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**General Purposes Committee**

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

**Monday, February 3, 2014  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

**GP-5**      *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on Monday, January 20, 2014.*

**COMMUNITY SERVICES DEPARTMENT**

1.    **2014 ARTS AND CULTURE GRANT PROGRAM**  
(File Ref. No. 11-7000-01/2014) (REDMS No. 4124560)

**GP-18**

**See Page GP-18 for full report**

*Designated Speaker: Jane Fernyhough*

**STAFF RECOMMENDATION**

*That the 2014 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$104,040 as outlined in the staff report dated January 14, 2014 from the Director, Arts, Culture and Heritage Services.*

2. **2014 HEALTH, SOCIAL AND SAFETY GRANTS**  
(File Ref. No.:(REDMS No. 4118537)

GP-89

See Page GP-89 for full report

*Designated Speaker: Lesley Sherlock*

STAFF RECOMMENDATION

*That, as per the staff report from the General Manager, Community Services, dated January 2, 2014:*

- (1) *Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$556,455;*
- (2) *the following applicants be approved for the first year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:*
  - (a) *Big Brothers of Greater Vancouver;*
  - (b) *Big Sisters of BC Lower Mainland;*
  - (c) *Turning Point Recovery Society;*
- (3) *the following applicants be approved for the second year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:*
  - (a) *Chinese Mental Wellness Association of Canada;*
  - (b) *Heart of Richmond AIDS Society;*
  - (c) *Richmond Mental Health Consumer and Friends Society;*
  - (d) *Richmond Society for Community Living;*
  - (e) *Richmond Women’s Resource Centre; and*
- (4) *the following applicants be approved for the third year of a three-year funding cycle:*
  - (a) *Canadian Mental Health Association, Richmond Branch;*
  - (b) *Chimo Community Services;*
  - (c) *Family Services of Greater Vancouver;*
  - (d) *Richmond Addiction Services Society;*
  - (e) *Richmond Family Place Society;*
  - (f) *Richmond Multicultural Community Services;*
  - (g) *Richmond Youth Service Agency;*

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(h) *Volunteer Richmond Information Services Society.*



3. **2014 CHILD CARE CAPITAL GRANTS**

(File Ref. No.) (REDMS No. 4064209 v.2)

GP-212

**See Page GP-212 for full report**

*Designated Speaker: Coralys Cuthbert*

STAFF RECOMMENDATION

*That the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$26,869, as outlined in the staff report from the General Manager, Community Services, dated January 13, 2014.*



4. **2014 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**

(File Ref. No. 03-1085-01/2013) (REDMS No. 4112859 v.2)

GP-218

**See Page GP-218 for full report**

*Designated Speakers: Mike Redpath & Serena Lusk*

STAFF RECOMMENDATION

*That:*

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



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**ENGINEERING & PUBLIC WORKS DEPARTMENT**

5.    **TRANS MOUNTAIN PIPELINE PROJECT NEB REVIEW UPDATE**  
(File Ref. No. 10-6125-30-001) (REDMS No. 4130253 V.3)

**GP-273**

**See Page GP-273 for full report**

*Designated Speaker: Peter Russell*

**STAFF RECOMMENDATION**

*That the staff report titled Trans Mountain Pipeline Project NEB Review Update from the Director, Engineering, providing details on the Kinder Morgan-led pipeline expansion project and National Energy Board review process, be received for information.*

**LAW & COMMUNITY SAFETY DEPARTMENT**

6.    **SISTER CITY ADVISORY COMMITTEE - WAKAYAMA 40<sup>TH</sup> ANNIVERSARY BOOK INITIATIVE**  
(File Ref. No. 01-0100-30-SCIT1) (REDMS No. 4131323)

**GP-279**

**See Page GP-279 for full report**

*Designated Speaker: Amarjeet S. Rattan*

**STAFF RECOMMENDATION**

*That Council consider a request from the Sister City Advisory Committee to partner with the Wakayama Sister City Affiliation Committee in the creation of a 40<sup>th</sup> Anniversary Commemorative book.*

**ADJOURNMENT**



## General Purposes Committee

Date: Monday, January 20, 2014

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Linda Barnes  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Absent: Councillor Ken Johnston

Call to Order: The Chair called the meeting to order at 4:01 p.m.

### MINUTES

It was moved and seconded  
*That the minutes of the meeting of the General Purposes Committee held on Monday, January 6, 2014, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **BUSINESS LICENCE BYLAW AMENDMENT BYLAW 9090**  
(File Ref. No. 12-8275-02; 12-8060-20-009090) (REDMS No. 4059992)

It was moved and seconded  
*That Business Licence Bylaw No. 7360, Amendment Bylaw No. 9090, to increase the maximum number of Class A Taxicabs to 97, be introduced and given first, second and third readings.*

**CARRIED**

1.

**General Purposes Committee**  
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2. **SPIRIT HOSPITALITY INC., DOING BUSINESS AS MILLTOWN BAR AND GRILL 9191 BENTLEY STREET**

(File Ref. No. 12-8275-05) (REDMS No. 4046995)

It was moved and seconded

*That the Liquor Control and Licensing Branch be advised that Richmond City Council does not wish to provide comments or recommendations to the Liquor Control and Licensing Branch with regard to the application submitted by Spirit Hospitality Inc., doing business as Milltown Bar and Grill, on a Food Primary liquor licence with the operating hours of Monday to Sunday 9:00 a.m. to 1:00 a.m.*

**CARRIED**

**ENGINEERING AND PUBLIC WORKS DEPARTMENT**

3. **COMMUNITY ENERGY AND EMISSIONS PLAN – PHASE 2**

(File Ref. No. 10-6000-01) (REDMS No. 4021612 V.4)

With the aid of a video presentation, developed in partnership with the University of British Columbia and funded primarily by B.C. Hydro through a grant program, Peter Russell, Senior Manager, Sustainability and District Energy, highlighted the Community Energy and Emissions Plan for the City of Richmond. The plan focuses on (i) reducing energy demands, (ii) smart land use, (iii) transportation, and (iv) building practices. The draft plan was reviewed and received general support by the Advisory Committee on the Environment (ACE) on January 15, 2014.

Discussion ensued regarding communication strategies in which Mr. Russell advised that staff is working to complete the sustainability framework in order to provide a full report to Council on performance levels for the City. The report would provide the basis for a larger communication program on key elements of the energy plan. Other initiatives include strategic communication around policy and programs targeting a specific audience. Committee directed that the video presentation be shown at the next regular meeting of Council.

Discussion continued concerning amending the Richmond Zoning Bylaw to require solar panels for all new residential development in order to preserve farmland and other natural resources impacted by electrical power installations. Joe Erceg, General Manager, Planning and Development, advised that the City of Richmond was one of the first municipalities to adopt requirements that single-family housing be designed to be solar-ready. Further research would be required prior to establishing a requirement for the installation of solar panels in new buildings.

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With regard to sewer heat recovery projects, Mr. Russell advised that the Gateway Theatre project is nearing a full year of operation and staff will be preparing a report for Council which will include other possible projects (i.e. Minoru area).

Committee emphasized that when speaking in terms of Richmond as a sustainable community the communication plan is important and that any communication material must demonstrate the benefits and cost recovery period for any upgrades. The material should provide homeowners with specific action plans that would meet the City's energy and emission objectives. The development of City incentives in order to encourage participation in reducing energy and emissions was discussed by Committee. A reduction in taxes as an incentive would likely not be supported under the British Columbia Community Charter.

In response to queries regarding the success of the electrical vehicle recharging stations, the Lulu Island water treatment plant retrofit, and steps that can be taken to ensure continued advancement towards reaching the City objectives, Robert Gonzalez, General Manager, Engineering and Public Works, stated that statistics on the use of the electrical vehicle recharging stations would be included in the yearly sustainability report, however, preliminary data indicated that the recharging stations at City Hall and in Steveston are used more than others. The Lulu Island retrofit will take two or three years to complete and discussions are being held with Metro Vancouver regarding the benefits of a heat recovery project being undertaken in association with the retrofit. In terms of continued advancement in meeting the City objectives, staff continually reviews current policy as new government standards are introduced and ensure that new construction designs meet the new requirements.

