110**

Grant Request Summary:

Richmond has capacity and resources to create more opportunities in sports, especially in badminton. WEqual hopes to help Richmond create more access and inclusive opportunities for Richmond elementary students to learn badminton through PE badminton, badminton season, and badminton league. WEqual will deliver three main outcomes through this project. The project will start by teaching badminton in PE classes and delivering instructional sessions to school P.E teachers. Through this, students will develop interest and be equipped with badminton skills and knowledge, and teachers will have the capacity to deliver improved badminton experiences. The project will then host afterschool badminton clubs/teams to start a badminton season in schools so students can continue to engage in badminton beyond PE class to meet friends, engage in sports, and develop physical literacy. Having established afterschool teams, WEqual will start a badminton league by inviting schools to play with each other to increase sport-related interactions among schools and for students to experience a sport league. The project will reach 2100 elementary school students, and by the end of the project, they will be equipped with badminton knowledge and skills, PE teachers will be able to deliver badminton education with enhanced student experience, participating schools will have its own badminton team to further engage students in sports, and schools will have a chance to interact with each other through badminton. Project benefits are 1. Increase access for students to learn badminton and increase student participation in badminton 2. Healthier community as children will have more options to be physically active 3. Long--term adoption of badminton and sport involvement 4. Improve student experience in PE class 5. Creates more volunteering opportunities 6. More interactions between schools and build friendships through badminton league.

Richmond Services Received by Your Organization:

City of Richmond will help us print flyers and distribute them to the community. Total cost is worth 100\$.

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$161,103.49	\$204,989.97
Total Expenses:	\$97,741.94	\$238,822.84
Annual Surplus or (Deficit):	\$63,361.55	(\$33,832.87)
Accumulated Surplus or (Deficit):	\$63,361.55	\$29,528.68

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus in 2016-2017: Kept as a backup cash source. This surplus is reinvested in the company in 2017-2018 to fill the deficit originating from employee training.

Current Year:

Deficit in 2017-2018: Although we generated more revenue this year, we also provided more training for volunteers and employees. Since we are launching projects in elementary schools, we must train our coaches and volunteers to interact with children and prepare them mentally and technically. Thus, leadership development and umpire trainings were offered to our volunteers and coaches once every month as to equip them with communication and technical skills to succeed in the school badminton project. However, the training expense will decrease next year as most of our staff and volunteers are already equipped with skills such as umpiring.

Explanation for Accumulated Surplus or (Deficit):

The accumulated surplus will be used to back up our projects and make our contributions in the project. It is also a backup source to other projects.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

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

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TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name **Badminton BC** **\$2,200**

Funder 2 Name **WEqual Foundaiton** **\$10,000**

Funder 3 Name **Richmond Community Foundation** **\$5,000**

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

Total Proposed Funding: **\$67,200.00**

GRANT RECOMMENDATIONS

Recommended
Amount: **\$0**

Recommendation: Not recommended for funding (due to an ineligible funding purpose).

Staff Comments /
Conditions: None

Society: WildResearch Society
Grant Type: Over \$5000 Multi Year - Year 2
Grant Request: \$11,000
Proposal Title: Conservation Outreach and Citizen Science at Iona Island Bird Observatory
Number Served: 500 Richmond Residents: 500
Grant Request Summary:

WildResearch's mission is to build, train, and educate a community that contributes to conservation science. Through our wildlife monitoring and research programs, we provide education and guidance to young aspiring biologists and community naturalist. Since 2010, the Iona Island Bird Observatory (IIBO) has been monitoring populations of breeding, wintering, and migratory birds at the Iona Beach Regional Park (IBRP), an ecologically important area for native wildlife in Richmond, BC. IIBO programs provide hands-on ornithological training to volunteers and engages the public through educational group visits. WildResearch plans to continue with IIBO in 2018. Proposed activities include: volunteer training, community outreach, and conducting citizen science related to the conservation of native birds in BC.

As one of western Canada's most active bird banding stations, we are seeking operational funding for our multi-year community service and program operation. Our programs are run almost entirely by volunteers, and we are funded by grants and donations to maintain our initiatives. WildResearch's three year funding cycle with the Sitka Foundation has finished and we are in search of a funding so we can maintain a high level of quality to the delivery of IIBO.

Target groups: Through our volunteer--based programs, IIBO will be a focal point for conservation outreach and community engagement with members of the public. IIBO will provide an avenue for seniors, children/youths, and young families to get outside and not only learn about nature, but also actively participate in the conservation of it.

Community benefits: IIBO will teach volunteers and park visitors about the ecological sensitive areas within Iona Beach Regional Park, and how to recreate responsibly within it. IIBO will provide a very unique, first-hand experience to connect with birds, as we often allow park visitors to observe them up-close, or even release them from their hands.

Changes that will impact grant use:

Funds received will be used to hire a bander-in-charge that will be best able to engage with the public. Many visitors to the park stumble upon Iona Island Bird Observatory (IIBO) where we are given an opportunity to educate and make the visitors aware of the importance of migratory birds and the habitat needed for the birds to make their voyage.

As well, to bring to the public's attention, more signage will be created (not in the budget but an organizational goal) to point visitors towards IIBO whiel visiting Iona Island Regional Park.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$55,072.52	\$19,486.59
Total Expenses:	\$49,283.52	\$23,565.88
Annual Surplus or (Deficit):	\$5,789.00	(\$4,079.29)
Accumulated Surplus or (Deficit):	\$94,728.64	\$90,749.35

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus funds are remnant from program based grant funding and fundraising events in 2017.

Current Year:

Deficit funds are from the not running high revenue generating fundraising event

Explanation for Accumulated Surplus or (Deficit):

A proportion of our accumulated surplus is tied up in the WildResearch Foundation Account (\$35,000.00 as of Sept. 31, 2018) managed by the Vancouver Foundation. Further, the Sitka Foundation who has supported our research programs at Iona for the last 5 years has ceased providing financial support due a change in their funding priorities and we are anticipating deficits from 2018 onwards unless we can secure other funding sources.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$2,000	Parks, Rec and Community Events
2016	\$5,000	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Recommended

Amount: \$0

Recommendation:

Not recommended for funding.

Staff Comments /

Conditions:

None

2019 Parks, Recreation and Community Events Grants – Application Scoring Criteria

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

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

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

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

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

City of Richmond

2019 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.

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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)
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- 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.

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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
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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.

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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.

2019 Parks, Recreation and Community Events Grants – Application Scoring Criteria

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

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

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

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

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

City of Richmond

2019 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.

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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: Kim Somerville
Manager, Community Social Development
Re: 2019 Health, Social and Safety Grants

Date: January 16, 2019
File: 07-3040-01/2019-Vol
01

Staff Recommendation

That the 2019 Health, Social and Safety Services Grants be awarded for the recommended amounts and funding cycles, and cheques disbursed for a total of \$612,274 as per the report titled "2019 Health, Social and Safety Grants", dated January 16, 2019, from the Manager of Community Social Development (Attachment 1).

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

Att. 3

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

Staff Report

Origin

This report supports the Social Development Strategy Action 39:

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

Findings of Fact

2019 Health, Social and Safety Grant Budget

The 2019 Health, Social and Safety (HSS) Grant Budget is \$614,676. This total includes a 2.2 per cent Cost of Living increase over last year's budget, as per the City Grant Policy (No. 3712).

Notice Given and Applications Received

In September 2018, a call for applications for the City's 2019 Health, Social and Safety Grants was promoted through social media channels and the Community Services newsletter. The notice was circulated to the Richmond Community Services Advisory Committee as well as by request to other non-profit societies.

In the HSS category, a total of 35 applications were received for a total request of \$1,089,095. A table outlining requests and recommended 2019 allocations is provided in Attachment 1. A summary of each application is provided in Attachment 2, generated directly from application information provided in the web-based system. As summary contents are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are also included in each summary.

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

Late Applications

As the City Grant Policy indicates that no late applications will be accepted, the web-based system is closed to submissions after the deadline. No post-deadline requests to submit were received.

New Applications

Four (4) applications were received from organizations that had not previously applied for Health, Social and Safety Grants: the Company of Disciples Christian Ministries Society; Pacific

Autism Family Centre Foundation; Senior Link – Independent Living Society and the Stigma-Free Society.

Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Division, reviewed the 2019 HSS applications. Recommended allocations were determined by the committee rather than individual reviewers. Assessment criteria outlined in the HSS Grant Program Guidelines, Sections 4 (Eligibility) and 5 (Application Assessment Criteria) (Attachment 3) were used to determine eligibility and assess applications.

Analysis

Health, Social and Safety Grant Application Information 2017–2019

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

	2017	2018	2019 (Recommended)
Total number of applications	34	32	35
New applicants	1	2	4
Late applications	0	0	0
Grants denied (did not meet criteria)	1	2	4
Partial amount of request recommended	23	20	21
Full amount of request recommended	8	10	10
Minor request (\$5,000 or less)	12	13	10
Total amount requested	\$891,709	\$774,832	\$1,089,095
Total budget available	\$589,074	\$601,444	\$614,676
Total HSS allocated	\$586,095	\$598,464	\$612,274*

*Subject to Council approval

Reasons for Partial or No Funding

Most applicants (60 per cent) 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 by organizations 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; and
- quality, including completeness, of the application.

Minor/Major Grant Requests

Two streams of applications have been established; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. A more comprehensive application is required for major grants (i.e., applications for minor grants have fewer sections to complete). In the Health, Social and Safety category, 10 organizations applied for grants of \$5,000 or less (minor), while 25 applied for grants over \$5,000 (major).

Multi-Year Funding Request

City Grant Policy No. 3712 (Attachment 3, page 9) allows applicants receiving City Grants for the same purpose, for a minimum of five of the most recent consecutive years, to apply for a three-year funding cycle. In the first year of a cycle, the comprehensive application form is required, while for the following two years, a briefer application is required. Council reviews recommendations annually to determine if each year of an approved cycle will be funded.

Financial Impact

The 2019 HSS Grant Program budget is \$614,676. A total of \$612,274 is recommended for disbursement (Attachment 1). The remaining balance of \$2,402 will be transferred to the Grant Provision account for future distribution.

Conclusion

The City's HSS Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. These grants support the work of non-profit social service agencies whose mandates align with the Social Development Strategy goals of social equity and

January 16, 2019

- 5 -

inclusion; citizen engagement; and building on social assets and community capacity. Staff recommend that 2019 HSS Grants be allocated as indicated to the many societies dedicated to supporting the well-being of Richmond residents.



Lesley Sherlock
Social Planner
(604-276-4220)

- Att. 1: Health, Social and Safety Services Recommendations - 2019
2: 2019 Grant Application Summary Sheets
3: 2019 Grant Program Guidelines

Health, Social and Safety Services Recommendations - 2019

APPLICANT NAME	2018 GRANT	2019 REQUEST	RESIDENTS TO BE SERVED	2019 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Amyotrophic Lateral Sclerosis Society of British Columbia	\$2,000	\$5,000	14	\$2,000	N/A	This grant will be used to purchase a Lighthouse Medilift YouFit Small Lift Chair as part of the Society's equipment loan program, for use by a Richmond resident. The recommendation is for the same level as last year.	1
Big Brothers of Greater Vancouver	\$6,000	\$10,000	41	\$6,000	3	This Multi-Year (Year 3) grant is to support matches of Big and Little Brothers in Richmond, as well as the Teen Mentoring Program matching "buddies" from elementary and high schools. The recommendation is for the same level as last year.	4
Big Sisters of BC Lower Mainland	\$6,000	\$8,000	30	\$6,000	N/A	This grant is to support matches of Big and Little Sisters in Richmond, as well as for the Study Buddy program matching older with younger students. The recommendation is for the same level as last year.	6
Boys and Girls Clubs of South Coast BC	\$5,000	\$10,000	75	\$5,115	N/A	This grant will support an after school program at Mitchell Elementary in East Richmond reaching 75 children aged 6 to 12 years and ensure accessibility to those who cannot afford to pay. This recommendation is for the same level, plus a Cost of Living increase	9
Canadian Mental Health Association, Vancouver-Fraser Branch	\$8,000	\$29,000	70	\$8,500	N/A	This grant will support staff costs of the Super Fun Group Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for an increased level.	12
Canadian Red Cross Society	\$2,000	\$2,000	2,522	\$2,000	N/A	This grant is for the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) office, where free and by-donation temporary loans are available to those with limited mobility. The recommendation is for the full amount requested.	15
Children of the Street Society	\$5,000	\$5,000	3,000	\$5,000	N/A	This request is to fund workshops to educate children and youth about sexual exploitation. The workshops will reach 3,000 children and youth through over 40 workshops delivered in Richmond schools. This recommendation is for the full amount requested.	18
Chimo Community Services	\$50,000	\$50,000	7,700	\$50,000	2	This Multi-Year (Year 2) grant will support crisis response services, community engagement and outreach and advocacy programs. The recommendation is for the full amount requested.	22
Church on Five (formerly Richmond Bethel Mennonite)	\$3,000	\$5,000	225	\$3,500	N/A	This grant will assist with supplies for the Food for Life program, a free, weekly community meal that serves mainly disadvantaged groups, new immigrants, and seniors. The recommendation is for an increased level.	24
Community Mental Wellness Association of Canada	\$9,739	\$40,000	5,000	\$10,000	1	This Multi-Year (Year 1) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.	27
Company of Disciples Christian Ministries Society	\$0	\$15,000	400	\$0	N/A	This request is to pay for Car2Go expenses of volunteers residing in Richmond but working in Vancouver so they can pick up groceries on their way to or from work, or during their work day, to deliver to isolated seniors registered at the Better at Home program administered by Richmond Cares, Richmond Gives (RCRG). The partnership had not been confirmed with RCRG. Denial is recommended.	30
Family Services of Greater Vancouver	\$48,007	\$48,007	200	\$48,007	2	This Multi-Year (Year 2) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommendation is for the full amount requested.	33
Heart of Richmond AIDS Society	\$11,500	\$16,300	1,100	\$12,000	1	This Multi-Year (Year 1) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for an increased level.	35

Health, Social and Safety Services Recommendations - 2019

APPLICANT NAME	2018 GRANT	2019 REQUEST	RESIDENTS TO BE SERVED	2019 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Minoru Seniors Society	\$5,000	\$5,000	120	\$5,000	N/A	This grant is to support an outreach program to assist at-risk frail and isolated seniors through social, recreation & leisure programs. The recommendation is for the full amount requested.	38
Multicultural Helping House Society	\$8,956	\$15,000	1,500	\$9,161	1	This Multi-Year (Year 1) grant is to support the Health & Wellness Program providing disease prevention workshops to improve health and reduce social isolation for seniors and live-in caregivers. The recommendation is for the same level, plus a Cost of Living increase.	41
Pacific Autism Family Centre Foundation		\$300,000	43,060	\$0	N/A	This Foundation provides any surplus to the Pacific Autism Family Centre Society, which is a controlled entity of the Foundation. In 2017, the Foundation donated \$477,504 to the Society. As organizations that fund other societies are not deemed eligible for a grant, and the application did not identify other operating grants being sought, no grant is recommended.	44
Pacific Post Partum Support Society	\$2,000	\$3,000	25	\$2,500	N/A	This grant will contribute to the provision of an on-site childcare for mothers who attend the weekly support group for women experiencing postpartum depression or anxiety. Offering childcare for this group reduces barriers for mothers to access help and is an important component in mothers' recoveries. The recommendation is for an increased level.	46
Parish of St. Alban's (Richmond)	\$15,000	\$15,000	1,280	\$15,000	N/A	This grant is to support homeless people and those living close to or below the poverty line who are in need of the community meal program, shower program, and information and referral services. The recommendation is for the full amount requested.	49
Pathways Clubhouse	\$35,027	\$35,027	385	\$35,027	2	This Multi-Year (Year 2) grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness. The recommendation is for the full amount requested.	51
Richmond Addiction Services Society	\$217,727	\$222,411	2,500	\$222,411	2	This Multi-Year (Year 2) grant will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours. The same level is recommended, plus a Cost of Living increase.	53
Richmond Amateur Radio Club	\$1,646	\$2,200	All	\$1,684	N/A	This grant will assist with radio station maintenance, volunteer support, training and education expenses for amateur radio operations for local community events. The same level is recommended, plus a Cost of Living increase.	55
Richmond Family Place Society	\$27,000	\$30,000	6,900	\$28,000	2	This Multi-Year (Year 2) grant is for family support programs and other preventative services for families with children up to 12 years. The recommendation is for an increased level.	58
Richmond Food Bank Society	\$5,000	\$5,000	250	\$5,000	N/A	This grant will support the Poverty Response Committee's Self-Advocacy Network project to build capacity in the community and address poverty in Richmond. The recommendation is for the full amount requested.	61
Richmond Mental Health Consumer and Friends Society	\$5,000	\$10,000	36	\$5,250	2	This Multi-Year (Year 2) operating grant will support the Mental Health Peer Social Group Program which offers social and volunteer activities for those with mental illness, as well as experience with program administration. The recommendation is for an increased level.	64
Richmond Multicultural Community Services	\$12,000	\$15,000	3,000	\$12,500	2	This Multi-Year (Year 2) grant will support the operating expenses of immigrant, refugee and welcoming community programs. The recommendation is for an increased level.	67
Richmond Society for Community Living	\$15,000	\$20,000	5,000	\$15,500	1	This Multi-Year (Year 1) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for an increased level.	69