At the conclusion of the discussion the following **motion** was introduced:

It was moved and seconded

*That the Community Energy and Emissions Plan, as provided in the staff report titled Community Energy and Emissions Plan – Phase 2 from the Director, Engineering, dated January 13, 2014, be approved.*

**CARRIED**

**General Purposes Committee**  
**Monday, January 20, 2014**

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**COMMUNITY SERVICES DEPARTMENT**

4. **RICHMOND OLYMPIC EXPERIENCE UPDATE**

(File Ref. No. 11-7000-01) (REDMS No. 4048748)

With the aid of a PowerPoint presentation (attached to and forming part of these minutes as **Schedule 1**) and a virtual simulation, Jane Fernyhough, Director, Arts, Culture and Heritage Services, and Jason Kita, Manager, Enterprise Services, provided an overview of the Richmond Olympic Experience (ROE). The vision of the ROE is to: (i) re-ignite the excitement felt by residents and visitors during the Games; (ii) inspire viewers to excellence; (iii) educate youth in the science, art, culture and power of sport; and (iv) create a permanent lasting legacy of the Games. The ROE is designed to be a multifaceted, multidimensional, highly interactive experience that will engage all ages through a transformative exhibit experience that inspires excellence in sport, promotes community and motivates everyone to dream big.

Discussion ensued regarding the space being utilized by the ROE, the inclusion of both summer and winter Olympic sports, and the incorporation of more interactive elements to the experience. Mr. Kita advised that the ROE space on all three levels is approximately 12,000 sq. ft. with the mezzanine area on the 3<sup>rd</sup> level comprising 9,800 sq. ft. of the total space. The intent of the ROE was to celebrate all Olympics and include all aspects of sports.

George Duncan, Chief Operating Officer, Richmond Oval Corporation, stated that it was not feasible to include an interactive bobsled element due to the risk and cost associated with the project. A speed skating simulation was considered but the simulations available did not meet standards. However, the door is still open to add these types of interactive simulators in the future. Staff was encouraged to continue to explore interactive activities for the ROE.

In response to a query, Mr. Kita indicated that no programmable space was eliminated due to the ROE. The mezzanine area was extended to create more programmable space and any spaces relocated due to the ROE were upgraded at that time.

With respect to the torch relay and cauldron project, Ms. Fernyhough informed Committee that a torch stop, exclusive to Richmond, was added to the route. The cauldron is in the development stage and as a public art project it would come back before Council for approval. Mr. Duncan noted that over \$200,000 of sponsorship has been obtained for the torch relay project.



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Discussion continued regarding the interactive and educational components, the volunteer element, the area free to the public, and the number of visitors the ROE can accommodate. Mr. Kita advised that the temporary exhibits would accommodate any travelling exhibits throughout the Olympic network. In terms of the number of visitors, the theatre experience is limited to 56 visitors for a period of eight to ten minutes as a time. The "Core Experience" on the mezzanine level can accommodate 270 visitors at any given time; however, 190 visitors would be a more comfortable number. The pricing structure will be developed during the operational plan phase.

With regard to the request for Olympic material, Ms. Fernyhough noted that staff has been contacted twice and that any type of multimedia footage would be welcome.

At the conclusion of the discussion the following **motion** was introduced:

It was moved and seconded

*That the staff report titled Richmond Olympic Experience Update from the Director, Arts, Culture and Heritage Services dated January 6, 2014, be received for information.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:18 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, January 20, 2014.

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Mayor Malcolm D. Brodie  
Chair

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Heather Howey  
Committee Clerk

# The Richmond Olympic Experience

General Purposes Committee

January 20, 2014



RICHMOND OLYMPIC OVAL

# The Vision

*“...re-ignite the excitement felt by residents and visitors during the Games; inspire viewers to excellence; educate youth in the science, art, culture and power of sport; and create a permanent lasting legacy of the Games...”*



RICHMOND OLYMPIC OVAL

# Richmond Olympic Experience

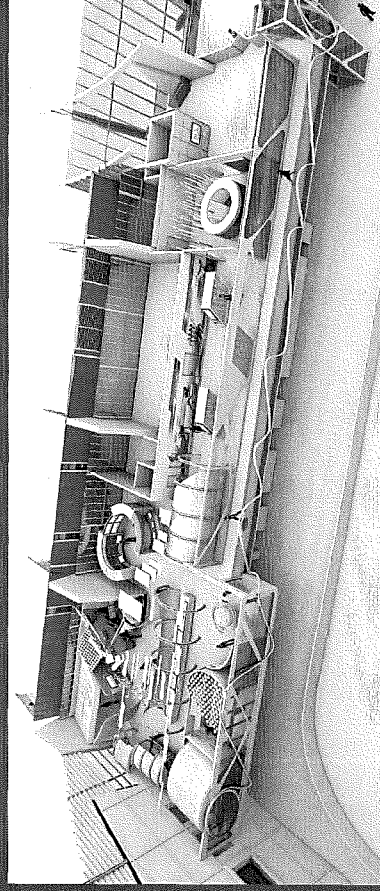
## The Experience

*"...the Richmond Olympic Experience is designed to be a multifaceted, multidimensional, highly interactive experience that will engage all ages through a transformative exhibit experience that inspires excellence in sport, promotes community and motivates everyone to dream big..."*



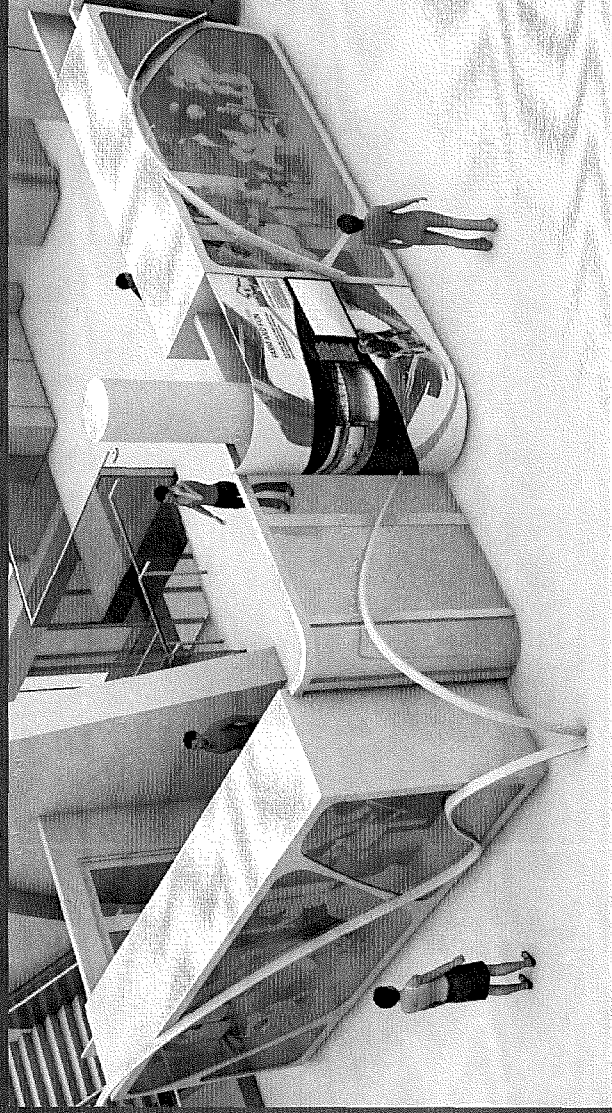
## The Design

- Reignite the Olympic Spirit
- Motivate visitors to strive toward their own person podiums
- Create awe inspiring visitor experiance
- Celebrate Richmond's rich sporting history
- Create a legacy for Richmond which celebrates our role in the 2010 Games
- Maintain connection with the world-wide Olympic Movement



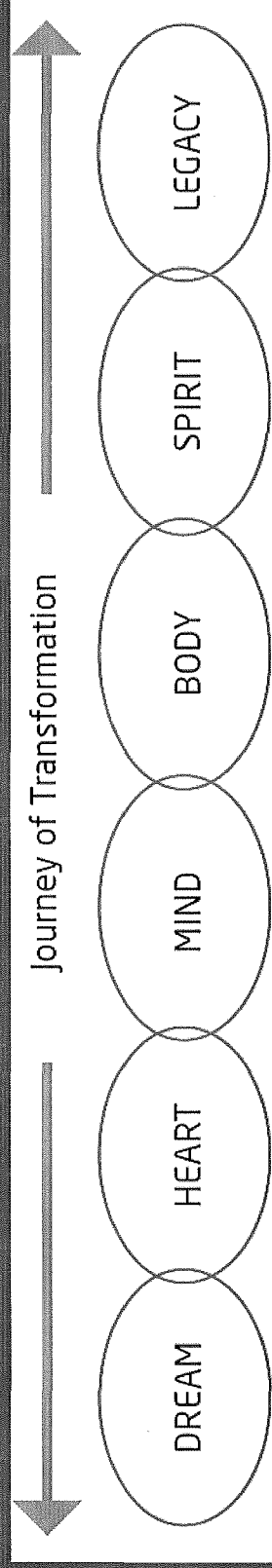
## Olympic Museums Network

- First North American Member
- Coordinated through IOC's The Olympic Museum
- 22 Member Museums World-wide
- Collaboration, Idea Sharing and Exhibit Sharing