Health, Social and Safety Services Recommendations - 2019

APPLICANT NAME	2018 GRANT	2019 REQUEST	RESIDENTS TO BE SERVED	2019 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Richmond Stroke Recovery Centre		\$5,000	1,000	\$1,500	N/A	This grant will support educational, recreational and therapeutic activities for stroke survivors, family and caregivers. South Arm Community Centre provides meeting space.	72
Richmond Women's Resource Centre	\$24,000	\$41,650	7,000	\$25,000	1	This Multi-Year (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. The recommendation is for an increased level.	74
Richmond Youth Service Agency	\$14,000	\$20,000	1,650	\$14,321	2	This Multi-Year (Year 2) grant will support the Connections Youth Resource Centre's Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The same level is recommended, plus a cost of living increase.	77
Senior Link - Independent Living Society		\$12,000	1,200	\$0	N/A	This request is to provide outreach to isolated seniors in Richmond. The society's deficit of \$9,448 far exceeds their revenue, which is received through a business, Angels There For You (listed at same address, common Executive Director/General Manager), which also provides referrals. As other referring agencies are not identified, and grants cannot be used to fund a deficit, denial is recommended.	79
Stigma-Free Society		\$9,000	750	\$2,000	N/A	This grant will support a community based participatory program that aims to promote mental health, reduce stigma and support youth dealing with stigma. This program, delivered to Steveston-London Secondary students since 2016, will be expanded to other Richmond secondary and elementary schools in 2019. The recommendation is for partial funding.	82
The Kehila Society of Richmond		\$10,500	600	\$0	N/A	This grant request is for a series of workshops (e.g. parenting, social media awareness). Future topics will be based on requests. Partnerships with Richmond may result, depending on the topics identified. As no Richmond-based agencies are currently identified as partners, although they offer similar workshops, the recommendation is to deny funding.	86
Touchstone Family Association	\$5,000	\$5,000	40	\$5,000	N/A	This grant is to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. The recommendation is for the full amount requested.	89
Turning Point Recovery Society	\$7,000	\$15,000	100	\$7,500	2	This Multi-Year (Year 2) grant is to support Drop-In Centre clients with outreach support and continuing after-care for those transitioning to housing at Storeys. The Centre, previously operated by St. Alban's, is temporarily located at the Salvation Army while TPRS seeks a permanent location. The recommendation is for an increased level.	92
Volunteer Richmond Information Services Society	\$40,862	\$50,000	175,000	\$41,798	2	This Multi-Year (Year 2) grant will provide operating assistance for volunteer, charitable and information programs. The recommendation is for the same level, plus a Cost of Living increase.	95
West Richmond Community Association	\$2,000	\$0	N/A	N/A	N/A	Did not re-apply.	N/A
Totals	\$598,464	\$1,089,095		\$612,274			
Total Available				\$614,676			
Remaining				\$2,402			
Bold = New Applicant							



Grant Application Summary for 2019 Health, Social & Safety Program

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

Society: Amyotrophic Lateral Sclerosis Society of British Columbia

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

Grant Request: \$5,000

Proposal Title: Equipment Loan Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable): January 1, 2014 **End Date (if applicable):** December 31, 2014

Number To Be Served: 371 ALS patients and their families

Richmond Residents: 14 patients and their families

Grant Request Summary:

The Equipment Loan Program of the ALS Society of BC is designed to help people cope with the daily challenges of decreasing mobility and independence through obtaining basic and essential assistive equipment. This includes mobility equipment, lift equipment, beds and accessories, communication devices and bathroom aids. All equipment loaned is available at no charge to registered ALS patients in British Columbia. The equipment loan program is one of the principal objectives of the ALS Society of BC and has been in existence since 1981. It is the best essential care that can be provided not only to the patients but also to their families and caregivers.

The grant will be used to purchase 1 Hoyer Advance Lifter Electric (\$3,911) and 1 Lighthouse Medilift YouFit Small Lift Chair (\$1,836), less \$746.99 discount from HME Richmond. Total Final Quote - \$5,000..

Richmond Services Received by Your Organization:

Every month of May, the ALS Society of BC organizes the Richmond Walk for ALS at Gary Point Park in Steveston, Richmond. This walk is the biggest Walk for ALS in British Columbia. The Walk for ALS in Richmond raises an average revenue of \$100,000 for patient services and research. The presence of the city mayor and MLAs to this event is immeasurable as it provides prestige to our event and the same time an assurance to the ALS community that they have the support of the government in their journey. The society also gets help from various corporations in Richmond by sending volunteers to the office for office support and to help with fundraising events.

FINANCIAL INFORMATION

Your Society's Budget:

Last Complete Year
GP - 176

Proposed Year

Health, Social & Safety 2019**\$5,000 or Less Single Year****Amyotrophic Lateral Sclerosis Society of British Columbia****Summary Page 2**

Total Revenue:	2,369,501.00	2,557,875.00
Total Expenses:	2,189,551.00	1,741,308.00
Annual Surplus or (Deficit):	179,950.00	816,567.00
Accumulated Surplus or (Deficit):	260,353.00	1,081,677.00

Explanation for Annual Surplus or (Deficit):**Last Complete Year:**

As indicated in the 2016 report, the society had a cash flow deficit, thus in 2017, all expenses were trimmed down. The 2017 surplus is now under GIC and will be part of 1.3M that the ALS Society BC targets to raise at the end of 2018 to fund the ALS Centre for Excellence and to set aside society rainy day funds for 6 months. For the Society to be operational for 6 months, the society needs a rainy fund of 750K (currently the operating reserve is only 162K). These discussions can be found on our board and strategic planning minutes.

Current Year:

The data above only indicates revenues and expenses up to September 2018. As mentioned above, the Society plans to raise 1.3M at year-end of 2018 to fund the ALS Centre for Excellence and to set aside society rainy day funds for 6 months. For the Society to be operational for 6 months, the society needs a rainy fund of 750K (currently the operating reserve is only 162K). These discussions can be found on our board and strategic planning minutes.

Explanation for Accumulated Surplus or (Deficit):

As mentioned the Society is raising 1.3M by the end of the year to fund the ALS Centre for Excellence (facility, additional staff, clinical research) and to set aside society rainy day funds for 6 months. For the Society to be operational for 6 months, the society needs a rainy fund of 750K (currently the operating reserve is only 162K). These discussions can be found on our board and strategic planning minutes. Note that the government of British Columbia approved a grant of 120K to conduct a pilot caregiving program up to July 2019. The funds are reflected in the Balance Sheet under deferred revenue.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$2,000.00	Health, Social & Safety
2017	\$700.00	Health, Social & Safety
2015	\$3,030.00	Health, Social & Safety

Health, Social & Safety 2019**Amyotrophic Lateral Sclerosis Society of British Columbia****\$5,000 or Less Single Year****Summary Page 3**

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	\$5,000.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL \$5,000.00**Financial Assistance from Other Sources (if applicable)**

Funder 1 Name	BC Gaming Community Grant	Amount	\$111,000.00
Funder 2 Name	Mr. & Mrs. P. A. Woodward Foundation	Amount	25000.00
Funder 3 Name	Lagniappe Foundation	Amount	10000.00

Amount Your Society will Provide: \$0.00**Total Proposed Budget: \$5,000.00****GRANT RECOMMENDATIONS****Recommended
Amount:** \$2,000**Recommendation:**

This grant will be used to purchase a Lighthouse Medilift YouFit Small Lift Chair as part of the Society's equipment loan program, for use by a Richmond resident. The recommendation is for the same level as last year.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2019
Health, Social & Safety Program**

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

Society: Big Brothers of Greater Vancouver
Grant Type: Over \$5000 Multi Year - Year 3
Grant Request: \$10,000
Proposal Title: Community and Teen Mentoring Programs
Number Served: Richmond Residents: 41

Grant Request Summary:

Through decades of experience, Big Brothers of Greater Vancouver knows that an emotionally supported child will be equipped to handle the fast paced, technology obsessed world they find themselves in. Today's Canada needs our youth to be supported, mentally and emotionally, and ready to engage in their communities. As the 2016 BC Provincial Health Officer's Annual report, one of the key messages states that "strong and supportive families as well as having caring adults outside the family are important protective factors in young peoples' lives".

The Community Program matches adult male volunteers with boys aged 7-14 who have limited or no contact with a positive male role model in their lives. Big and Little Brothers spend 2-4 hours each week doing a wide range of low-cost fun activities together. We currently have 23 matches and 12 children in our wait pool to be matched. Children on our waitlist often wait up to 2 years before being matched with their mentors. We hope to reduce the wait pool and match at least 8 more children in the Community program this year. To do this, BBGV will continue growing relationships with Chinese Cultural Student Clubs, and creating targeted Facebook advertisements to Mandarin and Cantonese speaking individuals to address the need of new immigrant families. In addition, BBGV recruitment plans for the funding period will include allocating more resources to building and maintaining relationships with Richmond-based organizations who have an affiliation with volunteer-focused organizations as well as attending events that the City of Richmond hosts. These initiatives are being put into place to help recruit more volunteers to reduce the wait pool times for children waiting for a mentor in Richmond.

We run the Teen Mentoring Program in Richmond at Anderson Elementary School which matches 10 elementary school boys and girls (grades 1-7) with 10 teen "Buddy" mentors from the nearby high school, A.R. McNeil. Big and Little Buddies spend

Changes that will impact grant use:

No changes identified that will impact grant use.

Health, Social & Safety 2019
Big Brothers of Greater Vancouver

Over \$5000 Multi Year - Year 3
Summary Page 2

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,345,406.00	2,727,367.00
Total Expenses:	2,330,670.00	2,736,077.00
Annual Surplus or (Deficit):	14,737.00	(8,710.00)
Accumulated Surplus or (Deficit):	86,425.00	77,715.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

None

Current Year:

Minimal

Explanation for Accumulated Surplus or (Deficit):

Less than one month's expenses

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$6,000	Health, Social & Safety
2017	\$4,843	Health, Social & Safety
2016	\$4,743	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$6,000

Recommendation:

This Multi-Year (Year 3) grant is to support matches of Big and Little Brothers in Richmond, as well as the Teen Mentoring Program matching "buddies" from elementary and high schools. The recommendation is for the same level as last year.

Staff Comments /

Conditions:

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Big Sisters of BC Lower Mainland

Grant Type: Over \$5000 Single Year

Grant Request: \$8,000

Proposal Title: Big Sisters Mentoring Programs in Richmond

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 30

Richmond Residents: 30

Grant Request Summary:

Big Sisters of BC Lower Mainland provides at-risk girls with dedicated, caring volunteer mentors who help them avoid risky behaviour, guide them through life's challenges, and help them reach their full potential. We provide mentors through two of our core programs, Big Sisters Mentoring and Study Buddy:

1. Big Sisters Mentoring: matches girls (ages 7-17) with a volunteer Big Sister in a one-to-one mentoring relationship, who meet once a week for 2-4 hours for a minimum of one year. Matches enjoy a wide range of activities that focus on building the confidence and life skills of the Little Sister. In 2017, we supported 322 Big and Little Sister matches.

2. Study Buddy: matches girls (ages 7 to 17) with volunteer tutors who offer them educational support and academic assistance. For a minimum of six months, Study Buddies meet for one hour a week outside of school to work on schoolwork and study skills. With the support of a Study Buddy, Little Sisters are encouraged to improve their education performance and meet their academic goals. In 2017, we supported 146 girls through the Study Buddy program.

When a parent, school personnel, social worker, or other helping professional recognizes the need for a positive adult role model in a girl's life, they refer her to our agency. In 2017 :

- 49% of our Little Sisters' families reported being "low income" (as defined by stats Canada) with 11% being "not low income," and the remainder being unreported
- 54% of our girls come from single parent families and 4% from foster care
- 22% of our Little Sisters were born in a country other than Canada

- 47% do not speak English as their first language, with 42 different first languages represented

Research shows that mentoring has a powerful impact on the lives of young girls. We know that 96 percent of adults who had a mentor as a child say they are happy and 92 percent feel confident. They also are more likely to achieve higher earnings and hold senior positions at work.

Richmond Services Received by Your Organization:

Big Sisters' offices are located in Vancouver and Surrey and therefore we don't currently use any City of Richmond services.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,676,789.00	1,504,210.00
Total Expenses:	1,471,923.00	1,504,210.00
Annual Surplus or (Deficit):	204,866.00	0.00
Accumulated Surplus or (Deficit):	907,197.00	907,197.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We received unexpected bequests of 103,604 and we had a very successful year-end fundraiser in 2017. Both of these contributed to a surplus for the year.

Current Year:

We are not expecting a surplus or deficit in 2018.

Explanation for Accumulated Surplus or (Deficit):

Overall, we have had relatively higher donations, grants & fundraising event revenues compared to salaries and other expenses.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$6,000	Health, Social & Safety
2017	\$4,843	Health, Social & Safety
2016	\$4,743	Health, Social & Safety

Health, Social & Safety 2019
Big Sisters of BC Lower Mainland

Over \$5000 Single Year
Summary Page 3

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$8,000.00
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 \$8,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming	\$8,579
Funder 2 Name	United Way	\$1,758
Funder 3 Name	Service Contracts	\$1,781

Amount Your Society will Provide: \$0.00

Total Proposed Budget: \$8,000.00

GRANT RECOMMENDATIONS

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

Recommendation:

This grant is to support matches of Big and Little Sisters in Richmond, as well as for the Study Buddy program matching older with younger students. The recommendation is for the same level as last year.

**Staff Comments /
Conditions:**

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Boys and Girls Clubs of South Coast BC

Grant Type: Over \$5000 Single Year

Grant Request: \$10,000

Proposal Title: Boys and Girls Club Services at Mitchell Elementary

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 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 four days per week (Monday through Thursday) after school for students aged 6 through 12, and a preteen evening program is offered once a week for kids in Grades 5 through 7. The Club provides a safe, accessible place for children after school, and offers supervised social and recreational programs that enhance participants' physical, educational, character, and skill development. Activities include healthy snacks, homework assistance, nutrition and cooking programs, arts and crafts, leadership programs, and sports and physical activities that promote active lifestyles. 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 \$5,000 City Grant in 2018, 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:	11,239,846.00	11,646,100.00
Total Expenses:	11,249,006.00	11,616,100.00
Annual Surplus or (Deficit):	(9,160.00)	30,000.00

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Health, Social & Safety 2019
Boys and Girls Clubs of South Coast BC

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

Accumulated Surplus or (Deficit): 1,590,730.00 1,620,730.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Actual operations resulted in a surplus. A deficit only appears when non-cash items (e.g., amortization of property and equipment) are taken into account.

Current Year:

The surplus forecast for the current year is very small (0.25%). BGC strives to maintain a balanced year-end position for operations.

Explanation for Accumulated Surplus or (Deficit):

Sound financial management over the last 80 years.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$5,000	Health, Social & Safety
2017	\$5,000	Health, Social & Safety
2016	\$5,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$72,050.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$7,140.00
Utilities and Telephone	\$205.00
Supplies	\$50.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,785.00
Local Travel	\$1,020.00
Other	\$12,095.00

Insurance: \$1,685

Food: \$1,835

Allocation for Central Administration: \$8,575

TOTAL **\$94,345.00**

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Financial Assistance from Other Sources (if applicable):

Funder 1 Name	United Way of the Lower Mainland	\$30,000
Funder 2 Name	Province of BC - Gaming	\$4,800
Funder 3 Name	Membership Fees	\$12,200

Amount Your Society will Provide: \$37,345.00

Total Proposed Budget: \$94,345.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$5,115

Recommendation:

This grant will support an after school program at Mitchell Elementary in East Richmond reaching 75 children aged 6 to 12 years and ensure accessibility to those who cannot afford to pay. This recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Canadian Mental Health Association, Vancouver-Fraser

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

Grant Request: \$29,000

Proposal Title: Super Fun Groups - Richmond

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 70

Richmond Residents: 70

Grant Request Summary:

Our grant request is to fund one of the two Super Fun Groups that we operated in Richmond. Super Fun Groups provide long-term support for children of parents living with a serious mental illness or addiction. All program participants are residents of Richmond aged 8-15. Over 90% of our participants are from families with low incomes.

To ensure families who need this service can access it, all barriers to access have been minimized (income, transportation, food security, etc.) and the program is provided at no cost to the families. Once a month, the program provides participants with a full day of recreational or leisure activities (i.e.: Playland, Beach Day, Waterslides, Aquarium, Urban Safari, in the winter - Movies, Christmas events and Snowboarding). These group activities enable them to have fun, participate in sports and special events, build social skills, establish strong friendships with other kids in the program who have similar situations in their life, and develop health attachments to non-related adults. The program also provides parents with respite to attend to their own mental health needs while knowing that their kids are well cared for by trained staff.

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	7,097,540.00	7,083,727.00
Total Expenses:	7,054,875.00	7,081,899.00

GP - 187

Health, Social & Safety 2019**Over \$5000****Multi Year - Year 1****Canadian Mental Health Association, Vancouver-Fraser Branch****Summary Page 2**

Annual Surplus or (Deficit):	42,665.00	1,828.00
Accumulated Surplus or (Deficit):	66,000.00	67,828.00

Explanation for Annual Surplus or (Deficit):**Last Complete Year:**

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

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$8,000	Health, Social & Safety
2017	\$6,329	Health, Social & Safety
2015	\$6,060	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$15,046.00
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	\$6,000.00
Local Travel	\$3,900.00
Other	\$4,054.00

Office support & Core Agency Services - office supplies, office space, telephone, HR, payroll and accounting, etc.
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TOTAL	<u>\$29,000.00</u>
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Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Coastal Health	Amount	\$17,000.00
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Funder 2 Name	CMHA Private Fundraising Revenue	Amount	\$12,000.00
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Funder 3 Name

Amount Your Society will Provide:

Total Proposed Budget: **\$58,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$8,500

Recommendation:

This grant will support staff costs of the Super Fun Group Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None



Grant Application Summary for 2019 Health, Social & Safety Program

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

Society: Canadian Red Cross Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$2,000
Proposal Title: HELP Makes Homes Safe for Recovering Richmond Seniors
Grant Purpose: Operating Assistance

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

Number To Be Served: 5366
Richmond Residents: 2522

Grant Request Summary:

The Canadian Red Cross respectfully requests \$2,000 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 and advanced medical equipment to community members recovering from an injury or surgery, transitioning to a permanent dependency on a mobility device, or receiving palliative care in the home. Our data shows that 71% of HELP clients are seniors, 46% are elderly seniors over the age of 75, and 33% are recovering from hip or knee surgery.

Seniors are at the heart of the HELP program. Statistics show that 1/3 of seniors fall once or more each year. It is usually in the first days after discharge from hospital that seniors are most susceptible to a fall and re-injury. Furthermore, 47% of HELP clients are low income (making less than \$20,000 a year). Without HELP, many could not access essential equipment given the high costs of purchase and rent. With the number of Richmond seniors set to double by 2036, HELP fills a critical health service gap for Richmond residents and improves the well-being of the local community. Perhaps just as important, since the Richmond HELP Office is mainly managed by volunteers, the program reinforces the culture of mutual support and community solidarity in Richmond.

While much of the work at the Richmond HELP Office is performed by volunteers, a qualified Equipment Technician is integral to ensuring the highest safety and hygiene standards and fastest turnaround of equipment. The City of Richmond's funding ensures that every community member has access to the medical equipment they need immediately after discharge and can recover safely and quickly in the comfort of their homes.

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:	8,948,300.00	9,946,000.00
Total Expenses:	8,948,300.00	9,946,000.00
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:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$2,000.00	Health, Social & Safety
2017	\$2,000.00	Health, Social & Safety
2015	\$4,040.00	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	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL **\$2,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Client donations in FY 17/18	Amount	\$72,962.00
Funder 2 Name	Richmond Community Foundation	Amount	1500.00
Funder 3 Name	Vancouver Coastal Health	Amount	2000000.00

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

Total Proposed Budget: **\$2,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$2,000

Recommendation:

This grant is for the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) office, where free and by-donation temporary loans are available to those with limited mobility. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



Grant Application Summary for 2019 Health, Social & Safety Program

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

Society: Children of the Street Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Taking Care of our Ourselves and Taking Care of Others (TCO²)
Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 25,000
Richmond Residents: 3,000

Grant Request Summary:

Taking Care of Ourselves and Taking Care of Others (TCO²) is a unique, interactive and empowering workshop for children and youth aged 10-18.

Our workshops are designed and delivered by young adults who use monologues, role-plays and other interactive activities. TCO² workshop facilitators involve kids in a meaningful discussion about what sexual exploitation is, how to recognize it and how to prevent it from happening to themselves and their peers.

While there are many organizations which offer support and services to children who have already been affected (as do we), we are the only organization in BC providing preventative programs and services to stop sexual exploitation before it ever begins.

At the conclusion of our workshop, children and teens attending our TCO² Workshop will be able to identify and describe what sexual exploitation and human trafficking is, identify characteristics of exploiters, specifically, the tactics they use to find their victims, and understand the link between gangs and all forms of sexual exploitation. Our workshop also identifies the factors that put youth at greater risk for exploitation such as drug/alcohol use, LGBTQ2, indigenous heritage, currently in a youth agreement or foster care.

While sexual exploitation still happens on the streets, the vast majority of this criminal activity has moved online, which is why our workshops engage young people in discussion on the permanence of online content, how to stay safe online, how to identify components of an unhealthy relationship (Online and Offline), and identify resources and services available for kids needing support or more information.

Our program's primary goal is to provide kids with information and practical tools to keep themselves safe from all forms of sexual exploitation. At the end of each workshop, participants are asked to fill out surveys. This allows us to measure and report on the impact of our program.

Richmond Services Received by Your Organization:

We do not currently receive City of Richmond Services.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	641,494.00	635,331.00
Total Expenses:	638,481.00	635,331.00
Annual Surplus or (Deficit):	3,013.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Our Fiscal year runs November 1st - October 31st. Donations and grants are received at various times throughout the year, resulting in surplus or deficits, depending on when the funds were received.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$5,000.00	Health, Social & Safety
2017	\$4,084.00	Health, Social & Safety
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2016	\$4,000.00	Health, Social & Safety
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$250,195.00
Consultant Services	\$5,600.00
Volunteer Support (e.g. expenses, recognition)	\$600.00
Office Rent or Mortgage	\$20,300.00
Utilities and Telephone	\$4,661.00
Supplies	\$2,500.00
Equipment	\$0.00
Photocopying	\$3,000.00
Program Materials	\$4,000.00
Local Travel	\$8,500.00
Other	\$49,296.00

Special Events, Postage & Courier, Communications
 & Printing, Bank Charges, Insurance, Licences &
 Membership, Administration Cost Allocation

TOTAL \$348,652.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Provincial Grants - BC Gaming and Civil Forfeiture	Amount	\$105,000.00
Funder 2 Name	Municipal Grants	Amount	28200.00
Funder 3 Name	Private Foundations	Amount	100000.00

Amount Your Society will Provide: \$2,452.00

Total Proposed Budget: \$348,652.00

GRANT RECOMMENDATIONS

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

Recommendation:

This request is to fund workshops to educate children and youth about sexual exploitation. The workshops will reach 3,000 children and youth through over 40 workshops delivered in Richmond schools. This recommendation is for the full amount requested.

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Staff Comments /
Conditions:

None



**Multi-Year Grant Application for 2019
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: \$50,000
Proposal Title: 2019 Health, Social and Safety Grant
Number Served: Richmond Residents: 7700

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 19,294 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:

none

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,040,966.00	2,109,383.00
Total Expenses:	2,010,535.00	2,109,383.00
Annual Surplus or (Deficit):	8,390.00	0.00
Accumulated Surplus or (Deficit):	44,590.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$50,000	Health, Social & Safety
2017	\$49,392	Health, Social & Safety
2016	\$48,903	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$50,000

Recommendation:

This Multi-Year (Year 2) grant will support crisis response services, community engagement and outreach and advocacy programs. The recommendation is for the full amount requested.

Staff Comments /

Conditions:

None



Grant Application Summary for 2019 Health, Social & Safety Program

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

Society: Church on Five
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: 225
Richmond Residents: 225

Grant Request Summary:

Our mandate for Food For Life remains the same and this mission has continued to operate the same way. We believe that the attendees to Food For Life come not only for the meal but in many cases, for the social interaction that they would not have elsewhere. We have a large number of Mandarin and Cantonese-speaking guests and also encourage our Chinese-speaking counterparts from the Chinese church to participate in translation and community-building with them. As well, our volunteers come from various places such as local high schools, Royal Bank, other churches, etc. As they work together each week, there is a bond that builds within the volunteer group, too. Hopefully, all of this is building a greater sense of community in Richmond. We also bring in community services like RPL, health services info to the church and try and refer out as well.

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:	430,975.00	0.00
Total Expenses:	430,100.00	0.00
Annual Surplus or (Deficit):	875.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

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Health, Social & Safety 2019
Church on Five

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

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

This is our church's overall financial statements for the year.

Current Year:

Our Food For Life community meal is a ministry within the church to help in the community and our budget generally is about 23000 per year for the meals alone.

Explanation for Accumulated Surplus or (Deficit):

based on overall figures for 2018 which we are still in calendar year

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$3,000.00	Health, Social & Safety
2017	\$2,690.00	Health, Social & Safety
2016	\$2,635.00	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	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$5,000.00
purchasing of groceries and supplies	
TOTAL	<u>\$5,000.00</u>

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	RCRG	Amount	\$5,000.00
Funder 2 Name	RBC - Team RBC grants	Amount	\$5,000.00
Funder 3 Name	GP - 200	Amount	\$0.00

Health, Social & Safety 2019
Church on Five

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

Amount Your Society will Provide:	<u>\$10,000.00</u>
Total Proposed Budget:	<u>\$5,000.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$3,500

Recommendation:

This grant will assist with supplies for the Food for Life program, a free, weekly community meal that serves mainly disadvantaged groups, new immigrants, and seniors. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None



Grant Application for 2019
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: \$40,000

Proposal Title: CMWAC Community Services Delivery

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 15000

Richmond Residents: 12000

Grant Request Summary:

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

Richmond Services Received by Your Organization:

The Association uses some of the Richmond facilities such as the public library community space to organize public events and workshops. The Association has also organized cultural events at the Minoru Cultural Center and the City Center Community Center.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	109,743.00	122,543.00
Total Expenses:	123,148.00	128,886.00
Annual Surplus or (Deficit):	(13,405.00)	(6,343.00)

GP - 202

Health, Social & Safety 2019**Over \$5000****Multi Year - Year 1****Community Mental Wellness Association of Canada****Summary Page 2**

Accumulated Surplus or (Deficit):	0.00	0.00
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Explanation for Annual Surplus or (Deficit):**Last Complete Year:**

It is due to the timing of the operating expenses incurred. CMWAC does not accumulate much reserve for future operation.
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Current Year:

Same as above

Explanation for Accumulated Surplus or (Deficit):

Same as above

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$9,739	Health, Social & Safety
2017	\$9,548	Health, Social & Safety
2016	\$9,352	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$12,000.00
Consultant Services	\$4,300.00
Volunteer Support (e.g. expenses, recognition)	\$3,800.00
Office Rent or Mortgage	\$14,100.00
Utilities and Telephone	\$2,100.00
Supplies	\$1,500.00
Equipment	\$400.00
Photocopying	\$500.00
Program Materials	\$800.00
Local Travel	\$500.00
Other	\$0.00
TOTAL	<u>\$40,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming	\$40,000
Funder 2 Name	Service Canada's New Horizons Program	\$11,300
Funder 3 Name	Richmond Community Foundation	\$2,500

Amount Your Society will Provide: GP - 203	<u>\$34,000.00</u>
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Total Proposed Budget: \$130,000.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$10,000

Recommendation:

This Multi-Year(Year 1) grant will support mental wellness education, workshops and referrals to other community services.The recommendation is for the same level as last year, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Company of Disciples Christian Ministries Society

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

Proposal Title: Chauffeuring and Delivering Groceries for the Elderly in Richmond

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 400

Richmond Residents: 400

Grant Request Summary:

The Need: Volunteer drivers to deliver groceries or chauffeur the elderly who reside in Richmond during a workday. There are not enough people to volunteer during working hours when the need is the greatest.

Proposed Activities: Our organization will rent Car2Go vehicles for working professionals in our community so that they can volunteer 1hr during their workday to deliver grocery packages ordered by the elderly or chauffeur them to their appointments or activities.

Community Benefits:

1) Working professionals who live in Richmond but work in Vancouver: This program provides a platform that is flexible for working professionals who want to volunteer and help their local community but don't have access to a vehicle since most of them transit to work. By offering this program, more working professionals would be able to volunteer to meet the increasing demand of the growing elderly population in Richmond.

2) Elderly resident in Richmond: This program will benefit the elderly not only to meet their basic needs of groceries and getting to and from their medical appointments and social activities but also inter-generational connection among the young working professionals thereby creating a bridge between generations

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	GP 3,205.00	6,434.00

Health, Social & Safety 2019
Company of Disciples Christian Ministries Society

Over \$5000 Single Year
Summary Page 2

Total Expenses:	36,149.00	8,206.00
Annual Surplus or (Deficit):	(3,128.00)	(1,771.00)
Accumulated Surplus or (Deficit):	10,228.00	8,457.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

There was a surplus from the previous year and therefore we allocated some funds to make some improvements to our website and social media engagements

Current Year:

We decided to organize a Richmond Community Day in the summer that was not in the budget. The board voted and decided to move forward with the project to enable our community of business professionals to volunteer and participate and engage with local non-profits and the City

Explanation for Accumulated Surplus or (Deficit):

Will allocate the surplus to this project of delivering groceries for the elderly and driving them to their medical appointments

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	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$2,000.00
Local Travel	\$13,000.00
Other	\$0.00
TOTAL	<u>\$15,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name BC Community Gaming Grant

\$15,000 Funder 2 Name

Funder 3 Name

GP - 206

Amount Your Society will Provide:	<u>\$10,000.00</u>
Total Proposed Budget:	<u>\$40,000.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$0

Recommendation:

This request is to pay for Car2Go expenses of volunteers residing in Richmond but working in Vancouver so they can pick up groceries on their way to or from work, or during their work day, to deliver to isolated seniors registered at the Better at Home program administered by Richmond Cares, Richmond Gives (RCRG). The partnership had not been confirmed with RCRG. Denial is recommended.

Staff Comments /
Conditions:

None



Multi-Year Grant Application for 2019

Health, Social & Safety Program

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

Society: Family Services of Greater Vancouver

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

Grant Request: \$48,007

Proposal Title: Richmond Counselling, Support and Therapeutic Education Program

Number Served: Richmond Residents: 200

Grant Request Summary:

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

Changes that will impact grant use:

There are no changes expected that will impact the grant use.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	25,343,099.00	27,443,305.00
Total Expenses:	25,855,921.00	27,705,946.00
Annual Surplus or (Deficit):	(512,822.00)	(262,641.00)

GP - 208

Health, Social & Safety 2019
Family Services of Greater Vancouver

Over \$5000 Multi Year - Year 2
Summary Page 2

Accumulated Surplus or (Deficit):	466,569.00	203,928.00
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Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The annual deficit is 512,822 due to investment spending for fundraising and communications and timing of expenses related to fiscal 2016-2017. The fiscal 2017-18 year has been audited without restatement of the previous fiscal year.

Current Year:

The projected annual deficit will be offset by accumulated surplus.

Explanation for Accumulated Surplus or (Deficit):

Accumulated surplus is the net total of the accumulated surplus (deficits) of over 100 programs to be offset by program deficits in the future.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$48,007	Health, Social & Safety
2017	\$47,066	Health, Social & Safety
2016	\$47,066	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$48,007

Recommendation:

This Multi-Year (Year 2) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommendation is for the full amount requested.

Staff Comments /

Conditions: None



**Grant Application for 2019
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: \$16,300

Proposal Title: Office and Administrative Operations

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1200

Richmond Residents: 1100

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 850 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.

Please note we have experienced the rising cost of rent in the LM and have therefore recently moved office location to reduce rent (we are still located in the same building).