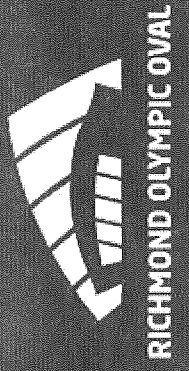


# The Journey of Transformation

- Exhibit organization inspired by the evolution of a dream
- A dream starts in the heart
- Requires determination and training of both mind and body
- Personal spirit elevates the dream
- Once the dream has been achieved – the journey creates a legacy



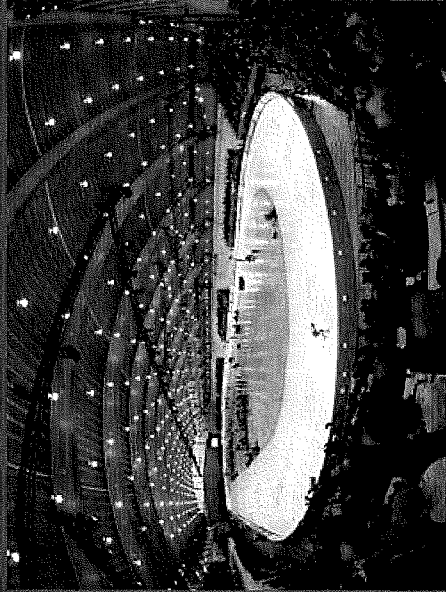
# The Exhibit





## Next Steps

- Exhibit Design Development Completed
- Exhibit Construction and Fabrication in Progress
- Marketing Communications Strategy – Completed
- Brand Development in Progress
- Retail Space Design in Progress
- Education Program in Progress
- Operating Plan in Progress
- Grand Opening – Fall 2014



RICHMOND OLYMPIC OVAL



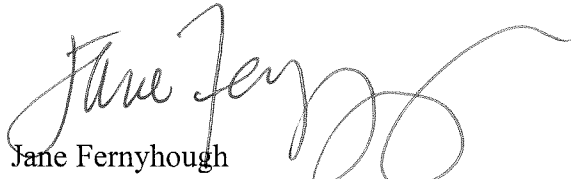
# City of Richmond

## Report to Committee



**To:** General Purposes Committee • **Date:** January 14, 2014  
**From:** Jane Fernyhough **File:** 11-7000-01/2014  
 Director, Arts, Culture and Heritage Services  
**Re:** **2014 Arts and Culture Grant Program**

### Staff Recommendation

That the 2014 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$104,040 as outlined in the report from the Director, Arts, Culture and Heritage Services, dated January 14, 2014.

  
 Jane Fernyhough  
 Director, Arts, Culture and Heritage Services

Att. 5

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

## **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 2014 Arts and Culture Grant Program, now in its third year.

The 2014 Arts and Culture Grant Program supports Council Term Goal #9:

“Arts and Culture: Continue to support the development of a thriving, resilient and diverse cultural sector and related initiatives in creating a vibrant, healthy and sustainable City.”

### **Findings of Fact**

#### **1. 2014 Arts and Culture Grant Budget**

The 2014 Arts and Culture Grant Budget is \$104,040, as per the City Grant Policy. 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.

#### **2. Notice Given and Applications Received**

Notices were placed on the City Page/City Notice Board in the Richmond Review and on the City website in October and November of 2013, advising the community that applications were being accepted for 2014 City Grant Programs until November 22, 2013. It also notified the community that a Web-based Application System had been created to provide an integrated, user-friendly, efficient and effective on-line system for applicants. A link to the City website was provided for further information and to access the system.

In October and November, emails were sent to members of the Richmond Artists Directory (more than 300 individual artists and arts/cultural organizations that have opted to receive information from the Cultural Development Manager throughout the year) to announce the grants were online and to remind of deadlines. On the City website on both the “City Grant

Program” and the “Artists’ Opportunities” pages, downloadable Guideline documents were available with links to the online form.

One free grant writing workshop was offered on November 5, attracting 13 participants. All previous grant recipients were met with individually over the summer to touch base, review their 2013 application and offer recommendations where appropriate, as well as inform them of the new online system.

For Operating Assistance, 9 applications were received and 14 were received for Project Assistance, for a total combined request of \$137,336. Tables outlining requests and recommended allocations for the 2014 Arts and Culture Grant Program are provided in Attachment 1 and Attachment 2. Grant Application Summary sheets, providing key information about each application, are found in Attachment 3. Staff recommendations and comments are included in the Summary Sheets.

### **3. Late Applications**

No applications were received after the November 22, 2013 deadline. The City Grant Policy indicates that late applications will not be accepted.

### **4. New Applications**

Five applications (total) were received from organizations that had not previously applied for a City Grant:

- Writers International Network Canada Society
- Greater Vancouver Historical Performance Society of BC
- Delta Symphony Society
- Canadian YC Chinese Orchestra Association
- Tickle Me Pickle Theatre Sports Improv Society

### **5. Application Review Process**

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

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

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

## Analysis

### 1. 2014 Arts and Culture Grant Program Information

Numbers of applications, allocations and recommendations are:

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

\* 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

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

\*16 were received, but one Operating Assistance applicant (for the Children's Arts Festival, was added to this category)

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

The establishment of a grant program specific to Richmond Arts and Culture in 2012 was a landmark advance in the development of the local arts and culture sector. As such, the program remains understood as not only a new source of funding for the applicants — who range from long-standing professional institutions to fledgling groups of enthusiastic amateur artisans — but an important opportunity for capacity building, including those who have limited or no previous experience writing grant applications.

In the third year, Staff have noted an improvement in the quality of grant applications and foresee increased competition for approval in the future as more organizations apply. Moreover, as organizations secure City of Richmond funding, their potential to leverage funding from other sources improves.

**2. Reasons for Partial or No Funding**

The majority of applications are recommended to receive funding. The principal reasons for not recommending funding were a) that the applications were incomplete or ineligible under the criteria listed in the Guidelines and b) increased competition for funds.

Due to the increased number of eligible and worthy applications that totalled requests over the \$104,040 budget, none of the applicants this year were recommended for the full amount requested.

**Financial Impact**

The 2014 Arts and Culture Grant Program has a proposed budget of \$104,040. The 2014 allocations itemized in Attachments 1 and 2 are recommended.

Project Assistance	\$ 41,870
Operating Assistance	<u>\$ 62,170</u>
Total	<u>\$ 104,040</u>
Remaining	\$ 0

## **Conclusion**

The 2014 Arts and Culture Grant Program is a vital contribution to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and liveable community. Staff recommend that the 2014 Arts and Culture Grants be allocated as proposed for the benefit of Richmond residents.