Richmond Services Received by Your Organization:

Last year was out third year of a 3 year funding cycle where we received \$11,500. We do not receive any other City of Richmond services.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	165,164.71	165,000.00

GP - 210

Health, Social & Safety 2019
Heart of Richmond AIDS Society

Over \$5000 Multi Year - Year 1
Summary Page 2

Total Expenses:	178,811.66	(13,646.95)
Annual Surplus or (Deficit):	(13,646.95)	0.00
Accumulated Surplus or (Deficit):	(6,172.05)	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Moderate deficit due to increased rent increased cost of food (for the monthly dinners).

Current Year:

Expected to break even- we have moved office locations to save on rent.

Explanation for Accumulated Surplus or (Deficit):

The Accumulated Deficit is small and will be reduced how that out outreach worker is part time.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$11,500	Health, Social & Safety
2017	\$11,500	Health, Social & Safety
2016	\$10,750	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$1,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$14,800.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$16,300.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Annual Fundraiser	\$8,000
Funder 2 Name	BC Gaming	\$15,000

GP - 211

Funder 3 Name

Amount Your Society will Provide:	\$8,000.00
Total Proposed Budget:	<u>\$39,300.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$12,000

Recommendation:

This Multi-Year (Year 1) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for an increased level.

Staff Comments /
Conditions:

None



Grant Application Summary for 2019

Health, Social & Safety Program

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

Society: Minoru Seniors Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Wellness Connections Program
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 120
Richmond Residents: 120

Grant Request Summary:

Wellness Connections is an outreach program designed to assist at-risk, frail and isolated seniors 55+ to reconnect with their community and increase independence through participation in social, leisure and recreation programs. The program reduces isolation and improves the health of Richmond residents 55+ by removing barriers to participation and fills a gap in services for those not yet needing supervised health services but not able to independently access community centre programs. Clients are bused to and from their homes, enjoy education and leisure programming, adaptive fitness classes and a nutritious lunch in a social setting. The program utilizes volunteers to assist in its delivery and is offered four times a year, in eight week sessions with either a Chinese or English speaking option. Clients and their families and caregivers receive one-on-one leisure counselling and information referral to health and community services.

The Wellness Connections program involves extensive partnerships and collaboration between the City of Richmond, Vancouver Coastal Health (VCH), Minoru Seniors Society and other Community Partners. Over time the program funding structure has shifted and in the past two years of receiving the City Grant to offset some of the user-fee (from \$240 to \$170), participation in the program has steadily increased, expanding its impact. In order to support and expand Wellness Connections, outside grant applications have been made specifically aimed at targeting other hard-to-reach and vulnerable seniors; Wellness Connections East Richmond, Wellness Connections Just for Men, and Wellness Connections Aqua are all areas under consideration for expanded program development. The Wellness Connections program supports Council Term Goal: A Vibrant, Active, Connected City as well as the Seniors Services Plan and Social Development Strategy directions to reduce barriers for isolated seniors and address the needs of an aging population.

Richmond Services Received by Your Organization:

Minoru Seniors Society is located in Minoru Place Activity Centre where funding for staff and building is provided by the City. Estimate at 1, 015,700 for the City portion of operations.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	554,864.00	936,100.00
Total Expenses:	517,699.00	935,900.00
Annual Surplus or (Deficit):	(39,729.00)	200.00
Accumulated Surplus or (Deficit):	308,526.00	302,019.70

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Seniors Centre will be moving to the Minoru Centre for Active Living in late 2018 / 2019. To prepare for the new facility the Society invested in increased staffing positions to support the successful transition.

Current Year:

Projected revenue has increased based on anticipated Food Service, Program and CLT increases.

Explanation for Accumulated Surplus or (Deficit):

The Society has been preparing to move to a new facility. Significant funds have been earmarked and fundraising is taking place, many of these funds will be used for purchases in advance of and as the transition occurs in 2018 / 2019.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$5,000.00	Health, Social & Safety
2017	\$5,000.00	Health, Social & Safety
2016	\$3,616.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits) GP - 214

\$1,200.00

Health, Social & Safety 2019
Minoru Seniors Society

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

Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$100.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$2,400.00
Other	\$1,000.00

A hot nutritious lunch is an important component of the program as it not only ensures the participants have a healthy meal but also provides important time to connect, become comfortable at the centre and socialize.

TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	New Horizons for Seniors Program (ESDC)	Amount	\$25,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

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

Total Proposed Budget: **\$5,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$5,000

Recommendation:

This grant is to support an outreach program to assist at-risk frail and isolated seniors through social, recreation & leisure programs. The recommendation is for the full amount requested.

Staff Comments / Conditions:

None

GP - 215



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Multicultural Helping House Society

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

Grant Request: \$15,000

Proposal Title: MHHS Community Service Programming

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1800

Richmond Residents: 1500

Grant Request Summary:

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

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

Richmond Services Received by Your Organization:

We are given free access to the following City facilities:

Brighthouse Elementary School Gym for Saturday activities.

Garrett Wellness Centre cooking class

Richmond Public Library for Workshops

Public Parks for some fitness classes

Health, Social & Safety 2019
Multicultural Helping House Society

Over \$5000 Multi Year - Year 1
Summary Page 2

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	672,078.00	598,934.00
Total Expenses:	689,967.00	598,934.00
Annual Surplus or (Deficit):	2,111.00	0.00
Accumulated Surplus or (Deficit):	336,424.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The last completed year surplus is minimal and insignificant, however, it is reflective of the companies strict adherence to budget.

Current Year:

The organization expects no surplus nor deficit at the end of the year. Any surplus or deficit, if it happens, will be very minimal due to the organization's firm observance of the budget and its implementing measures.

Explanation for Accumulated Surplus or (Deficit):

Last year's accumulated surplus reflects the organization's net worth for that period. These are not liquid assets and includes capital assets.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$8,956	Health, Social & Safety
2017	\$8,780	Health, Social & Safety
2016	\$8,599	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$27,456.00
Consultant Services	\$4,000.00
Volunteer Support (e.g. expenses, recognition)	\$3,000.00
Office Rent or Mortgage	\$1,200.00
Utilities and Telephone	\$0.00
Supplies	\$2,500.00
Equipment	\$0.00
Photocopying	\$150.00
Program Materials	\$1,250.00
Local Travel	\$1,000.00
Other	\$0.00

GP - 217

Health, Social & Safety 2019
Multicultural Helping House Society

Over \$5000 Multi Year - Year 1
Summary Page 3

TOTAL \$40,556.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	New Horizons (Federal)	\$5,000
Funder 2 Name	Canadian Heritage (Federal)	\$5,000
Funder 3 Name		

Amount Your Society will Provide: \$15,556.00

Total Proposed Budget: \$40,556.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$9,161

Recommendation:

This Multi-Year (Year 1) grant is to support the Health & Wellness Program providing disease prevention workshops to improve health and reduce social isolation for seniors and live-in caregivers. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Pacific Autism Family Centre Foundation

Grant Type: Over \$5000 Single Year

Grant Request: \$300,000

Proposal Title: Pacific Autism Family Network 2019 Grant Request

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 46560

Richmond Residents: 43060

Grant Request Summary:

We are requesting funds to support operations of the Centre including: marketing of day programs, therapy, medical services, employment training.

Richmond Services Received by Your Organization:

None.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,903,097.00	1,902,448.00
Total Expenses:	2,265,516.00	1,902,448.00
Annual Surplus or (Deficit):	(362,419.00)	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Foundation shortfall includes a large amortization amount. This does not accurately reflect our cash flow position

Current Year:

The current year we will spend only funds for which we are able to secure donations.

Explanation for Accumulated Surplus or (Deficit):

There is no expected surplus or deficit. We will spend every dollar we earn.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$150,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$100.00
Office Rent or Mortgage	\$48,000.00
Utilities and Telephone	\$2,400.00
Supplies	\$0.00
Equipment	\$3,000.00
Photocopying	\$0.00
Program Materials	\$96,500.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$300,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	General Donations	\$350,000
Funder 2 Name	Province of BC	\$20,000,000
Funder 3 Name	Federal Government of Canada	\$10,900,000

Amount Your Society will Provide:	<u>\$1,248,000.00</u>
Total Proposed Budget:	\$32,798,000

GRANT RECOMMENDATIONS

Recommended Amount: \$0

Recommendation: This Foundation provides any surplus to the Pacific Autism Family Centre Society, which is a controlled entity of the Foundation. In 2017, the Foundation donated \$477,504 to the Society. As organizations that fund other societies are not deemed eligible for a grant, and the application did not identify other operating grants being sought, no grant is recommended.

Staff Comments / Conditions: None



Grant Application Summary for 2019

Health, Social & Safety Program

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

Society: Pacific Post Partum Support Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$3,000
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 would provide 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 reduces barriers for mothers to access help. 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. Many of these mothers are having difficulty getting well, as they have no opportunities for breaks. 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 struggle to leave their infants with anyone, as it increases their anxiety; on-site childcare enables these mothers to both attend group and receive 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:

We receive free use of two rooms at Richmond Garratt Wellness Centre for our support 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:	366,604.00	362,356.00

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Health, Social & Safety 2019
Pacific Post Partum Support Society

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

Total Expenses:	356,646.00	362,356.00
Annual Surplus or (Deficit):	9,958.00	0.00
Accumulated Surplus or (Deficit):	110,362.00	110,362.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$2,000.00	Health, Social & Safety
2016	\$1,550.00	Health, Social & Safety
2015	\$1,515.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$7,020.00
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	\$644.00

Payroll processing fees \$144

GP - 222

Health, Social & Safety 2019
Pacific Post Partum Support Society

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

Administrative wages/expenses \$500

TOTAL \$7,664.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name Vancouver Coastal Health - **Amount** \$26,871.00
Richmond

Funder 2 Name **Amount** \$0.00

Funder 3 Name **Amount** \$0.00

Amount Your Society will Provide: **\$4,664.00**

Total Proposed Budget: **\$7,664.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$2,500

Recommendation:

This grant will contribute to the provision of an on-site childcare for mothers who attend the weekly support group for women experiencing postpartum depression or anxiety. Offering childcare for this group reduces barriers for mothers to access help and is an important component in mothers' recoveries. The recommendation is for an increased level.

Staff Comments /
Conditions:

None



**Grant Application for 2019
Health, Social & Safety Program**

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

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

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

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

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1500

Richmond Residents: 1280

Grant Request Summary:

We just want to provide meals and community to people who are on the outside of what most people take for granted.

Richmond Services Received by Your Organization:

Brighthouse Park has been fantastic for the Friday lunch program. Most of the other services are offered at the church.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	0.00	0.00
Total Expenses:	0.00	0.00
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:

no surplus

Current Year:

not known

Explanation for Accumulated Surplus or (Deficit):

none

MOST RECENT PREVIOUS GRANT(S) (if applicable)

GP - 224

Health, Social & Safety 2019
Parish of St. Alban's (Richmond)

Over \$5000

Single Year
Summary Page 2

Year	Amount	Grant program
2018	\$15,000	Health, Social & Safety
2017	\$15,315	Health, Social & Safety
2016	\$15,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$15,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$15,000.00
Supplies	\$15,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$46,500.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

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

Total Proposed Budget: **\$35,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$15,000

Recommendation:

This grant is to support homeless people and those living close to or below the poverty line who are in need of the community meal program, shower program, and information and referral services. The recommendation is for the full amount requested.

Staff Comments /

Conditions: None

GP - 225



Multi-Year Grant Application for 2019
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: \$35,027
Proposal Title: Pathways Clubhouse
Number Served: Richmond Residents: 385

Grant Request Summary:

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

Changes that will impact grant use:

No changes.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,888,458.00	2,801,096.00
Total Expenses:	2,843,753.00	2,813,252.00
Annual Surplus or (Deficit):	44,705.00	(12,156.00)
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Exceeded our fundraising goal for the new clubhouse space.

Current Year:

Deficit is our amortization.

Explanation for Accumulated Surplus or (Deficit):

-

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$35,027	Health, Social & Safety
2017	\$34,340	Health, Social & Safety
2016	\$34,340	Health, Social & Safety

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GRANT RECOMMENDATIONS

Recommended

Amount: \$35,027

Recommendation:

This Multi-Year (Year 2) grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2019
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: \$222,411
Proposal Title: Centre of Excellence in the Prevention of Substance Use, Misuse, Problem Gambling and other Addictive Behaviours
Number Served: Richmond Residents: 2500

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 developmental assets of our community members by supporting the development of positive coping skills, decision making skills through the workshops, training sessions and awareness events in Richmond. Our collaborative programming and overall community level prevention strategies go beyond teaching coping and decision making skills as we create partnerships with other agencies to help build the social connectedness in our city. Funding from the city supports RASS to operate a professional, highly regarded and accredited set programs and services. The target groups are children, youth, parents and seniors with culturally appropriate interventions and programs to engage, and educate our community. The benefits of our programming are seen in falling substance use rates across the community, increased community engagement and service contacts with our agency. In addition the partnerships, collaborative projects and programs illustrate the many benefits our community receives from the work being done at RASS. Examples of our collaborative and creative prevention programs are seen at the Richmond Youth Media Program at the City of Richmond Media Lab, Supporting Families Affected by Parental Mental Health and Substance Use and our annual National (Aboriginal) Addiction Awareness Week event.

Changes that will impact grant use:

There have been additions to the work plan from last year which included the Overdose Prevention and Education Network focused on two activation events in the City in the first quarter of 2018. This was supported by an additional grant received by RASS from Community Action Initiative. In addition to this work, RASS helped organize a parent workshop helping educate parents regarding the new changes in legislation regarding Cannabis. Given that RASS is able to react and fill gaps in services and as such these two initiatives were not included in our 2017 grant use and completed in 2018, the city can assume, that new initiatives can be added to the work plan that focus on prevention of harm and health promotion.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,359,391.00	1,881,549.00
Total Expenses:	1,359,391.00	1,881,549.00
Annual Surplus or (Deficit):	0.00	0.00
Accumulated Surplus or (Deficit):	61,814.00	61,814.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Balanced budget

Current Year:

Balanced budget

Explanation for Accumulated Surplus or (Deficit):

Carried forward from previous years.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$217,727	Health, Social & Safety
2017	\$213,458	Health, Social & Safety
2016	\$209,068	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$222,411

Recommendation:

This Multi-Year (Year 2) grant will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours. The same level is recommended, plus a Cost of Living increase.

Staff Comments /

Conditions:

None



Grant Application Summary for 2019

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 supporting emergency radio communications 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 Richmond Emergency Programs' Emergency Social Services (ESS), and playing a role with 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:	5,038.47	3,791.00
Total Expenses:	5,260.03	3,791.00
Annual Surplus or (Deficit):	(221.56)	0.00

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Health, Social & Safety 2019
Richmond Amateur Radio Club

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

Accumulated Surplus or (Deficit): 2,591.86 2,813.42

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Unexpected repairs to damaged radio equipment and acquisition of new replacement radio.

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

Accumulated surplus is due to synchronization of grant approval date (Mar.) and date of Society's annual swap meet event with fiscal year end (Oct. 31), and delayed repairs and equipment acquisition under emergency communications program, therefore, not allowing time for surplus from current year's grant and extra revenues to be spent.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$1,646.00	Health, Social & Safety
2017	\$1,614.00	Health, Social & Safety
2016	\$1,581.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$400.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$200.00
Equipment	\$700.00
Photocopying	\$0.00
Program Materials	\$400.00
Local Travel	\$0.00
Other	\$500.00

Training logistics - materials and rentals

TOTAL \$2,200.00

Financial Assistance from Other Sources (if applicable)

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

Amount Your Society will Provide: \$1,250.00

Total Proposed Budget: \$2,200.00

GRANT RECOMMENDATIONS

Recommended
Amount: \$1,684

Recommendation:

This grant will assist with radio station maintenance, volunteer support, training and education expenses for amateur radio operations for local community events. The same level is recommended, plus a Cost of Living increase.

Staff Comments /
Conditions:

None



**Multi-Year Grant Application for 2019
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: Strong and Healthy Families
Number Served: Richmond Residents: 6900

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 12 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:

We are intending to use the funds for the same purposes.

We will only be receiving \$20,000 instead of \$42,000 in core funding from the United Way in 2019-2020 as they move to their new strategic direction. This may have an impact on our core funding, and programming if we do not have support from other funders. We are waiting to hear how other funding opportunities will roll out over the coming three months.

FINANCIAL INFORMATION

Your Society's Budget:

Last Complete Year
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Health, Social & Safety 2019
Richmond Family Place Society

Over \$5000 Multi Year - Year 2
Summary Page 2

		<u>Proposed Year</u>
Total Revenue:	796,226.00	772,653.00
Total Expenses:	752,282.00	770,685.00
Annual Surplus or (Deficit):	43,944.00	1,968.00
Accumulated Surplus or (Deficit):	192,039.00	194,007.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Strong Fiscal Discipline - Having a surplus budget , demonstrates that the organization has excellent fiscal discipline and sound financial planning .

The organization also unexpectedly received the remaining hold back of a three year grant despite being informed that the funds were not completely utilized. This could not have been anticipated and makes our small surplus planned larger than anticipated.

Current Year:

Following good fiscal responsibility and risk management practices a small surplus to ensure a reserve fund to deal with emerging maintenance and equipment needs and to provide a healthy accumulated surplus for cash flow and reserves.

Explanation for Accumulated Surplus or (Deficit):

Following good fiscal responsibility and risk management practices a small surplus to ensure a reserve fund to deal with emerging maintenance and equipment needs and to provide a healthy accumulated surplus for cash flow and reserves.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$27,000	Health, Social & Safety
2017	\$25,825	Health, Social & Safety
2016	\$25,294	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$28,000

Recommendation:

This Multi-Year (Year 2) grant is for family support programs and other preventative services for families

with children up to 12 years. The recommendation is
for an increased level.

**Staff Comments /
Conditions:**

None



Grant Application Summary for 2019 Health, Social & Safety Program

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

Society: Richmond Food Bank Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Communities Mobilizing for Justice - Addressing Poverty through Dialogue to Action
Grant Purpose: Operating Assistance
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 250+
Richmond Residents: 250+

Grant Request Summary:

City of Richmond funds will be used exclusively for staff wages (1 part time project coordinator and 1 part time communications coordinator). The overall objective of

the project is to test the theory that establishing and supporting a self-advocacy network made up of individuals with lived experiences will meaningfully address poverty in Richmond.

Short term: Capacity Building - Network members will take advantage of training and education in literacy, leadership, advocacy, public speaking, handling the media, and knowledge of various acts, regulations and bylaws that affect them.

Medium term: Empowerment - Expected outcomes are that network members will increase their self-confidence and ability to speak out in public on issues that affect their everyday participation in civil society and will share their discoveries and findings with each other and wider audiences. Network members will inspire the need for a made-in-Richmond poverty reduction strategy.

Long term: Change at Many Levels- Specific objectives are that network members will join Richmond PRC task forces (Housing, Transportation, Food, etc) and lend their experience to the conversation that will inform future PRC advocacy activities. Network members will get 'plugged-in' to programs in the community that serve everybody, instead of being pushed only into services 'for the poor.' General public will learn about visible and invisible barriers in the community that prevent residents experiencing poverty from meaningful participation. The Network will become a driving force for systemic change in the community around issues that disproportionately affect people in poverty.

Richmond Services Received by Your Organization:

Family Services of Greater Vancouver book space in the Caring Place for our monthly meetings and for our bi-weekly project workshops, at no cost.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	7,480.00	18,693.00
Total Expenses:	20,176.00	23,954.00
Annual Surplus or (Deficit):	12,696.00	(5,261.00)
Accumulated Surplus or (Deficit):	4,400.00	10,079.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

A 5000 donation received from the BCGEU allowed the PRC to host the first ever Richmond Poverty Action Forum in September 2017.

Current Year:

The deficit reflects expenses associated with the start up of the current 'Dialogue to Action' project in advance of receiving all the funding streams.

Explanation for Accumulated Surplus or (Deficit):

as above

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$5,000.00	Health, Social & Safety
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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

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Health, Social & Safety 2019
Richmond Food Bank Society

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

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 Foundation	Amount	\$28,500.00
Funder 2 Name	Literacy Richmond	Amount	5000.00
Funder 3 Name	Richmond Community Foundation	Amount	10000.00

Amount Your Society will Provide: **\$10,400.00**

Total Proposed Budget: **\$5,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$5,000

Recommendation:

This grant will support the Poverty Response Committee's Self-Advocacy Network project to build capacity in the community and address poverty in Richmond. The recommendation is for the full amount requested.

Staff Comments /
Conditions:

None



Multi-Year Grant Application for 2019
Health, Social & Safety Program

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

Society: Richmond Mental Health Consumer and Friends Society
Grant Type: Over \$5000 Multi Year - Year 2
Grant Request: \$10,000
Proposal Title: Funding for Richmond Mental Health Consumer & Friends Society (RCFC) Peer Support Social Group (PSSG)
Number Served: Richmond Residents: 36

Grant Request Summary:

The Peer Support Social Group (PSSG) has been working towards empowering and re-integrating mental health consumers into the community through volunteer work and social activities. The group is open to all Chinese-speaking and non-Chinese speaking Richmond-based mental health consumers, who are over 18 years old, with a specific target of mental health consumers in various stages of recovery. With this grant we have been offering social and volunteer activities, encouraging consumers to participate and help in the planning of both in-house and community outings such as going out for lunch, cooking, singing karaoke, learning card or board games and going to the gym. The goal of this group was to maintain the health and wellbeing of a vulnerable population, while also improving their personal abilities, diminishing their social awkwardness, and achieving their personal goals. The community benefits from this program because it promotes a positive mental health community that supports one another and their self-improvement. Our group has also been good neighbours and demonstrated social responsibility by growing food for the Richmond Food Bank, preparing harm reduction kits for the Ann Vogel clinic and helping the RCFC with other administration tasks. This group has been run in-house at our office and in the community, weekly, on Monday afternoons from the Richmond Public library as computer literacy, on Wednesdays as social activity club, and on Fridays as a gardening group during the warmer months and a cooking group during the rest of the year. While the group has been run by a trained Mental Health Peer Support Worker, some of the responsibilities of leading activities, shopping for supplies, and preparing refreshments are rotated throughout the group to promote leadership. The Peer Support Social Group has given many consumers a chance to thrive in the City of Richmond by offering hope, resources, support and a place to belong.

Changes that will impact grant use:

The biggest difference, between the proposed and actual grant use by the Peer Support Social Group, is the number of users partaking in this program. Our initial estimate of 20 unique users has nearly doubled, now reaching 37 and still growing. During each four week period, the program runs, on average, 12 programs and averages 75 mental health contacts with 35 more contacts by outreach. The high demand for this group has caused us to run some merged groups, consisting of both participants from the PSSG and our Therapeutic Recreation Program.

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For a short period of time, our recreation program has been able to cover some of the additional cost pressures caused by this increase in participation in the PSSG. This has made it possible for us to keep accepting new mental health consumers who want to take part in a PSSG group, without resorting to a wait-list system. However, this additional support is time limited, only available due to funds from wages freed while we were looking for a new Recreation Coordinator. Starting in April of 2019 our new recreation budget will be very limited and support for the PSSG will not be available. Unfortunately, without additional funding, we may have to reduce the number of groups and wait-list new participants.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	293,430.44	300,326.21
Total Expenses:	268,879.20	297,292.80
Annual Surplus or (Deficit):	24,551.24	3,033.41
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus was retained funds that were applied to the 2018-19 budget to allow a transition to a new Executive Director/ Financial Manager.

Current Year:

The surplus is to cover addition expenses that may occur during the transition.

Explanation for Accumulated Surplus or (Deficit):

Discretionary funds for our Board of Directors strategic priorities.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$5,000	Health, Social & Safety
2017	\$3,841	Health, Social & Safety
2016	\$3,762	Health, Social & Safety

GRANT RECOMMENDATIONS**Recommended****Amount:** \$5,250**Recommendation:**

This Multi-Year (Year 2) operating grant will support the Mental Health Peer Social Group Program which offers social and volunteer activities for those with mental illness, as well as experience with program administration. The recommendation is for an increased level.

Staff Comments /**Conditions:**

None



**Multi-Year Grant Application for 2019
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: 3000

Grant Request Summary:

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

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

Changes that will impact grant use:

n/a

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	839,815.00	622,215.00
Total Expenses:	1,017,882.00	623,131.00
Annual Surplus or (Deficit):	(178,067.00)	915.70
Accumulated Surplus or (Deficit):	167,391.00	166,475.30

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In our fiscal year ending August 31, 2017, we had invested surplus dollars into programming and made the conscious decision to have a deficit.

Health, Social & Safety 2019
Richmond Multicultural Community Services

Over \$5000 Multi Year - Year 2
Summary Page 2

I do not have my final audited numbers for 2017/2018 with adjustments as our AGM is in November.

Current Year:

We do not foresee a surplus or deficit.

Explanation for Accumulated Surplus or (Deficit):

Our funders require us to demonstrate that we are able to support 3 months expenses in the event of a delay in payments.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$12,000	Health, Social & Safety
2017	\$10,976	Health, Social & Safety
2016	\$10,750	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$12,500

Recommendation:

This Multi-Year (Year 2) grant will support the operating expenses of immigrant, refugee and welcoming community programs. The recommendation is for an increased level.

Staff Comments /

Conditions:

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Richmond Society for Community Living

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

Grant Request: \$20,000

Proposal Title: Family Resource Program

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 5000

Richmond Residents: 5000

Grant Request Summary:

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

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

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

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

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Richmond Services Received by Your Organization:

RSCL receives tax exemption for five residential properties which are part of RSCL's Supported Living Program and are home to 18 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. In October 2018, RSCL was awarded the contract for the Keltic Brighthouse Early Childhood Development Hub which will open in 2021.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	14,248,889.00	14,952,819.00
Total Expenses:	14,001,119.00	14,952,819.00
Annual Surplus or (Deficit):	247,770.00	0.00
Accumulated Surplus or (Deficit):	(229.00)	(229.00)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The annual surplus was needed to off-set the deficit accumulated in the previous years.

Current Year:

There is no planned surplus/deficit in this fiscal year.

Explanation for Accumulated Surplus or (Deficit):

RSCL has a negligible accumulated deficit

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$15,000	Health, Social & Safety
2017	\$15,000	Health, Social & Safety
2016	\$15,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$15,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
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Health, Social & Safety 2019
Richmond Society for Community Living

Over \$5000 **Multi Year - Year 1**
Summary Page 3

Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$5,000.00

workshops, specialized counselling services, special events

TOTAL **\$20,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name **Direct Access - Community Grants**

\$13,000 Funder 2 Name

Funder 3 Name

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

Total Proposed Budget: **\$38,000.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$15,500

Recommendation:

This Multi-Year (Year 1) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for an increased level.

Staff Comments / Conditions:

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Richmond Stroke Recovery Centre

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

Grant Request: \$5,000

Proposal Title: To support stroke survivors enjoy an improved quality of life provide stroke

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 6500

Richmond Residents: 1000

Grant Request Summary:

To allow people with disabilities to feel a part of the community with inclusion, participation and overall worthy citizens

Richmond Services Received by Your Organization:

Room rental at South Arm Community Centre @ \$5.00 per member annually

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	14,297.00	19,304.00
Total Expenses:	7,010.74	5,650.62
Annual Surplus or (Deficit):	2,713.74	13,653.37
Accumulated Surplus or (Deficit):	0.00	13,653.37

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

COORDINATOR POSITION WAS PERFORMED BY VOLUNTEER FOR 8 MONTHS @ NO COST

Current Year:

RECEIVED CHARITABLE DONATIONS 4098

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2016	\$0	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$100.00
Office Rent or Mortgage	\$250.00
Utilities and Telephone	\$0.00
Supplies	\$125.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$4,295.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$4,770.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	CIBC	\$1,000
Funder 2 Name	RICHMOND FIREFIGHTYERS SOCIETY	\$1,200
Funder 3 Name	RICHMOND SERVICE GROUPS	\$200

Amount Your Society will Provide:	<u>\$2,570.00</u>
Total Proposed Budget:	<u>\$9,570.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$1,500

Recommendation:

To support educational, recreational and therapeutic activities for stroke survivors, family and caregivers. BC Gaming Grant also sought. South Arm provides meeting space.

Staff Comments /
Conditions:

None

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**Grant Application for 2019
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: \$41,650

Proposal Title: Richmond Women's Resource Centre - Women Support Services Program

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 7000

Richmond Residents: 7000

Grant Request Summary:

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

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

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

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

Richmond Services Received by Your Organization:

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	120,099.00	144,500.00
Total Expenses:	126,244.00	144,500.00
Annual Surplus or (Deficit):	(6,145.00)	0.00
Accumulated Surplus or (Deficit):	40,858.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

While there is a small increase in our fundraising revenue, the amount of donation was less than last year.

Current Year:

N/A. We budgeted a balanced budget for the current year.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Aount	Grant Program
2018	\$24,000	Health, Social & Safety
2017	\$20,420	Health, Social & Safety
2016	\$20,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$27,072.50
Consultant Services	\$1,666.00
Volunteer Support (e.g. expenses, recognition)	\$416.50
Office Rent or Mortgage	\$4,165.00
Utilities and Telephone	\$416.50
GP - 250	

Health, Social & Safety 2019
Richmond Women's Resource Centre

Over \$5000 Multi Year - Year 1
Summary Page 3

Supplies	\$2,915.50
Equipment	\$833.00
Photocopying	\$0.00
Program Materials	\$4,165.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$41,650.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming	\$50,000
Funder 2 Name	TJX Canada	\$5,000
Funder 3 Name		

Amount Your Society will Provide: **\$26,850.00**

Total Proposed Budget: **\$123,500.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$25,000

Recommendation:

This Multi-Year (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. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None



Multi-Year Grant Application for 2019

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: \$20,000
Proposal Title: Connections Youth Resource Centre
Number Served: Richmond Residents: 1650

Grant Request Summary:

The grant will be used to support a portion of the Connections Youth Resource Centre (CYRC) 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, a community based online magazine for youth, home work clubs and various community events which will engage and inform community members about the services, supports, opportunities for youth and families in Richmond. We will also be supporting youth in care with career and life skills supports.

Changes that will impact grant use:

NA

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	913,287.00	1,174,470.00
Total Expenses:	1,190,000.00	1,174,481.00
Annual Surplus or (Deficit):	2,760,000.00	11.00
Accumulated Surplus or (Deficit):	645,773.00	645,773.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Last year we had a gap in funding for two core programs that were expected to be renewed.

Current Year:

NA

Explanation for Accumulated Surplus or (Deficit):

The agency owns one location, has reserves for operational requirements that have been developed over the past 40 years including the sale of a previously owned property.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$14,000	Health, Social & Safety
2017	\$13,186	Health, Social & Safety
2016	\$5,000	Professional and Program Development

GRANT RECOMMENDATIONS

Recommended

Amount: \$14,321

Recommendation:

This Multi-Year (Year 2) grant will support the Connections Youth Resource Centre's Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The same level is recommended, plus a cost of living increase.

Staff Comments /

Conditions:

None



**Grant Application for 2019
Health, Social & Safety Program**
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Senior Link - Independent Living Society

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

Grant Request: \$12,000

Proposal Title: Reaching Isolated Seniors for the Health of the Community

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1600

Richmond Residents: 1200

Grant Request Summary:

Our main goal is to reach isolated seniors in Richmond. Despite many social programs in the community, there is a gap of seniors who are at home, who are not able to participate in community programs, due to the fact they are unable to attend due to mental and physical disabilities. We are requesting the funds to fill this gap, for the seniors and family caregivers, who are needing support from a community organization that caters to seniors and their caregivers concerns.

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:	2,253.25	8,000.00
Total Expenses:	11,701.54	11,321.00
Annual Surplus or (Deficit):	(9,448.29)	(3,321.00)
Accumulated Surplus or (Deficit):	0.00	(12,769.29)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Senior Link was given support from Angels There for You and community support donations in previous years but SL retained its current status with Govt filings. Last year a consultant was hired to reactivate and produce a 3 Senior Link newsletters as well as 2 events. This cost was funded by Angels There for You and the deficit is owing as a result of this.

Current Year:

Health, Social & Safety 2019
Senior Link - Independent Living Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

We are hosting a Seniors Yuletide luncheon for the public in Richmond and are planning to increase our membership, as well as provide a group trip to Victoria for seniors, and a Spring Tea for Two. We produce a Senior Link Newsletter 3 times per year, Spring, Fall and Winter to hand out in the Community of Richmond. Removing seniors from isolation, enhancing their opportunity to be creative, involved and support Senior Link Independent Living Society.

Explanation for Accumulated Surplus or (Deficit):

We still rely on Angels there for you for both in kind and monetary support to carry on these programs for seniors as we invite their clients to all of our events.