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

# 2014 Arts and Culture Grants - Recommendations

## OPERATING ASSISTANCE

Name of Organization	Most Recent City Grant	2014 Request	2014 Recom	Comments	Page
BC Children's Arts and Literacy Centre	\$10,000 (2013)	10,000	9,300	Operating Assistance is recommended for this organization that continues to grow and succeed with the Children's Arts Festival by providing unique, accessible and creative programming for children of all ages to work directly with professional artists. They are encouraged to continue their strong community partnerships.	1
Cinevolution Media Arts Society	\$10,000 (2013)	10,000	8,790	Operating Assistance is recommended for this vibrant society that presents Your Kontinent as well as a range of year-round forward-thinking and high quality programs that engage professional artists and the community at-large including youth, new immigrants and emerging artists. They have a strong volunteer base, impressive partnerships and healthy self-assessments.	3
Richmond Community Band Society	\$3,600 (2013)	3,600	2,900	Operating Assistance is recommended for this well-established band that provides professional direction to amateur musicians while engaging the community at various events. The applicant continues to address challenges with regard to its membership base and may benefit by collaborating with other cultural organizations.	5
Richmond Community Orchestra & Chorus Assoc.	\$10,000 (2013)	10,000	8,790	Operating Assistance is recommended for this well-established organization that serves a diverse range of music artists and audiences while maintaining a healthy organizational structure as exemplified in their commitment to strategic planning and strengthening of capacity.	7
Richmond Music School Society	\$10,00 (2013)	10,000	7,200	Operating Assistance is recommended for this strong organization that serves high calibre music education for young people and strives to be accessible for all income levels. Due to grant budget constraints, the amount allotted is proportional to the relative percentage of the overall budget.	9
Richmond Potters' Club	\$3000 (2013)	10,000	5,200	Operating Assistance is recommended to be increased to \$5,000 from \$3,000 last year, for this well-established organization that provides pottery programs and exhibits in the community. The applicant is encouraged to broaden its audience and practice, potentially to attract a younger demographic, and to continue to advance pottery as an art form.	11
Richmond Youth Choral Society	\$9,000 (2013)	10,000	8,790	Operating Assistance is recommended for this organization whose progress-to-date is impressive, and shows growth and development (for example the potential to start a choir for younger children) while looking forward with a clear recognition of challenges. While the applicant demonstrates a clear and realistic self-awareness, it might benefit from paid staff in future to avoid burn-out.	13



Textile Arts Guild of Richmond Society	\$5,600 (2013)	4,000	3,500	Operating Assistance is recommended for this long-standing organization that advances textile arts as a means of creative expression, community engagement and social good. The applicant continues to show a great willingness to partner with others and pursue innovative projects and their self-assessment indicates a clear recognition of challenges with committees in place to address them.	15
The Community Arts Council of Richmond	\$9,100 (2013)	10,000	7,700	Operating Assistance is recommended to this long-standing organization that provides valuable opportunities for local artists to display their art in public settings, and have demonstrated an eagerness to work with partners (such as the Steveston Grand Prix of Art) and engage in community outreach. The society has addressed the deficit issue of last year and rose to the challenge of no exhibition space. The applicant is encouraged to broaden its programming scope to include non-traditional and/or innovative	17
<b>OPERATING ASSISTANCE SUBTOTAL</b>		<b>77,600</b>	<b>62,170</b>		

## 2014 Arts and Culture Grants - Recommendations

### PROJECT ASSISTANCE

Name of Organization + Project	Most Recent City Grant	2014 Request	2014 Recom	Comments	Page
Canada YC Chinese Orchestra Summer Concert 2014	N/A	\$5,000	4,160	Project Assistance is recommended for this high-quality Chinese musical performance that engages new immigrants and a range of ages, notably youth. This concert involves a much larger venue than previous events, and while the applicant has strategies in place to ensure ticket sales, they are encouraged to invest in some promotional strategies to raise their profile.	19
Cinevolution Media Arts Society: LADY JUSTICE: at the Library	N/A	\$4,000	3,640	Project Assistance is recommended for this professional, contemporary and community engaged work that stretches artistic boundaries. Cinevolution has also applied for provincial and federal funding for this project and while the organization already receives Operating Assistance, this Project falls outside of normal operations.	22
Delta Symphony Society: Outreach Concert and Instrument Petting Zoo at Richmond Gateway Theatre	N/A	\$3,875	2,860	Project Assistance is recommended for this well-established youth orchestra's outreach program for families, children and youth.	24
Philippine Cultural Arts Society of BC: Showcasing Philippine Dance & Music to the City of Richmond	\$2,100 \$2,000 \$1,000 (2013)	\$5,000	3,120	Project Assistance is recommended for this project that will engage different age groups while they are introduced to arts and culture from the Philippines, and provides performance opportunities for participants. The applicant is encouraged to apply greater scrutiny to their in-kind budget allocations.	26
Richmond Art Gallery Association: Meet the Artist Videos	\$5,000	\$5,000	4,680	Project Assistance is recommended for this high quality program that provides the public, particularly youth, exposure to and learning from professional and highly respected artists.	28
Richmond Arts Coalition Outreach program	\$3,600 (2013)	\$5,000	3,750	Project Assistance is recommended in order to support the increased capacity of this organization and their project to reach out to the business community to form partnerships with the arts including new exhibition spaces.	30

Richmond Weavers' and Spinners' Guild Society: Weaving with Richmond's Natural Abundance: Using local plants to engage community in environmentally sustainable crafts	\$1,900	\$5,000	3,850	Project Assistance is recommended for this innovative project that builds on their established collaboration with a professional artist and incorporates Richmond parks and natural materials. The applicant is encouraged to apply greater scrutiny to their in-kind budget allocations.	32
The Greater Vancouver Historical Performance Soc of BC: The Compleat Courtier Richmond	N/A	\$3,050	2,080	Project Assistance is recommended for this unique partnership with the Richmond Music Teacher's Association, their students and families to promote historic performing arts.	34
The Richmond Singers Spring 2014 Concert Program	\$1,500	\$5,761	2,600	Project Assistance is recommended for the Spring concert series of this long standing organization that pursues new partnerships with other choirs in the region and new performance opportunities within Richmond and beyond. The applicant is encouraged to work on improving the presentation of their budget.	37
Tickle Me Pickle Theatre Sports Improv Society: Improv Season	N/A	\$5,000	4,160	Project Assistance is recommended for this young, Arts Award winning group that engages youth and families by providing accesible theatrical experiences. Funding is recommended for the Performance Series component of the grant only.	39
Vancouver Cantonese Opera: Multicultural Heritage Festival	\$3,000 (2013)	\$5,000	3,850	Project Assistance is recommended for this second annual multi-cultural celebration in Richmond. The applicant has a strong programming history and track record working effectively with local artists and cultural groups and is proactive with its community engagement activities. A significant percentage of the budget goes directly to artists.	42
Vancouver Tagore Society: West Coast Tagore Festival 2014	N/A	\$5,250	3,120	Project Assistance is recommended for this now established cultural event that has expanded to two days of eclectic multidisciplinary programming with a healthy mix of community and professional level activities. The applicant is highly encouraged to place higher scrutiny on their budget presentation, particularly their in-kind allocations and to seek diversified sources of revenue.	45
Vancouver Tagore Society: An Afternoon of Bengali Poetry	N/A	\$1,450	0	While this new initiative on the Rooftop Garden would provide a unique opportunity for Richmond residents to experience Bengali art forms, because of concerns about the capacity of the organization, particularly as reflected in their budget presentation, combined with the relatively low community impact, Project Assistance is not recommended for this project at this time; however, it is recommended for this applicant's other project, West Coast Tagore Festival.	47
Writers International Network Canada Society: Third WIN Literary Festival	N/A	\$1,350	0	While this intercultural and multidisciplinary showcase shows merit, it was unclear if there were any Richmond-based artists involved. As well, there were a number of errors in the application raising questions about the capacity of the organization. Project Assistance is not recommended for this year given budget constraints.	49
<b>PROJECT ASSISTANCE SUBTOTAL</b>		<b>1,350</b>	<b>6,970</b>		

<b>OPERATING ASSISTANCE SUBTOTAL</b>	<b>77,600</b>	<b>62,170</b>
<b>PROJECT ASSISTANCE SUBTOTAL</b>	<b>59,736</b>	<b>41,870</b>
<b>COMBINED TOTAL</b>	<b>137,336</b>	<b>104,040</b>
TOTAL AVAILABLE		104,040
Balance Remaining		0

## 2014 Arts and Culture Grants - Recommendations

<b>OPERATING ASSISTANCE</b>	
<b>Name of Organization</b>	<b>2014 Recom</b>
BC Children's Arts and Literacy Centre	9,300
Cinevolution Media Arts Society	8,790
The Community Arts Council of Richmond	7,700
Richmond Community Band Society	2,900
Richmond Community Orchestra & Chorus Assoc.	8,790
Richmond Music School Society	7,200
Richmond Potters' Club	5,200
Richmond Youth Choral Society	8,790
Textile Arts Guild of Richmond Society	3,500
<b>OPERATING ASSISTANCE SUBTOTAL</b>	<b>62,170</b>