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	\$1,200.00
Volunteer Support (e.g. expenses, recognition)	\$3,000.00
Office Rent or Mortgage	\$1,800.00
Utilities and Telephone	\$480.00
Supplies	\$1,560.00
Equipment	\$1,200.00
Photocopying	\$1,800.00
Program Materials	\$960.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$12,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Canada Govt New Horizons	\$5,000
Funder 2 Name	Angels There for You	\$14,800
Funder 3 Name		

Amount Your Society will Provide:	<u>\$8,000.00</u>
Total Proposed Budget:	<u>\$39,800.00</u>

GRANT RECOMMENDATIONS

Recommended Amount:	\$0	GP - 255
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Recommendation:

This request is to provide outreach to isolated seniors in Richmond. The society's deficit of \$9,448 far exceeds their revenue, received through a business, Angels There For You (listed at same address, common Executive Director/General Manager), which also provides referrals. As other referring agencies are not identified, and grants cannot be used to fund a deficit, denial is recommended.

**Staff Comments /
Conditions:**

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: Stigma-Free Society

Grant Type: Over \$5000 Single Year

Grant Request: \$9,000

Proposal Title: Stigma-Free Zone School Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 3000

Richmond Residents: 750

Grant Request Summary:

The Stigma-Free Zone School Program is a community-based participatory program that aims to promote mental health and reduce stigma of all kinds and to support youth dealing with stigma. The program also educates students grades 7-12 to be respectful and non-judgmental towards others. There are numerous stigmas in society, such as mental health issues, that contribute to many young people feeling alienated and not being accepted and understood by their peers. This Program encourages students to be agents of change by learning about the stigmas that cause others to be seen as 'different.' Students are educated about the trauma caused by bullying and recognize the negative consequences. Importantly, youth are prompted to take action against stigma in their school and as part of their daily lives. Following the presentation, students are encouraged to participate in the Stigma-Free Test and Stigma-Free Pledge, encouraging them to assess their views and perceptions.

Program Objectives

- To reduce stigmatizing attitudes and behaviour among students;
- To build mental health resilience among students;
- To promote help-seeking behaviour when students face mental health challenges;
- To cultivate students' compassion and respect toward stigmatized individuals, which helps to reduce bullying;
- To foster students' acceptance towards themselves and others.

Schools are given the option to work towards a Stigma-Free Zone designation for their school. Students, teachers and counsellors of participating schools engage in on-going

activities to promote mental health and reduce stigma.

Benefits to the City of Richmond

Presentations to 750+ Students in Grades 7-12 in City of Richmond.

In Spring 2019, the Society will be negotiating a Contract with the Richmond School District for Stigma-Free Zone presentations to 11 Secondary schools and 38 Elementary schools starting in September 2019. This will significantly increase the number of youth reached in the City of Richmond.

Richmond Services Received by Your Organization:

Not applicable

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	279,944.00	298,116.00
Total Expenses:	245,730.00	298,116.00
Annual Surplus or (Deficit):	34,214.00	0.00
Accumulated Surplus or (Deficit):	38,064.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Stigma-Free Society has been growing rapidly for the past two fiscal periods that has resulted in a small amount of surplus dollars. The Society is also expanding program delivery each year as more dollars are raised. The Society has between 25-33 funders per fiscal year and it is often difficult to determine repeat funding. However, the Charity has been successful in securing new funders each year making up for any potential deficit. Instead of ending each fiscal year with zero dollars, it is in the Society's best interests to have a small surplus of 12%- 15% of projected revenue annually that will safely carry the Society programming into the next fiscal year.

Current Year:

2018-2019 Financial Year will not be completed until 31 March 2019. Current Budget is projections only.

Explanation for Accumulated Surplus or (Deficit):

The Stigma-Free Society has been growing rapidly for the past two fiscal periods that has resulted in a small amount of surplus dollars. The Society is also expanding program

delivery each year as more dollars are raised. The Society has between 25-33 funders per fiscal year and it is often difficult to determine repeat funding. However, the Charity has been successful in securing new funders each year making up for any potential deficit. Instead of ending each fiscal year with zero dollars, it is in the Society's best interests to have a small surplus of 12%- 15% of projected revenue annually that will safely carry the Society programming into the next fiscal year.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$13,080.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$25.00
Supplies	\$125.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$750.00
Local Travel	\$300.00
Other	\$2,065.00

Presenter, development & training, \$125

Presentation video, \$250

Program insurance, \$140

Evaluation, \$50

Print & Promotion, \$875

Website & maintenance, \$625

TOTAL \$16,345.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Coast Mental Health	\$5,000
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Health, Social & Safety 2019
Stigma-Free Society

Over \$5000

Single Year
Summary Page 4

Funder 2 Name Park Place Foundation

\$2,000

Funder 3 Name

\$345.00

Amount Your Society will Provide:

Total Proposed Budget:

\$16,345.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$2,000

Recommendation:

This grant will support a community based participatory program that aims to promote mental health, reduce stigma and support youth dealing with stigma. This program, given to Steveston-London Secondary students, will be expanded to other secondary and elementary schools in 2019. The recommendation is for partial funding.

Staff Comments /

Conditions:

None



**Grant Application for 2019
Health, Social & Safety Program**

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

Society: The Kehila Society of Richmond

Grant Type: Over \$5000 Single Year

Grant Request: \$10,500

Proposal Title: Parent and Youth Educational Program Project

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 700

Richmond Residents: 600

Grant Request Summary:

We are asking the city of Richmond to partner with us via funding assistance to help heighten awareness for parents and youth in the Richmond community at large on issues that are facing them in their daily lives and to equip them with the tools, support and resources to manage these issues more effectively. This series of workshops, open to the community, in a partnership manner, include such topics as :

How social media is impacting our lives

Dealing with Anxiety and Depression

How to manage conflict effectively and without violence

Stress management

Financial management - educating parents and youth

Racism and Hate crimes

After each workshop evaluation forms would be distributed to ask about effectiveness and how to improve. Through these evaluation forms we will ask for further topics of interest and resources wanted. This will enable us to reach out to other local Richmond agencies that could assist on the resource side.

This project will be coordinated by the Kehila Society of Richmond's Co Executive Director Lynne Fader, who has over 20 years of experience in this area. The workshops will be implemented by contacting speakers who are experts on specific topics and scheduling presentations and workshops throughout the year in Richmond.

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This program will benefit all local Richmond residents who are parents and youth on a no charge basis. Networking will also be encourage to develop further benefits to those who attend.

Richmond Services Received by Your Organization:

At this time we receive no support from the City of Richmond other than elected officials attending our holiday events.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	125,415.00	158,500.00
Total Expenses:	115,410.00	162,811.00
Annual Surplus or (Deficit):	10,005.00	(4,311.00)
Accumulated Surplus or (Deficit):	10,144.00	5,833.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Funds received and timing.

Current Year:

Funds moved over from last year to cover the deficit.

Explanation for Accumulated Surplus or (Deficit):

Expanding our programs and using our surplus for that, because of directive funds that we have received.

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	\$5,000.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,500.00
Local Travel	\$0.00

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Health, Social & Safety 2019
The Kehila Society of Richmond

Over \$5000

Single Year
Summary Page 3

Other

\$0.00

TOTAL

\$10,500.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name Jewish Federation of Greater Vancouver

\$5,000

Funder 2 Name General Donors for our society

\$5,000

Funder 3 Name

Amount Your Society will Provide:

\$2,500.00

Total Proposed Budget:

\$18,000.00

GRANT RECOMMENDATIONS

Recommended

Amount:

\$0

Recommendation:

This grant request is for a series of workshops (e.g. parenting, social media awareness). Future topics will be based on requests. Partnerships with Richmond may result, depending on the topics identified. As no Richmond-based agencies are currently identified as partners, although they offer similar workshops, the recommendation is to deny funding.

Staff Comments /

Conditions:

None



Grant Application Summary for 2019 Health, Social & Safety Program

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

Society: Touchstone Family Association

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

Grant Request: \$5,000

Proposal Title: Street Smarts Program

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 40

Richmond Residents: 40

Grant Request Summary:

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

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	3,392,099.00	3,651,069.00
Total Expenses:	3,362,464.00	3,539,136.00
Annual Surplus or (Deficit):	29,635.00	111,933.00
Accumulated Surplus or (Deficit):	361,743.00	411,484.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

MCFD provided one time only funding near the end of the fiscal year to be used towards capitol cost pressures.

Current Year:

We expect to have a balanced budget with a very small surplus.

Explanation for Accumulated Surplus (Deficit):

Real estate disposal

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$5,000.00	Health, Social & Safety
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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	Betty Averbach Foundation	Amount	\$10,000.00
Funder 2 Name	Coast Capitol	Amount	30000.00
Funder 3 Name	Ministry of Justice	Amount	50000.00

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

Total Proposed Budget: **\$5,000.00**

GRANT RECOMMENDATIONS

Recommended

Amount: \$5,000

Recommendation:

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

**Staff Comments /
Conditions:**

None



Multi-Year Grant Application for 2019
Health, Social & Safety Program

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

Society: Turning Point Recovery Society

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

Grant Request: \$15,000

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

Number Served: Richmond Residents: 100

Grant Request Summary:

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

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

Changes that will impact grant use:

There have been no changes to operations at the Drop-in/Resource Centre with the exception that we exceeded our expected number of visitors projected in our grant last year - serving 136 vs 100. Of the 136 served, 133 were Richmond residents, clearly indicating the continued need for this critical social service.

FINANCIAL INFORMATION

Health, Social & Safety 2019
Turning Point Recovery Society

Over \$5000 Multi Year - Year 2
Summary Page 2

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,409,330.00	3,426,867.00
Total Expenses:	2,663,052.00	3,426,867.00
Annual Surplus or (Deficit):	(253,722.00)	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In response to the opioid crisis, the BC Ministry and Health, Vancouver Coastal Health Authority, legislated under the Community Care and Assisted Living Act that all providers of residential addiction recovery facilities in BC provide overnight awake staff. The cost to implement this change to Turning Point was approximately 80K per site. We were granted emergency one-time funding from BC Housing to help offset our deficit last year but it was not sufficient; resulting in the deficit last FY as indicated in our annual financial statements.

Current Year:

Vancouver Coastal Health has confirmed funding to offset our deficit for the remainder of the current FY. We are working with them on determining the funding model for next FY and beyond.

Funding for the operation of the Drop-in Center and Outreach Program at Turning Point is secured and is not impacted by these issues.

Also of note: Turning Point has added 2 new sites to our operations this FY (TP North Shore Men's and TP Squamish)

Explanation for Accumulated Surplus or (Deficit):

Turning Point does not carry accumulated surplus or deficits.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$7,000	Health, Social & Safety
2017	\$6,000	Health, Social & Safety
2015	\$5,924	Health, Social & Safety

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GRANT RECOMMENDATIONS

**Recommended
Amount:** \$7,500

Recommendation:

This Multi-Year (Year 2) grant is to support Drop-In Centre clients with outreach support and continuing after-care for those transitioning to housing at Storeys. The Centre, previously operated by St. Alban's, is temporarily located at the Salvation Army while TPRS seeks a permanent location. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None



**Multi-Year Grant Application for 2019
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: Core Operating Funding for Richmond Cares, Richmond Gives (RCRG)

Number Served: Richmond Residents: 175,000

Grant Request Summary:

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

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

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

As Richmond's Volunteer Centre, our activities focus on encouraging and facilitating volunteerism. We do it through our website, which is home to Richmond's most comprehensive Volunteer Opportunities Database, featuring more than 80 positions from 60+ organizations. We also offer a free Volunteer Match service, where trained Advisors – volunteers themselves – meet one-on-one with Richmond residents, and help them find a volunteer opportunity that matches their skills, interests, and schedule.

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

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

Changes that will impact grant use:

Please see the attached document for updates regarding Year 2 of our grant application.

FINANCIAL INFORMATION
Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,315,354.00	1,338,914.00
Total Expenses:	1,323,244.00	1,337,999.00
Annual Surplus or (Deficit):	(7,890.00)	915.00
Accumulated Surplus or (Deficit):	54,671.00	55,586.00

Explanation for Annual Surplus or (Deficit):
Last Complete Year:

Expenses are budgeted to maintain and sustain basic services; revenue is uncertain and budgeted conservatively;

The annual deficit was lower than expected last year due to deferred revenue brought in and certain expenses curtailed.

Current Year:

The organization strives to balance its budget and hopes to meet and exceed its projected revenues for the current year.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2018	\$3,000	Professional and Program Development
2017	\$2,500	Professional and Program Development
2016	\$5,000	Professional and Program Development

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$41,798

Recommendation:

This Multi-Year (Year 2) grant will provide operating assistance for volunteer, charitable and information programs. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

City of Richmond

2019 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: Kim Somerville
Manager, Community Social Development
Re: 2019 Child Care Grants

Date: January 10, 2019
File: 07-3070-01/2019-Vol
01

Staff Recommendation

That, as per the report titled "2019 Child Care Grants," dated January 10, 2019, from the Manager of Community Social Development:

1. The Child Care Capital and Professional and Program Development Grants be awarded for the recommended amounts and cheques be disbursed for a total of \$54,187; and
2. A second Child Care Capital Grant intake for 2019 be scheduled to utilize the balance of unspent capital funds of \$25,720.

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

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

In 2006, the City adopted the Child Care Development Policy 4017 (Attachment 3) which acknowledges that child care is an essential service in the community for residents, employers and employees. Policy 4017 directs staff to plan, partner and, as resources and budgets become available, support a range of quality, accessible and affordable child care including: facilities, spaces, programming, equipment and support resources. The Child Care Development Statutory Reserve and the Child Care Operating Statutory Reserve were established to financially assist non-profit societies with providing child care grants for minor capital improvements and supportive resources for child care providers.

This report supports the City's Social Development Strategy Action #10 - Support the establishment of high quality, safe child care services in Richmond through:

Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond.

This report also supports the 2017–2022 Richmond Child Care Needs Assessment and Strategy:

Strategic Direction 2 – Creating and supporting child care spaces.

Findings of Fact

2019 Child Care Grants Budget

The City has two Child Care Reserve Funds that are used as a source of funding for the two types of child care grants:

- Child Care Capital Grants are funded from the Child Care Development Reserve (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
- Child Care Professional and Program Development Grants are funded from 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 Richmond.

As part of the 2019 Capital Budget, a request was made to City Council to approve an expenditure of \$50,000 from the Child Care Development Reserve to be used for the 2019 Child Care Capital Grants and an expenditure of \$10,000 from the Child Care Operating Reserve to provide a budget for the 2019 Child Care Professional and Program Development Grants. In addition, these amounts have been supplemented with a total of \$19,907 in unspent funds from the 2018 Child Care Grants that were carried forward.

Notice Given and Applications Received

On August 21, 2018, a call for applications for the 2019 Child Care Grants was posted on the City's website. The availability of the grants was promoted through the City's social media channels and news releases. In addition, notices were forwarded to the Vancouver Coastal Health Community Care Facilities Licensing and to the Richmond Child Care Resource and Referral to share with their child care provider contacts. The deadline for submissions was November 5, 2018. A total of eight applications were received of which four were for Child Care Capital Grants and four were for Child Care Professional and Program Development Grants.

Analysis

Application Review Process

The Child Care Development Advisory Committee (CCDAC) convened a Child Care Grants Subcommittee to review the 2019 Child Care Grant applications and supporting materials. The subcommittee met on November 28, 2018 with the Program Manager, Child Care (CCDAC staff liaison) and Child Care Planner to prepare recommendations for consideration by the CCDAC voting members. The subcommittee assessed each application for compliance with the Child Care Grant Guidelines (Attachment 4) and used a rating form (Attachment 5) to score the applications from the following organizations:

Table 1: 2019 Child Care Capital Grant Applicants and Requests

2019 Child Care Grant Applicants and Requests		Requested Amount	Recommended Amount
Capital Grant Applicants and Requests			
1.	Developmental Disabilities Association of Vancouver - Richmond	\$10,000.00	\$10,000.00
2.	Little Wings Daycare Society	\$20,178.04	\$17,687.00
3.	Richmond Society for Community Living	\$3,750.00	\$3,500.00
4.	Society of Richmond Children's Centres	\$12,000.00	\$12,000.00
Total Amount Requested for Capital Grants		\$45,928.04	\$43,187.00

Table 2: 2019 Child Care Professional and Program Development Applicants and Requests

2019 Child Care Grant Applicants and Requests		Requested Amount	Recommended Amount
Professional and Program Development Grants			
1.	Child Care Training and Professional Development Society of Richmond	\$7,000.00	\$4,000.00
2.	East Richmond Community Association	\$2,035.00	\$0.00
3.	Society of Richmond Children's Centres	\$6,000.00	\$4,000.00
4.	Volunteer Richmond Information Services Society	\$3,000.00	\$3,000.00
Total Amount Requested for Professional and Program Grants		\$18,035.00	\$11,000.00
Total Amount of Requests for 2019 Child Care Grants		\$63,963.04	\$54,187.00

The Child Care Grants Subcommittee summarized their review of the 2019 Child Care Grants applications received and outlined their recommendations to the CCDAC. CCDAC approved the recommendations of the subcommittee which is reflected in the minutes of the meeting on December 5, 2018. The total requests for the 2019 Child Care Grants amount to \$63,963.04 and the grant allocations recommended amount to \$54,187.00.