<b>PROJECT ASSISTANCE</b>	
<b>Name of Organization + Project</b>	<b>2014 Recom</b>
Vancouver Cantonese Opera: Multicultural Heritage Festival	3,850
Writers International Network Canada Society: Third WIN Literary Festival	0
Richmond Arts Coalition Outreach program	3,750
Cinevolution Media Arts Society: LADY JUSTICE: at the Library	3,640
Philippine Cultural Arts Society of BC: Showcasing Philippine Dance & Music	3,120
The Richmond Singers Spring 2014 Concert Program	2,600
The Greater Vancouver Historical Performance Soc of BC: The Compleat Courtier Richmond	2,080
Delta Symphony Society: Outreach Concert and Instrument Petting Zoo	2,860
Richmond Weavers' and Spinners' Guild Society: Weaving with Natural Abundance	3,850
Canada YC Chinese Orchestra Summer Concert 2014	4,160
Richmond Art Gallery Association: Meet the Artist Videos	4,680
Tickle Me Pickle Theatre Sports Improv Society: Improv Season	4,160
Vancouver Tagore Society: West Coast Tagore Festival 2014	3,120
Vancouver Tagore Society: An Afternoon of Bengali Poetry	0
<b>PROJECT ASSISTANCE SUBTOTAL</b>	<b>41,870</b>
<b>OPERATING ASSISTANCE SUBTOTAL</b>	<b>62,170</b>
<b>PROJECT ASSISTANCE SUBTOTAL</b>	<b>41,870</b>
<b>COMBINED TOTAL</b>	<b>104,040</b>



## Operating Assistance Application for 2014

### Arts & Culture Grants Program

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

**Society: BC Children's Arts and Literacy Centre Society**

#### Society Mandate Summary:

To develop, facilitate, and promote programs that engage British Columbian children, youth, and adults in the enjoyment of art for its own sake as well as a means of enhancing literacy and learning.

#### Society History:

What began as two days of field trips for two hundred students to the Richmond Cultural Centre expanded, in 5 years, to over 9000 people participating in workshops and activities in the Richmond Library, Arts Centre, Art Gallery, Media Lab, Museum, Aquatics Centre and Skating Arena, as well as outreach programs in several schools. The history outlined here describes the journey towards the vision for "the Centre" that resulted in the birth of the Children's Arts Festival and the role we play in the community of Richmond.

The Festival's story began 8 years ago with a small piece of paper, a pen that didn't work and an idea that was very timely, given the cuts to arts education and the call for a more literate society. Armed with some of the best leaders in the field of education and a founder whose tenacity and energy, simply put, is contagious, the BC Children's Arts and Literacy Centre registered as an incorporated nonprofit society in September 2006. Over the next two years, successful programs included: workshops for teachers with hands on practical ideas for drama and visual arts education, all with a focus on literacy, the participation of over 6,000 children in the making of the book, "The House that Max Built" by Maxwell Newhouse, and several arts and literacy workshops for under-privileged children.

In 2009, the Centre launched the first Children's Arts Festival (The Festival) with 2 school field trip days and 240 participants. By 2013 the Festival grew to 4 school field trip days, 1 public day, and outreach programs with over 9000 participants. Additionally, the Festival became a major public event and focal point for the first ever BC Family Day holiday. The BC Children's Arts and Literacy Centre, through the Richmond Arts Awards, was recognized for contribution to the advancement of arts education, particularly through the Children's Arts Festival.

#### GRANT REQUEST

<b>Requested Amount:</b>	\$10,000
<b>Society</b>	
<b>Operating Budget:</b>	\$102,260

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

# Operating Assistance Application for 2014

BC Children's Arts and Literacy Centre

Summary Page 2

Year	Amount	Grant Program
2013	\$10,000	Operating Assistance

## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$102,296	\$143,500
Total Expenses:	\$102,926	\$143,500
Surplus:	\$1	\$1
Accumulated Surplus:	\$1	\$1
Other Funders:	BC Arts Council \$20,000	

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$9,300

Aggregate  
Score: 47.8

Recommendation:

Operating Assistance is recommended for this organization that continues to grow and succeed with the Children's Arts Festival by providing unique, accessible and creative programming for children of all ages to work directly with professional artists. They are encouraged to continue their strong community partnerships.

**Society: Cinevolution Media Arts Society**

**Society Mandate Summary:**

Cinevolution's mission is to engage, educate and empower diverse communities to enhance their capacity for intercultural understanding and global awareness through film and media art

**Society History:**

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

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

1. Providing affordable spaces for creation-The Richmond Media Lab serves to provide community members with the tools needed to engage in art-making. Our community workshops and Media Café are hosted in the Richmond Media Lab and are open to the public.
2. Increasing cultural activities and programs-Cinevolution encourages community engagement in arts and culture by offering activities in a variety of formats, including festivals, workshops and salons.
3. Enhancing quality of place- Cinevolution showcases a lot of place-based art. Event like the Your Kontinent Festival strives to use the natural, urban, and cultural landscape of Richmond as a 3-dimensional canvas which can be reinterpreted and through the lens of artistic and creative projects (e.g. multimedia projections, live performances, public art installations, etc).
4. Engage citizens across generations-In the past, the Your Kontinent Festival and community workshops have successfully engaged community members of all ages, including children, youth and seniors. We seek to build upon our success and expand our programs to make room for intergenerational dialogue.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$10,000
<b>Society</b>	
<b>Operating Budget:</b>	\$205,546

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$10,000	Operating Assistance

**FINANCIAL SUMMARY**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$44,209	\$125,450
Total Expenses:	\$40,675	\$125,449
Surplus:	\$3,534	\$1
Accumulated Surplus:	\$3,534	\$1
Other Funders:	BC Gaming, Metro Vancouver, BC Arts Council: \$54, 000, Canadian Heritage \$36,900	

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$8,790

**Aggregate Score:** 49.3

**Recommendation:**

Operating Assistance is recommended for this vibrant society that presents Your Kontinent as well as a range of year-round forward-thinking and high quality programs that engage professional artists and the community at-large including youth, new immigrants and emerging artists. They have a strong volunteer base, impressive partnerships and healthy self-assessments.



# Operating Assistance Application for 2014

## Arts & Culture Grants Program

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

**Society: Richmond Community Band Society**

### Society Mandate Summary:

Our mandates are to provide musical concerts for the public, mostly in Richmond, 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. Still later (1996) it was renamed as The Lulu Island Music Society and even still later (2003) as the current Richmond Community Band Society. Throughout these name changes the band remained essentially the same musical group. 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 rehearse and thereby hone the musical skills of our members, most of whom are seniors resident in Richmond. as a result of these rehearsals we are able to provide at least 12 public musical performances, mostly 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 27 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 the rather distant past (1995) our band was invited to participate in the ceremonies celebrating the liberation of the Netherlands by Canadian Armed Forces at the end of WW2. A few years earlier the band toured England and Scotland.

### GRANT REQUEST

<b>Requested Amount:</b>	\$3,600
<b>Society</b>	
<b>Operating Budget:</b>	\$12,515

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

Year	Amount	Grant Program
2013	\$3,600	Operating Assistance

### FINANCIAL SUMMARY



# Operating Assistance Application for 2014

Richmond Community Band Society

Summary Page 2

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<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$15,050	\$14,150
Total Expenses:	\$11,622	\$12,450
Surplus:	\$3,428	\$1,700
Accumulated Surplus:	\$11,585.89	\$13,285.89
Other Funders:		

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$2,900

Aggregate  
Score: 44.3

Recommendation:

Operating Assistance is recommended for this well-established band that provides professional direction to amateur musicians while engaging the community at various events. The applicant continues to address challenges with regard to its membership base and may benefit by collaborating with other cultural organizations.



**Operating Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society: Richmond Community Orchestra and Chorus Association**

**Society Mandate Summary:**

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

**Society History:**

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

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

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

**GRANT REQUEST**

<b>Requested Amount:</b>	\$10,000
<b>Society</b>	
<b>Operating Budget:</b>	\$112,300

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

# Operating Assistance Application for 2014

Richmond Community Orchestra and

Summary Page 2

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Year	Amount	Grant Program
2013	\$10,000	Operating Assistance

## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$99,088	\$113,450
Total Expenses:	\$103,168	\$113,450
Surplus:	(\$4,080)	\$0
Accumulated Surplus:	\$53,361	\$0
Other Funders:	BC Gaming \$25,000	

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$8,790

Aggregate  
Score: 46.0

Recommendation:

Operating Assistance is recommended for this well-established organization that serves a diverse range of music artists and audiences while maintaining a healthy organizational structure as exemplified in their commitment to strategic and planning and strengthening of capacity.



## Operating Assistance Application for 2014

### 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 and offer programmes in music; to foster interest and participation in music.

**Society History:**

The Richmond Music School was established in February, 1980 as a non-profit organization dedicated to high standards in teaching music, both in private and class settings. Since that time it has come to enjoy a leadership position through Metro Vancouver for its many student performances and innovative programs. There are 22 teachers employed at the school as well as 5 advanced Junior teachers, 6 Junior teachers and 6 apprentice teachers. The school provides major concert opportunities for its students with faculty and professional performers, community performances, preparation for RCM and ABRSM examinations, master classes, below-cost group violin classes, a free children's orchestra, and professional development experiences for its apprentice and Junior teachers, who have their ARCT and/or LRSM certificates. Over 350 public performances are presented by students and faculty in Richmond and Metro Vancouver each year. The school continues with its twin objectives to pursue the highest artistic standards with its performances and teachers and to provide unique opportunities for children to get involved in music whose parents may find otherwise find the cost prohibitive. Musical instruction is available for all ages and financial background.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$10,000
<b>Society</b>	
<b>Operating Budget:</b>	\$412,788.94

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

Year	Amount	Grant Program
2013	\$10,000	Operating Assistance

**FINANCIAL SUMMARY**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
<b>Total Revenue:</b>	\$565,725	\$425,172.6
<b>Total Expenses:</b>	\$523,878	\$425,172.6
<b>Surplus:</b>	\$41,847	\$0

**Operating Assistance Application for 2014**

**Richmond Music School Society**

**Summary Page 2**

**Accumulated Surplus:** \$0 \$0

**Other Funders:** Outreach Violin Program \$44,290

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$7,200

**Aggregate Score:** 46.8

**Recommendation:**

Operating Assistance is recommended for this strong organization that serves high calibre music education for young people and strives to be accessible for all income levels. Due to grant budget constraints, the amount allotted is proportional to the relative percentage of the overall budget.
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**Operating Assistance Application for 2014  
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 mentoring between members of the Club. The RPC demonstrates the skills and techniques of pottery making to the public.

**Society History:**

The Richmond Potters' Club was formed in 1969. Since then the RPC has , as volunteers, organized, administered and provided adult classes. The RPC offers workshops to members and the public, provides in-house education in clay arts, publishes a newsletter, has monthly meetings, informs members of pottery shows, exhibition opportunities and workshops elsewhere, puts on 2 sales/year, rents the studio for members, maintains a website and takes part in Community events with demonstrations and displays. The RPC furnished the studio and currently owns about \$40,000 worth of equipment and materials. It has a large library and subscribes to pottery periodicals. Members have about 23 hours/week studio time to do their clay work and the many jobs needed to keep the Club going. Our members welcome the public into the studio, answer their queries and share our joy in the creative process. We inform parents about City classes for children. The Richmond public looks forward to our twice yearly Sales which now include the Spinners and Weavers. Sales give us another chance to talk pots with the public. The Club awards a prize of a semester of classes, clay and tools to a graduating Richmond high school student. Each year the Club adopts a charity. Last year the members supplied mugs for the Richmond Art Gallery's Tea With the Curator program. The RPC displays and demonstrates at City events showcasing the Arts: Doors Open, The Resident Artist's Showcase, Culture Days, and the Maritime Festival. Highlights this year included a 10 day juried exhibition in the Performance Hall sponsored by a grant from the Community Arts Council of Richmond, a 2 1/2 day, hands on workshop with B.C. artist Mary Fox, a Raku firing at the Shadbolt Centre where new techniques were learned. The RPC hopes to convey to the public its passion for clay work and the joy that comes from creating something beautiful, functional, striking or whimsical from an amorphous piece of clay.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$10,000
<b>Society</b>	
<b>Operating Budget:</b>	\$43,900

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$3,000	Operating Assistance

# Operating Assistance Application for 2014

Richmond Potters' Club

Summary Page 2

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## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$46,974	\$47,235
Total Expenses:	\$41,762	\$47,235
Surplus:	\$5,211	\$0
Accumulated Surplus:	\$0	\$5,211
Other Funders:		

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$5,200

Aggregate  
Score: 41.0

Recommendation:

Operating Assistance is recommended to be increased to \$5,000 from \$3,000 last year, for this well-established organization that provides pottery programs and exhibits in the community. The applicant is encouraged to broaden its audience and practice, potentially to attract a younger demographic, and to continue to advance pottery as an art form.



**Operating Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society: Richmond Youth Choral Society**

**Society Mandate Summary:**

To provide 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 in 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 Coral 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 2009-2010 season of the RYHC, the choirs were recognized as a premiere group within our city. Now in our 12th season, we have launched a 3rd choir, "Prelude" to serve children aged 5-7 years. Performance highlights include: 2010 Olympic Performances (4); Performance for the Emperor and Empress of Japan; joint performance with the Philharmonic Orchestra from our sister city, Xiamen, China; World Senior Badminton Championships; the Vancouver Symphony Orchestra; repeated performances at "Richmond Sings" to benefit the Richmond Food Bank; our own commissioned work, "Listen to the Music" with the Vancouver Youth Symphony Orchestra in 2013; Joint concert with the visiting Wakayama Children's Choir from our sister city in Japan also in 2013. Current invitations include: Richmond Singers, Richmond Chorus and Orchestra, Schmeckfest, and joint concert with Westgate Collegiate visiting from Winnipeg, just to name a few! Parents, the Board of Directors, staff and members of the community continue to volunteer to make this choir successful!

**GRANT REQUEST**

**Requested Amount:** \$10,000  
**Society**  
**Operating Budget:** \$53,209

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

Year	Amount	Grant Program
2013	\$9,900	Operating Assistance

**FINANCIAL SUMMARY**



# Operating Assistance Application for 2014

Richmond Youth Choral Society

Summary Page 2

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Most Recently Completed Year

Proposed Year

Total Revenue:	\$54,405	\$55,300
Total Expenses:	\$53,209	\$54,695
Surplus:	\$1,196	\$605
Accumulated Surplus:	\$1,196	\$605
Other Funders:	BC Gaming \$4,200	

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$8,790

Aggregate  
Score: 46.3

Recommendation:

Operating Assistance is recommended for this organization that continues to meet its ambitious goals, grow and expand its programs. The applicant has well-organized plans in place and a healthy self-assessment.



**Operating Assistance Application for 2014  
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 our members 2) Producing items requested by community organizations, and 3) Maintaining an environment that provides artistic development and social support to our guild members.

**Society History:**

TAGOR began 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. TAGOR offered eight major public exhibitions either by ourselves or in User Group Shows. Community projects in these years included quilts to mark Richmond's 1979 Centennial and Expo'86.

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

As the focus of the Richmond Art Gallery shifted from local arts groups to a national and international base, our costs for mounting shows rose dramatically. Still, we 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 were given rent-free days by the Arts Centre to support this work. We created a special Millennium Quilt in 2000 and created quilts auctioned to support the Canadian Breast Cancer Foundation in 2005-06. In 2009 we became a registered non-profit society. In December 2010 the TAGOR website was launched. Also in December 2010, 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 from TAGOR members. In 2012-13, TAGOR launched and successfully completed its 100 Quilt Challenge for Lion's Manor. In October 2013 TAGOR won a People First Award from the Vancouver Coastal Health Authority for its 100 Quilt Challenge Project.

**GRANT REQUEST**

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

**Society**

**Operating Budget:** \$19,078

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

Year	Amount	Grant Program
2013	\$5,600	Operating Assistance

**FINANCIAL SUMMARY**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$17,788	\$13,601
Total Expenses:	\$16,487	\$13,600
Surplus:	\$1,301	\$1
Accumulated Surplus:	\$9,861	\$8,000
Other Funders:		

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$3,500

Aggregate  
Score: 45.3

Recommendation:

Operating Assistance is recommended for this long-standing organization that forwards textile arts as a means of creative expression, community engagement and social good. The applicant continues to show a great willingness to partner with others and pursue innovative projects and their self-assessment indicates a clear recognition of challenges with committees in place to address them.



**Operating Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society: THE COMMUNITY ARTS COUNCIL OF RICHMOND**

**Society Mandate Summary:**

To support, increase and broaden the opportunities for Artists & Artisans in the creative arts and to take the necessary steps to do this while expanding the opportunities for Richmond Citizens to enjoy the Arts.