The four Capital Grant requests amount to \$45,928.04. Developmental Disabilities Association of Vancouver - Richmond, Little Wings Daycare Society, Richmond Society for Community Living and the Society of Richmond Children's Centres are seeking funding for playground equipment, program equipment and furnishings. All four applicants deliver licensed child care programs offering a range of services including Group Care Under 36 Months, Group Care 30 Months to School Age and Group Care School Age.

The four Professional and Program Development Grant requests amount to \$18,035. The four applicants are: Child Care Training and Professional Development Society of Richmond, East Richmond Community Association, Society of Richmond Children's Centres and Volunteer Richmond Information Services Society. Three of the four applicants are seeking funding to provide professional development opportunities for Richmond early childhood educators:

- The Child Care Training and Professional Development Society of Richmond is seeking funding for a Circles of Caring Conference 2019.
- The Society of Richmond Children's Centres is seeking funding to establish a Richmond Community of Practice, a new model of professional learning, for early childhood educators.

- The Volunteer Richmond Information Services Society is requesting a grant to provide a three-part workshop series called “Seeing Children” to support skills necessary for observing and documenting children’s learning.
- The East Richmond Community Association is seeking funding to send staff to participate in identified professional development in the community. Unfortunately, this application does not meet the Child Care Grant Program Guidelines as the Child Care Professional and Program Development Grant supports organizations to put on professional development opportunities rather than send individual staff members to professional development workshops. Therefore, the East Richmond Community Association’s application is ineligible for funding.

The CCDAC is recommending that the following four Child Care Capital Grants applicants: Developmental Disabilities Association of Vancouver - Richmond, Little Wings Daycare Society, Richmond Society for Community Living and the Society of Richmond Children’s Centres, as outlined in Table 1, be funded for a total amount of \$43,187. The Child Care Professional and Program Development Grant requests exceed the available budget, but given that one organization is not eligible, the remaining three applications (Child Care Training and Professional Development Society of Richmond, Society of Richmond Children’s Centres and Volunteer Richmond Information Services Society) are recommended for the amounts outlined in Table 2 totalling \$11,000.

Staff support the CCDAC recommendations as proposed in the attached list of 2019 Child Care Grants (Attachment 1).

For reference, summaries of the 2019 Child Care Grant applications are included with this report (Attachment 2). As the content of the summary sheets are taken verbatim from the applicants submissions, they will replicate any errors or omissions made by the applicants.

Financial Impact

The 2019 Child Care Grants budget of \$60,000 was requested as part of the City’s 2019 Capital Budget and is sufficient to support the two grant streams: the Child Care Capital Grants and the Child Care Professional and Program Development Grants. This is supplemented by an additional \$19,907 carried forward from the City’s 2018 Child Care Grants for a total of \$79,907. A total of \$54,187 in allocations is being recommended for the 2019 Child Care Grants, subject to City Council’s approval.

Staff recommend that a second Child Care Capital Grant intake for 2019 be scheduled to utilize the balance of unspent capital funds of \$25,720. A second intake would support current identified needs for additional capital funding for child care in Richmond. Since the initial grant intake two unique issues have arisen that could be addressed through a second intake using the unallocated funds:

- The City has appointed an operator for the future City-owned child care facility that will open in the Fall of 2019 in the Northview Estates development. The operator had not been determined at the time of the first grant intake and would benefit from the opportunity to apply for capital funding towards furniture and equipment for this new amenity.
- Due to very high demand for the enhanced Child Care BC Maintenance Fund grant program, the funds were fully expended and the program was unexpectedly closed on September 12, 2018. There have been no funds available to support child care operators to repair or replace furnishings and equipment required for compliance with licensing regulations since this time. A second grant intake would enable non-profit operators in the City to apply for funds for this purpose.

Conclusion

The Child Care Grants will assist with enhancing the provision of quality, affordable and accessible child care in Richmond. These grants support sustaining priority types of child care programs and enhancing the quality of child care in Richmond. This is consistent with the 2017–2022 Richmond Child Care Needs and Assessment Strategy.

Staff recommend approval of the proposed recommendations for the City's 2019 Child Care Grants amounting to \$54,187 with \$43,187 allocated to the four Child Care Capital Grant requests and \$11,000 allocated to three of the Child Care Professional and Program Development Grant requests. Staff also recommend that a second Child Care Capital Grant intake for 2019 be scheduled to utilize the balance of unspent capital funds of \$25,720.



Chris Duggan
Program Manager, Child Care
(604-204-8621)

- Att. 1: 2019 Child Care Grants
2: 2019 Child Care Grants Summary Reports
3: Child Care Development Policy 4017
4: Child Care Grants Program Guidelines
5: Child Care Development Advisory Committee Grant Review Rating Form

CCDAC Child Care Grants Subcommittee Recommended Grant Allocations and Comments

APPLICANT NAME	PROGRAM	PURPOSE OF GRANT	2019 REQUEST	2019 RECOM.	COMMENTS / CONDITIONS	SEE ATT 2 PAGE NO.
Developmental Disabilities Association	Child Care Capital Grant	Playground Improvements- Riverside To renovate the entire sandbox, create some functional (safe) storage and improve the accessibility for entry and add a roof for protection from both the sun and rain.	\$10,000.00	\$10,000.00	CONDITION: Subject to City of Richmond (as owner) review and approval of plans for structure.	Page 1
Little Wings Day Care Centre Society	Child Care Capital Grant	Playground Improvements and Furniture Replacement - Little Wings To provide safe outdoor fencing and assist with storage container costs for our move to a new location and to purchase 2 new couches.	\$20,178.04	\$17,687.00	Rental of frog pods and storage containers are not eligible for capital funding; funding to be provided only for the outdoor fencing and 2 new couches. CONDITION: Little Wings moves forward with their relocation plan, as described in their proposal.	Page 3
Richmond Society for Community Living	Child Care Capital Grant	Furnishings- Youth Connections To replace items including blinds, couches, chairs, vacuum and amplifier,	\$3,750.00	\$3,500.00	Actual quotes provided upon request indicate total cost of items is \$3,500.	Page 5
Society of Richmond Children's Centres	Child Care Capital Grant	Furnishings and Equipment- Cook Rd and Terra Nova To replace and update equipment and furnishings.	\$12,000.00	\$12,000.00	Agency contribution in addition to grant funds requested	Page 7
Child Care Capital Grant Request Total			\$45,928.04	\$43,187.00		
Child Care Training and Professional Development Society of Richmond	Professional and Program Development Grant	Administer Workshop/Conference Help subsidize the cost of the Keynote, workshop presenters, parking, and venue cost which will result in keeping delegates' fees low.	\$7,000.00	\$4,000.00	Budget indicates this conference can be funded with \$4000 despite request of \$7000	Page 9
East Richmond Community Association	Professional and Program Development Grant	Individual Training Opportunities for Staff Professional Training for Staff	\$2,035.00	\$0.00	Not eligible - not putting on workshop/training but requesting funds for staff to attend external training/workshops	Page 11
Society of Richmond Children's Centres	Professional and Program Development Grant	Administer Communities of Practice Workshops and Retreat To create a community of practice in Richmond BC focused on building connections and collaborative learning for Educators doing emergent, Reggio-inspired work, collaboration with organizations in Surrey, Delta and Burnaby who will all participate in a retreat, this is a new model of professional learning in the field	\$6,000.00	\$4,000.00	Updated budget details requested from SRCC, revised request now \$5403, participant fee will be used to cover the cost of end retreat and contribute to overall revenue	Page 14
Volunteer Richmond Information Services Society	Professional and Program Development Grant	Administer Workshop Series To provide a three-part workshop series, called Seeing Children, in which participants will have an opportunity to reflect on their practice of observing young children using the book by Deb Curtis, "Really Seeing Children"	\$3,000.00	\$3,000.00	Includes a \$40 participant fee in revenue.	Page 16
Professional & Program Development Grant Request/Recommended Total			\$18,035.00	\$11,000.00		
Child Care Capital Grant Requests/Recommended Total			\$45,928.04	\$43,187.00		
TOTAL 2019 CHILD CARE GRANTS REQUESTS & RECOMMENDED			\$63,963.04	\$54,187.00		

2019 Child Care Grants Program Budget:	Recommended Amount	Funding available	Balance remaining	
Capital Grants	\$43,187.00	\$68,907.00	\$25,720.00	
Prof & Prog Dev't Grants	\$11,000.00	\$11,000	\$0.00	
Total	\$54,187.00	\$79,907.00	\$25,720.00	



Capital Assistance Application for 2019 Childcare Grants Program

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

Society: Developmental Disabilities Association of Vancouver-Richmond

Title: Riverside Sandbox Renovation

Amount: \$10,000.00

Purpose: Playground

Riverside CDC's sandbox is in disrepair. As the attached photos will show, the wood is weathered and the current storage area is not functional. The side compartments cannot be used to store the toys as water floods the bottom and creates a mess in the rainy months. For a short period of time this past summer, the entire sandbox was closed for sanitation as one or more baby rabbits found their way into the storage space and unfortunately were trapped and perished. Riverside would like to renovate the entire sandbox, create some functional (safe) storage and improve the accessibility for entry. The addition of a roof will allow for protection from both the sun and rain.

Service Delivery Benefits:

With the addition of a roof over the sandbox, the use of this playground area would increase on both hot or rainy days. Improving the access point of the current stair area would provide the freedom of entry for those with mobility restrictions.

Beneficiaries:

The current (and future) children and staff of Riverside would benefit from this grant. Riverside offers 25 daily child care spaces with 5-7 of those filled with children who require additional support.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$2,500.00	Child Care Capital
2016	\$4,900.00	Child Care Capital
2015	\$11,000.00	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$10,000.00

Recommendation:

That the Development Disabilities Association be funded for a total amount of \$10,000.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

Subject to the City of Richmond's (as the landlord) review and approval of the proposed plans for the new structure identified within the grant application.
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**Capital Assistance Application for 2019
Childcare Grants Program**

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

Society: Little Wings Day Care Centre Society**Title:** Little Wings Takes Flight**Amount:** \$20,178.04**Purpose:** Playground

The purpose of this grant is to provide safe outdoor fencing and assist with storage container costs for our move to a new location. Additionally we would like to purchase 2 new couches for parents and staff to use as a place to read, comfort and relax with the children.

Service Delivery Benefits:

Little Wings Daycare Society was advised unexpectedly by its landlord that the land lease of our current property would not be renewed and will expire on April 30, 2019. As a result, Little Wings Daycare is moving to a new location and requires funding for moving and ensuring our new location is safe and child friendly. The funds from this grant will allow Little Wings to install new fencing along the perimeter of our facility to offer an inviting and stimulating outdoor environment for the children to socialize and play in. The rental of large monthly storage containers will allow parents and staff to easily move toys and furnishings into a container to be moved to our new location. Additionally, the purchase of two new couches will be a welcoming spot for children, staff and parents to share meaningful moments as everyone adjusts to our new location.

Beneficiaries:

This grant will directly benefit 24 preschool aged children as well as 12 infants and 12 toddler aged children in our three programs. The 13 teachers at Little Wings will enjoy being able to provide safe outdoor opportunities and parents will have peace of mind knowing their children are being well cared for in a daycare that has appropriate fencing and comfortable and inviting furnishings.

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

Year	Amount	Grant Program
2018	\$5297.00	Child Care Capital

Capital Assistance for 2019

ATTACHMENT 2

Little Wings Day Care Centre Society**Summary Page 2**

2017	\$4836.62	Child Care Capital
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GRANT RECOMMENDATIONS

**Recommended
Amount:** \$17,687.00

Recommendation: That the Little Wings Day Care Centre Society be funded for a total amount of \$17,687.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

That Little Wings Day Care Centre Society moves forward with their proposed relocation plan, as described in their proposal.



ATTACHMENT 2
Capital Assistance Application for 2019
Childcare Grants Program

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

Society: Richmond Society for Community Living

Title: Youth Connections Capital Replacement and Refurbishment

Amount: \$3,750.00

Purpose: Furnishings

The purpose of the grant is to make a one-time capital purchase to replace items in order to improve safety and delivery of the program.

Service Delivery Benefits:

Funds received from the City of Richmond will be used to replace damaged furnishings and broken equipment. Replacement and refurbishment of items will ensure safety, provide privacy when needed, and encourage creative expression for program participants.

Beneficiaries:

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.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$3,700.00	Child Care Capital
2016	\$7,238.05	Child Care Capital
2015	\$828.00	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$3,500.00

Capital Assistance for 2019

ATTACHMENT 2

Richmond Society for Community Living

Summary Page 2

Recommendation:

That the Richmond Society for Community Living be funded for a total amount of \$3,500.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

None



ATTACHMENT 2
**Capital Assistance Application for 2019
Childcare Grants Program**

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

Society: Society of Richmond Children's Centres

Title: Renewal Terra Nova and Cook Rd Children's Centres

Amount: \$12,000.00

Purpose: Playground

As the SRCC's two oldest City owned facilities these centres are in need of a refresh / update of equipment and furnishings to look contemporary and fresh and offer children new materials.

Service Delivery Benefits:

There has been a significant evolution in child care equipment over the years and the SRCC has been in the forefront of sourcing sustainable, innovative products for the new City-owned centres we have opened in the last 10 years. We would like to renew some of the equipment in these two older programs to offer some equity in access to quality for all SRCC families

Beneficiaries:

The children, staff and families at Cook Rd and Terra Nova Children's Centres will benefit. Indeed the whole SRCC will benefit as any funds from grants frees up other budgeted funds to be used to enhance other aspects of our programs.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$25,796.00	Child Care Capital
2017	\$2,837.00	Child Care Capital
2016	\$3,308.30	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$12,000.00

Capital Assistance for 2019

ATTACHMENT 2

Society of Richmond Children's Centres

Summary Page 2

Recommendation:

That the Society of Richmond Children's Centres be funded for a total amount of \$12,000.00 for a Child Care Capital Grant.

Staff Comments/Conditions:

None



ATTACHMENT 2

**Program and Professional Development
Child Care Grants Program 2019**

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

Society: Child Care Training and Professional Development Society of Richmond

Title: Circles of Caring Conference 2019

Amount: \$7,000.00

Purpose:

- help subsidize the cost of the Keynote, workshop presenters, parking, and venue cost which will result in keeping delegates' fees low.

Service Delivery Benefits:

The funds will allow us to bring in a Keynote speaker and workshop presenters for delegates in the ECE and School Age field who would normally not be able to afford to listen to under one roof. This will greatly enhance skill development for the child care community which will result in quality teaching. Delegates will obtain 5 hours of Professional Development towards their License renewals.

Beneficiaries:

- Early Childhood Educators, School Age staff, Administrative teams

Partners (if applicable):

Student volunteers from Richmond High Secondary School and Community Center Association staff/Coordinators will be helping the day of the conference.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$6000	Child Care Professional & Program Development Grant
2017	\$5500	Child Care Professional & Program Development Grant
2015	\$10000	Child Care Professional & Program Development Grant

GRANT RECOMMENDATIONS

Recommended

Amount: \$4,000.00

Recommendation:

That the Child Care Training and Professional Development Society of Richmond be funded for a total amount of \$4,000.00 for a Professional & Program Development Grant.

Staff Comments/Conditions:

None



ATTACHMENT 2
Program and Professional Development
Child Care Grants Program 2019

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

Society: East Richmond Community Association

Title: Cambie Out of School Care Professional Development

Amount: \$2,035.00

Purpose:

Professional Training for Staff

Service Delivery Benefits:

Circles of Caring: This conference will increase the understanding and promotion of children's well being. By staff attending with the broader childcare community, they can share with and learn from other childcare providers in Richmond.

Responsible Adult: A regulation to qualify for employment in family child care or school age child care settings this course covers basic concepts about child development, child guidance, health, safety, nutrition and programming. Classes ongoing throughout the year.

High Five: A nationally recognised program where participants learn how to enhance program quality and provide positive experiences for children.