**Society History:**

Over the past 43 years we: raised funds helping to issue grants & scholarships, offered classes of all types of the creative arts, and lobbied for better access to funding for the Arts. We hold a variety of events, exhibitions and programs every year, all of which are free to the public to attend, and at no or very little costs to the participants. Have created partnerships with other art groups and clubs, met with City Staff on various matters and have been open to suggestions of how to do our work more effectively. Operate a website which has a public calendar of events that anyone producing an event may list on free of charge.

**GRANT REQUEST**

**Requested Amount:** \$10,000  
**Society Operating Budget:** \$55,676

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

Year	Amount	Grant Program
2013	\$9,100	Operating Assistance

**FINANCIAL SUMMARY**

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$55,676	\$66,131
<b>Total Expenses:</b>	\$42,191	\$66,131
<b>Surplus:</b>	\$13,485	\$1,200
<b>Accumulated Surplus:</b>	(\$6,800)	(\$5,600)
<b>Other Funders:</b>	BC Gaming \$10,000, BC Creative Communities \$7,900	

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$7,700

**Aggregate  
Score:** 39.8

**Recommendation:** Operating Assistance is recommended for this long serving organization and their initiative to strengthen arts participation in the community. The applicant is encouraged to find ways to continue to work with established artists and arts groups such as the recent collaboration with other organizations in the 'Pots and Paints' event and, as mentioned previously, to broaden the programming scope to include innovative and non-traditional programming practices.

**Society:** Canadian YC Chinese Orchestra Association**Project Name:** Canada YC Chinese Orchestra Summer Concert 2014**Dates:** June 22, 2014**Project Summary:**

In partnership with Mr. Harold Ma, a baritone soloist, the Canada YC Chinese Orchestra will host a concert on June 22, 2014 at the Richmond Gateway Theatre. It features a unique blend of golden traditional melodies in China and Hong Kong. The repertoires include orchestra, vocal and instrumental solo chosen to entertain our favorite music lovers.

**Society Mission/Mandate:**

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

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

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

Our board of directors hosts monthly meetings to plan for upcoming performance schedules, recruitment as well as deciding on the future of the association. The orchestra has a scheduled rehearsal once every week, and which is composed of 30 plus musicians playing stringed, plucked, woodwind, and percussion instruments. Members of the orchestra range from age 13 to mid-60s.

The Orchestra is deeply rooted in the Chinese cultural heritage. Its performance format and repertoire include both traditional Chinese and contemporary music. It also explores new frontiers in music through playing music from different countries (e.g. Canada, USA, Russia as well as many others).

**Society History:**

Since inception, the association has had numerous performances by members of the association including performances by the 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 Center of City of Richmond. Since then, on a weekly basis, our full orchestra has been practising at the performing hall of the Cultural Center of City of Richmond during which, audiences can come and enjoy our music for free.

Our efforts to promote Chinese culture also include cooperation with other groups. One of our major performances, "Guests from afar please stay", was in partnership with Vancouver Choir at the Norman Rothstein Theatre. The performance had a full house and as a result, another show was added (in about 6 months). In June this year, we participated the first time for the 2013 Multicultural Heritage Festival and we arranged and performed "O Canada" with our own instruments, and which was welcome by the audiences as well as Government officials.

For the last 3 years, CYCCOA continued to be a strong element in the City of Richmond. In addition to performing in many concerts, CYCCOA hosted educational workshops, participated in community services, cultural events, festivals, and celebrations across our community.

As an artist in resident of the Richmond Cultural Center, we participate actively in the Cultural events in our community. In June 2013, we performed for the Richmond Multicultural Heritage Festival. In September 2013, we sent more than 10 of our best members of our orchestra to demonstrate and perform for the Richmond Cultural day. On May 8, we were invited to perform for the Richmond Arts Awards ceremony and on October 9, we were again invited to perform for the Business Appreciate Event of the City of Richmond. While it is both our pleasure and honor to perform for our community, it also demonstrated our association has become an important element in the cultural area of the City of Richmond.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$5,000
<b>Project Budget:</b>	\$17,400
<b>Society</b>	
<b>Operating Budget:</b>	\$17,900

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

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<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2005	\$1,000	Parks, Rec and Community Events

**FINANCIAL SUMMARY**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$8,355	\$18,000
Total Expenses:	\$8,093	\$17,900
Surplus:	(\$489)	\$100
Accumulated Surplus:	(\$489)	(\$389)

Other Funders:

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$4,160

Aggregate  
Score: 43.8

Recommendation: 

Project Assistance is recommended for this high-quality Chinese musical performance that engages new immigrants and a range of ages, notably youth. This concert involves a much larger venue than previous events, and while the applicant has strategies in place to ensure ticket sales, they are encouraged to invest in some promotional strategies to raise their profile.
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**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** Cinevolution Media Arts Society

**Project Name:** LADY JUSTICE: at the Library

**Dates:** April 15, 2014 - December 30, 2014

**Project Summary:**

LADY JUSTICE: at the Library is a community-based, durational and collaborative performance art-aktion and video by Margaret Dragu aka Lady Justice in collaboration with Cinevolution Media Arts. The performance brings Lady Justice and her 7 Vices/Virtues to engage with Richmond Female Older/Younger Duos to create a work about languages of word and body; babble/Babel and (mis) communication; multi-lingual idiomatic expression, injury and healing; it explores notions of mentoring and education of girls as an instrument for social change.

**Society Mission/Mandate:**

The mission of Cinevolution Media Arts Society is "to strive to engage, educate and empower diverse communities to enhance their capacity for intercultural understanding and global awareness by employing film and media art as a starting point for discourse and personal discovery." Our vision is to be recognized in our field as an incubator for hybrid art forms and new thinking on multiculturalism and global interconnectedness.

**Society History:**

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

- Your Kontinent, a yearly International Film and Media Arts Festival, presenting media art and film presentations of local and international artists in unique settings;
- DocuAsia Forum showcasing media art and film on the global implications of Asian cultural and economic development, bringing together filmmakers, artists, academics, community representatives, and the public;
- Media Cafe, a monthly modern day salon for cinema lovers, digital media users and armchair philosophers;
- Ongoing Community Workshops on animation, after effects, seniors computing and digital storytelling.

**GRANT REQUEST**

**Requested Amount:** \$4,000  
**Project Budget:** \$8,300

# Project Assistance Application for 2014

Cinevolution Media Arts Society

Summary Page 2

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Society  
Operating Budget: \$266,850

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

Year	Amount	Grant Program
2013	\$10,000	Operating Assistance

## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$44,209	\$125,450
Total Expenses:	\$40,675	\$125,450
Surplus:	\$3,534	\$1
Accumulated Surplus:	\$3,534	\$1

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

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$3,640

Aggregate  
Score: 46.3

Recommendation:

Project Assistance is recommended for this professional, contemporary and community engaged work that stretches artistic boundaries. Cinevolution has also applied for provincial and federal funding for this project and while the organization already receives Operating Assistance, this Project falls outside of normal operations.

**Society:** Delta Symphony Society**Project Name:** Outreach Concert and Instrument Petting Zoo at Richmond Gateway**Dates:** November 2014**Project Summary:**

The Outreach Concert and Instrument Petting Zoo will showcase the talents of our young musicians, through a performance of a musical program aimed at children and families. Following the concert, children will have the opportunity to touch and try out instruments at our Instrument Petting Zoo. We hope to foster an interest in music and performance. The event will be informal and hands-on.

**Society Mission/Mandate:**

## Our Mission Statement

- To encourage young musicians to learn more about themselves through their music
- To provide a high quality of musical training in orchestral and ensemble settings
- To provide all members equal benefits and opportunities to develop musically
- To provide a graduated program that increases musical expectations from pre-junior to senior levels
- To provide a balanced musical education as a member of an orchestra, a chamber ensemble, and as a soloist
- To promote an understanding and appreciation of orchestral music in our communities

**Society History:**

The Orchestra first began rehearsals in September, 1971 in Ladner. With the support of approximately forty players, Harry Gomez formed the Orchestra and became its Conductor and Music Director. The Orchestra first performed at an open rehearsal for Mayor Dugald Morrison at the Ladner Community Centre later that year.

Throughout the 1970s and 1980s, the Orchestra underwent tremendous growth, attracting young players from Richmond and the rest of the Lower Mainland. It continued its mission as an orchestral preparation program led by highly qualified musical staff.