The City of Richmond supports the delivery of professional development training for those employed in the delivery of licensed child care programs with the goal of maintaining and enhancing the quality of programs offered in Richmond (Child Care Needs Assessment and Strategy 2017-2022)

Beneficiaries:

ERCA expects to benefit by:

Increasing the collective knowledge of our team.

Making ERCA's program more appealing to families and employees.

Attracting the right kind of "in-demand" candidates.

Aiding our retention strategy

Making succession planning easier.

Employees will benefit by:

Boosting employees job satisfaction

Increased confidence

Career boosting

Families and Children will benefit by:

Having staff that will ensure a better educational foundation for children's skills and social development.

Security of having fully staffed Out of School Care programs (as per licensing requirements),

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$950.00	Parks, Rec and Community Events
2017	\$2384.00	Child Care Capital Grants
2016	\$750.00	Parks, Rec and Community Events

GRANT RECOMMENDATIONS

Program and Professional Development Assistance for 2019

ATTACHMENT 2

East Richmond Community Association

Summary Page 3

Recommended

Amount: \$0.00

Recommendation:

That the East Richmond Community Association's funding application for a Professional & Program Development Grant be declined due to ineligibility.

Staff Comments/Conditions:

None



ATTACHMENT 2
Program and Professional Development
Child Care Grants Program 2019

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

Society: Society of Richmond Children's Centres

Title: Communities of Practice

Amount: \$6,000.00

Purpose:

The SRCC has always sought to be a centre for excellence in early childhood practice and as such has collaborated and partnered with other early childhood organisations across Canada and in the USA. We have hosted international expert Ann Pelo for a Residency following which we were invited to collaborate with her on her new book "From Teaching to Thinking" 2018. Our purpose with this grant is to create a community of practice in Richmond BC focused on the book and on building connections and networks for Educators doing emergent, Reggio-inspired work. We are collaborating with others in Surrey, Delta and Burnaby who will also be establishing communities of practice and we will all come together in November 2019 for a retreat at which Ann Pelo will be the Keynote. This is a new model of professional learning in our field and we are leading it from Richmond!

Service Delivery Benefits:

The funds being requested will be used for facilitation and resource costs for the Richmond Community of Practice that will meet 5 times starting in February 2019 and culminating at the retreat in November 2019.

Beneficiaries:

The whole ECE community in Richmond will be invited to be part of the community of practice. However only those who are interested in or currently practicing Reggio-inspired, emergent, responsive curriculum are likely to sign up. We hope to have a Richmond community of practice of 25-30 participants from a range of child care providers. With this grant we could make this portion of the process barrier free and offer it at no cost. With no grant there would have to be a participant cost.

Partners (if applicable):

Simon Fraser Childcare Society

Delta Continuing Education Department

Surrey OPTIONS (pending)

Program and Professional Development Assistance for 2019

ATTACHMENT 2

Society of Richmond Children's Centres**Summary Page 2**

Burnaby Continuing Education Department (pending)

Ann Pelo

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$25796.00	Child Care Capital
2017	\$2837.00	Child Care Capital
2016	\$2965.50	Child Care Capital

GRANT RECOMMENDATIONS**Recommended****Amount:** \$4,000.00**Recommendation:**

That the Society of Richmond Children's Centres be funded for a total amount of \$4,000.00 for a Professional & Program Development Grant.
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Staff Comments/Conditions:

None



ATTACHMENT 2
Program and Professional Development
Child Care Grants Program 2019

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

Society: Volunteer Richmond Information Services Society

Title: Seeing Children Series

Amount: \$3,000.00

Purpose:

This grant will fund a three-part workshop series, called Seeing Children, in which participants will have an opportunity to reflect on their practice of observing young children.

Using the book by Deb Curtis, "Really Seeing Children," our first session will examine our own practices about how and what we observe and document. Using a reflective lens for teaching, participants will be able to use this tool in their own setting. They will also hear stories from educators participating in the Changing Results for Young Children project. There will be time to work in small groups using provocations and materials that inspire children's lively minds and rekindle what children might be thinking and wondering when using these materials. Participants will have time to visit three settings at Grauer School: "The Studio", the StrongStart, and a Kindergarten classroom.

In the second session, we will focus on planning the learning environment and discuss how changes in the environment change not only how we see children but how they see us. We will examine specific things that educators can do to support children's play, exploration and learning. What effect does the arrangement of the physical space have on children? What are some of the materials we find most engaging? How do we ensure that children's choices

Service Delivery Benefits:

This training series will equip early childhood educators not only with new skills, but a new perspective on how children learn and grow. Stemming from their adult worldview, even the most well-intentioned educators have inherent biases when working with children. For children to truly thrive, they need to be given an opportunity to explore their surroundings and interpret the world in their own way.

The Seeing Children Series will enhance child care delivery by teaching early childhood educators about the power of documentation. Workshop participants will learn how to use documentation to reflect on their own practices, so they can make adjustments – in curriculum, in the classroom setting – to better support children’s play, exploration, and learning. Participants will also discover how, through documentation, they can better communicate with parents and colleagues, and capture aspects of a child’s learning that may have otherwise gone unnoticed.

Richmond’s child care community is immeasurably strengthened by the passion and dedication of our early childhood educators. This training series will provide them with the skills and tools to observe children in a new light, and document children in a way that highlights their unique ability to learn through play and exploration. Child care centres that implement this approach will be better positioned to support children’s healthy growth and development, as they’ll inspire children to fully embrace their own creativity and curiosity.

Beneficiaries:

Early childhood educators will benefit from eight hours of professional development, during which they’ll learn how to observe and document the behaviours of young children, so as to create a learning environment more conducive to exploration, creativity, and self-discovery.

We anticipate that up to 40 educators will participate in the workshop series.

Parents will also benefit, as documentation will provide early childhood educators with a new tool through which to communicate a child’s learning. This means that parents will have a clearer window into their child’s life at daycare, capturing aspects of their growth and development that may have been hidden before. Documentation, in other words, will help parents better understand their child, and give them a glimpse into his or her inner world.

Partners (if applicable):

For the first workshop session, on January 26, 2019, the Richmond School District will provide in-kind space and custodial services.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2018	\$3000.00	Professional and Program Development
2017	\$2500.00	Professional and Program Development
2016	\$5000.00	Professional and Program Development

GRANT RECOMMENDATIONS**Recommended****Amount:** \$3,000.00**Recommendation:**

That the Volunteer Richmond Information Services Society be funded for a total amount of \$3,000.00 for a Professional & Program Development Grant.

Staff Comments/Conditions:

None



Page 1 of 5	Child Care Development Policy Adopted by Council: January 24, 2006 Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015	Policy 4017
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POLICY 4017:

It is Council policy that:

1. GENERAL

- 1.1 The City of Richmond acknowledges that quality and affordable child care is an essential service in the community for residents, employers and employees.

2. PLANNING

- 2.1 To address child care needs, the City will: plan, partner and, as resources and budgets become available, support a range of quality, affordable child care.

3. PARTNERSHIPS

- 3.1 The City of Richmond is committed to:

- (a) Being an active partner with senior governments, stakeholders, parents, the private and non-profit sectors, and the community, to plan, develop and maintain a quality and affordable comprehensive child care system in Richmond.

Working with the following organizations and groups to facilitate quality child care in Richmond:

- (i) Community Associations and Societies - to assess whether or not child care services can be improved in community centres, and new spaces added to existing and future community centres.
- (ii) Developers - to encourage developers to provide land and facilities for child care programs throughout the City.
- (iii) Employers - to encourage employers' involvement in advocating and planning for child care.
- (iv) Intercultural Advisory Committee - to investigate and report on child care concerns, needs and problems facing ethno cultural groups in the City.
- (v) School Board – to continue providing space for child care programs on school sites; to co-locate child care spaces with schools where appropriate, and to liaise with the Child Care Development Advisory Committee,



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- (b) Monitoring the need for new child care spaces to support Richmond residents, employee and student populations.
- (c) Providing, when appropriate, new child care spaces and/or facilities to meet existing needs and future population growth.
- (d) Requesting senior governments and other stakeholders to provide ongoing funding for affordable child care facilities, spaces, operations and programming.

4. RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE (CCDAC)

- 4.1 The City will establish and support the Richmond Child Care Development Advisory Committee.

5. CHILD CARE RESERVE FUNDS

- 5.1 The City has established two Child Care Reserve Funds as described below.

- (a) Child Care Development Reserve Fund (established by Reserve Fund Establishment Bylaw No. 7812)

The City will administer the Child Care Development Reserve Fund to financially assist with the following capital expenses:

- (i) Establishing child care facilities and spaces in:
 - City buildings and on City land.
 - Private developments.
 - Senior government projects.
 - Community partner projects.
- (ii) Acquiring sites for lease to non-profit societies for child care; and
- (iii) Providing grants to non-profit societies for capital purchases and improvements, such as equipment, furnishings, renovations and playground improvements.
- (b) Child Care Operating Reserve Fund (established by Child Care Operating Reserve Fund Establishment Bylaw No. 8827)
 - (i) The City will administer the Child Care Operating Reserve Fund to financially assist with non-capital expenses relating to child care within the City, including the following:
 - Grants to non-profit societies to support child care professional and program development within the City;



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	Adopted by Council: January 24, 2006 Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015	

- Studies, research and production of reports and other information in relation to child care issues within the City; and
- Remuneration and costs, including without limitation expenses and travel costs, for consultants and City personnel to support the development and quality of child care within the City.

5.2 Developer cash contributions and child care density bonus contributions to the City's Child Care Reserve Funds will be allocated as follows:

- (a) 90% of the amount will be deposited to the Child Care Development Reserve Fund, and
- (b) 10% of the amount will be deposited to the Child Care Operating Reserve Fund, unless Council directs otherwise prior to the date of the developer's payment, in which case the payment will be deposited as directed by Council.

5.3 All expenditures from the Child Care Reserve Funds must be authorized by Council.

6. DEVELOPMENT OF CHILD CARE FACILITIES

6.1 To facilitate consistent, transparent and sound planning, the City will:

- (a) Undertake periodic child care needs assessments to update its child care strategy.
- (b) Use its powers through the rezoning and development approval processes to achieve child care targets and objectives.
- (c) Prepare Child Care Design Guidelines which articulate the City's expectations for the design and development of City-owned or leased child care facilities, whether they are built as City capital projects or by developers as community amenity contributions.
- (d) Make the Child Care Design Guidelines available to members of the public as a resource, and to City staff, developers, and architects as a guide for planning child care spaces in City-owned or leased facilities or developer-built community amenities being contributed to the City.

6.2 The City will further facilitate the establishment of child care facilities by:

- (a) Encouraging adequate child care centre facilities throughout the City where needed, particularly in each new community.



Page 4 of 5	Child Care Development Policy Adopted by Council: January 24, 2006 Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015	Policy 4017
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- (b) Providing City land and facilities for child care programs in locations throughout the City.
- (c) Encouraging child care program expansion through the enhancement of existing community facilities.

7. CHILD CARE GRANTS POLICY

7.1 Through City child care grants, support child care:

- (a) Facilities.
- (b) Spaces.
- (c) Programming.
- (d) Equipment and furnishings.
- (e) Professional and program development support.

8. PROFESSIONAL CHILD CARE SUPPORT RESOURCES

8.1 Support resources for child care providers as advised by the Child Care Development Advisory Committee and as the need requires and budgets become available.

9. POLICY REVIEWS

9.1 From time to time, the City will:

- (a) Review child care policies, regulations and procedures to ensure that no undue barriers exist to the development of child care.
- (b) As appropriate, develop targets for the required number, type and location of child care services in Richmond.

10. AREA PLANS

10.1 The City will ensure that area plans contain effective child care policies.

11. INFORMATION

11.1 The City will, with advice from the Child Care Development Advisory Committee:

- (a) Generate, consolidate and analyze information to facilitate the development of child care facilities, programs and non-profit child care agencies;



City of
Richmond

Policy Manual

Page 5 of 5	Child Care Development Policy	Policy 4017
	Adopted by Council: January 24, 2006 Amended by Council: April 10, 2012, December 8, 2014, September 14, 2015	

- (b) Determine if any City land holdings are appropriate to be made available for immediate use as child care facilities;
- (c) Review, update and distribute City produced public information material to the public on child care.

12. PROMOTION

12.1 The City will:

- (a) Declare the month of May "Child Care Month" and support awareness and fund-raising activities during that month.



Child Care Grants Program Guidelines

City of Richmond - Community Services
Community Social Development
August, 2018

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:

Chris Duggan
Child Care Coordinator
City of Richmond – Community Social Development
Phone: 604-204-8621
E-mail: cduggan@richmond.ca

Child Care Development Advisory Committee

*Input rating score in yellow box

Child Care Capital Grants Rating Sheet - 2019

		Applicant 1		Applicant 2		Applicant 3		Applicant 4	
		Rating	Comments	Rating	Comments	Rating	Comments	Rating	Comments
Eligibility									
Grant use report for previous year submitted (City Grant Administrator to complete)	yes/no/na								
Applicant is a registered non-profit BC Society (Soc. #, certificate of incorporation, constitution and bylaws provided)	0-5								
Authorized Signatures of Board Executive Members submitted	0-5								
Application is complete (e.g. all sections are filled out and supporting documents provided)	0-5								
Delivers a licensed child care program (copies of current licenses included or an application for a license in process is provided)	0-5								
List of Society Board of Directors, Officers and Executive Directors provided	0-5								
Minutes of AGM attached	0-5								
Project will primarily serve Richmond residents	0-5								
Eligibility rating	max pts = 35	/35		/35		/35		/35	
Purpose of Proposal									
Grant request fits the grant guidelines eligibility criteria	0-5								
Demonstrated need for the proposal	0-5								
Information is provided on who will benefit (must benefit Richmond ECE's re: professional dev't.)	0-5								
A timeline for completing the project is included	0-5								
Supporting documents provided (e.g. quotes, letters of support)									
Purpose of Proposal rating	max pts = 25	/25		/25		/25		/25	
Financial Criteria									
Financial Statement for Last Year provided	0-5								
Current and proposed year Operating budget attached	0-5								
Project budget has been completed (e.g. revenue and expenses balance, some funding from other sources is shown)	0-5								
Society is financially stable (i.e. not showing significant deficits)	0-5								
Financial need for the project is demonstrated	0-5								
Financial rating	max pts = 25	/25		/25		/25		/25	
FINAL RATING SCORE	max pts = 85	/85		/85		/85		/85	

* 0= Not sufficient/ ineligible

* 5= Sufficient/ qualified

Child Care Development Advisory Committee

*Input rating score in yellow box

Child Care Professional and Program Development Grants Rating Sheet - 2019

		Applicant 1		Applicant 2		Applicant 3		Applicant 4	
		Rating	Comments	Rating	Comments	Rating	Comments	Rating	Comments
Eligibility									
Grant use report for previous year submitted (City Grant Administrator to complete)	yes/no/na								
Applicant is a registered non-profit BC Society (Soc. #, certificate of incorporation, constitution and bylaws provided)	0-5								
Authorized Signatures of Board Executive Members submitted	0-5								
Application is complete (e.g. all sections are filled out and supporting documents provided)	0-5								
Delivers a licensed child care program (copies of current licenses included or an application for a license in process is provided)	0-5								
List of Society Board of Directors, Officers and Executive Directors provided	0-5								
Minutes of AGM attached	0-5								
Project will primarily serve Richmond residents	0-5								
Eligibility rating	<i>max pts = 35</i>	<i>/35</i>		<i>/35</i>		<i>/35</i>		<i>/35</i>	
Purpose of Proposal									
Grant request fits the grant guidelines eligibility criteria	0-5								
Demonstrated need for the proposal	0-5								
Information is provided on who will benefit (must benefit Richmond ECE's re: professional dev't.)	0-5								
A timeline for completing the project is included	0-5								
Supporting documents provided (e.g. quotes, letters of support)									
Purpose of Proposal rating	<i>max pts = 25</i>	<i>/25</i>		<i>/25</i>		<i>/25</i>		<i>/25</i>	
Financial Criteria									
Financial Statement for Last Year provided	0-5								
Current and proposed year Operating budget attached	0-5								
Project budget has been completed (e.g. revenue and expenses balance, some funding from other sources is shown)	0-5								
Society is financially stable (i.e. not showing significant deficits)	0-5								
Financial need for the project is demonstrated	0-5								
Financial rating	<i>max pts = 25</i>	<i>/25</i>		<i>/25</i>		<i>/25</i>		<i>/25</i>	
FINAL RATING SCORE	<i>max pts = 85</i>	<i>/85</i>		<i>/85</i>		<i>/85</i>		<i>/85</i>	

* 0= Not sufficient/ ineligible

* 5= Sufficient/ qualified