In 2013, recognizing that the majority of its young musicians are residents of Richmond, the Orchestra officially changed its name to Richmond Delta Youth Orchestra. Its current make-up includes over 100 young performers in the Symphony, Intermezzi Strings, Wind Ensemble, Junior Strings, Capriccio Strings, and Chamber Music divisions.

Each year the RDYO performs numerous outreach concerts in Richmond, including (in 2012) at

# Project Assistance Application for 2014

Delta Symphony Society

Summary Page 2

the Salvation Army Rotary Hospice House, the Richmond Cultural Centre, Westfest at the West Richmond Community Centre, the 9th Annual Richmond Maritime Festival, Lansdowne Mall, and Gilmore Park United Church. In 2013, the RDYO has performed at a Chinese New Year party at Shang Garden, IKEA Richmond, Aberdeen Centre (for Richmond Education week), the Richmond Arts Centre with the Richmond Youth Dance Company, the Richmond Steveston Garden Opening, Richmond Hospice, Richmond Arts Award—Council Chamber at Richmond City Hall, Richmond Art Gallery, The 10th Annual Richmond Maritime Festival, and Richmond Community Block Party at Debeck School.

## GRANT REQUEST

Requested Amount:	\$3,875
Project Budget:	\$7,750
Society	
Operating Budget:	\$102,820

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

Year	Amount	Grant Program
1993	\$500	Parks, Rec and Community Events

## FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$102,030.35	\$102,820
Total Expenses:	\$101,828.76	\$102,650
Surplus:	\$201.86	\$170
Accumulated Surplus:	(\$1)	(\$1)

Other Funders:

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$2,860

Aggregate  
Score: 42.8

Recommendation: Project Assistance is recommended for this well-established youth orchestra's outreach program for families, children and youth.



**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** PHILIPPINE CULTURAL ARTS SOCIETY OF BC

**Project Name:** Showcasing Philippine Dance & Music to the City of Richmond

**Dates:** January 2014 - September 2014

**Project Summary:**

Our vision is to showcase Philippine dance & music to the City of Richmond by holding performances in various communities. Inclusive in these performances, will be a meet & greet booth where we invite people to learn about PhilCAS and the Philippine culture. We are also encouraging children, teens & adults to learn about traditional dance and music through workshops that we will provide. These cultural Philippine dances & music will be taught along with the history and meaning of each dance. Upon completion, the participants will showcase what they've learned during the Richmond tour.

**Society Mission/Mandate:**

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

**Society History:**

PhilCAS of BC, based in Richmond and registered since 2000, is a non-profit organization primarily dedicated to 'introducing Philippine tradition and culture through dance and music. The society started off as a small group of 10 young Filipino-Canadians using the backyard of Antoinette & Honesimo's house whose main interests were to discover their roots. Today, the society has grown to 65 members who will take this knowledge and eventually propagate these traditions to their peers. PhilCAS focuses on strengthening the concept of harmoniously existing with the various multi-cultural sectors in the community.

PhilCAS annually receives invites to perform at various community events throughout Richmond and the lower mainland. In addition, PhilCAS aims to educate our community of the traditions and culture of the Philippines, in particular those people of Filipino birth, ancestry, or affiliation. We hope this will provide the youth with a sense of community and help them better understand their own heritage and culture. PhilCAS role in Richmond is geared towards providing awareness to Richmond residents the richness of multiculturalism through various art forms.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$5,000
<b>Project Budget:</b>	\$11,486
<b>Society</b>	

Operating Budget: \$384.25

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$2,100	Project Assistance
2013	\$2,000	Project Assistance
2013	\$1,000	Project Assistance

**FINANCIAL SUMMARY**

<b><u>Most Recently Completed Year</u></b>		<b><u>Proposed Year</u></b>
Total Revenue:	\$21,514.5	\$19,020.25
Total Expenses:	\$17,875.52	\$18,372
Surplus:	(\$361.02)	\$648.25
Accumulated Surplus:	\$647.75	\$1,296

Other Funders:

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$3,120

Aggregate  
Score: 37.8

Recommendation:

Project Assistance is recommended for this project that will engage different age groups while they are introduced to arts and culture from the Philippines, and provides performance opportunities for participants. The applicant is encouraged to apply greater scrutiny to their in-kind budget allocations.



**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** Richmond Art Gallery Association

**Project Name:** Meet the Artist Videos

**Dates:** March - December 2014

**Project Summary:**

The Gallery will produce a separate series of artist interviews specifically designed for use by Secondary and Elementary teachers in their classrooms, and during tours of the Gallery by visiting students. Videos will feature interviews with regional artists talking about their artwork, ideas, and creative process, and the steps they took to become artists. The objectives of the project are to provide resources on regional contemporary art and artists to teachers, and to give students insight into the artistic process and the opportunity to hear directly from the artist.

**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 1496 exhibitions of contemporary art. The gallery is open free to the public seven days a week. Education and outreach programs operate year round and include the School Art Program, Family Sunday Program, Artist Talks and Tours, and Artist workshops. A corps of volunteer guides offer tours in English and Mandarin, while Gallery attendants welcome and orient visitors to the current exhibitions daily. The School Studio Art Program is led by a professional artist and BC Certified teacher who adapts all tours and workshops to the grade level and BC School Curriculum and serves Richmond, Delta, Tsawwassen, and Vancouver area schools. With an average annual attendance of 28,000 the Richmond Art Gallery serves the citizens of Richmond, the Greater Vancouver Regional District, the Gulf Islands and the Lower Mainland, as well as visitors from other parts of the province, national and international tourists. The Gallery is well respected regionally and nationally for its quality programming and publications and for its excellence in art education.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$5,000
<b>Project Budget:</b>	\$10,000
<b>Society Operating Budget:</b>	\$183,931

# Project Assistance Application for 2014

Richmond Art Gallery Association

Summary Page 2

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

Year	Amount	Grant Program
2013	\$5,000	Project Assistance

## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$160,920	\$183,931
Total Expenses:	\$167,518	\$181,032
Surplus:	(\$6,598)	\$2,634
Accumulated Surplus:	(\$6,598)	\$2,634

Other Funders: Metro Vancouver \$5,000

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$4,680

Aggregate  
Score: 49.3

Recommendation: 

Project Assistance is recommended for this high quality program that provides the public, particularly youth, exposure to and learning from professional and highly respected artists.
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**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** Richmond Arts Coalition

**Project Name:** RAC Outreach

**Dates:** March - December 2014

**Project Summary:**

To create partnerships in the community that support the Arts through continued outreach to artists and the Richmond community as identified by the surveys completed in 2013. This will be accomplished by encouraging businesses and community organizations to provide exhibition and performance spaces and other support for artists.

**Society Mission/Mandate:**

To be a welcoming and inclusive member-driven association that will support and celebrate culture and arts activity in Richmond. To create support for a diversity of cultural and arts experiences by ensuring that artists, arts organizations and arts supporters can contribute to the quality of life in Richmond, as expressed in the following ways:

- a. Advocate for arts and culture to all levels of government;
- b. Work with other coalitions for arts and culture;
- c. Provide a communications platform for culture and the arts;
- d. Advocate for a new cultural and performing arts facility in Richmond;
- e. Ensure that Richmond arts and culture are represented at major events in Richmond.

**Society History:**

In 2004, the City developed a formal plan to strengthen its arts community which resulted in the formation of the Richmond Arts Coalition (RAC). In 2008, the City endorsed a "2010 Arts Plan" identifying RAC as the organization responsible for bringing local artists and arts organizations together and leading in the development and advocacy of local community arts and culture.

**GRANT REQUEST**

**Requested Amount:** \$5,000  
**Project Budget:** \$10,000  
**Society  
Operating Budget:** \$11,500

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

Year	Amount	Grant Program
2013	\$3,600	Project Assistance

**FINANCIAL SUMMARY**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$9,517.23	\$11,500
Total Expenses:	\$9,448	\$11,000
Surplus:	\$69.23	\$500
Accumulated Surplus:	\$3,625.87	\$2,125.87

Other Funders:

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$3,750

Aggregate  
Score: 39.3

Recommendation:

Project Assistance is recommended in order to support the increased capacity of this organization and their project to reach out to the business community to form partnerships with the arts including new exhibition spaces.



**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** Richmond Weavers' and Spinners' Guild Society

**Project Name:** Weaving with Richmond's Natural Abundance: Using local plants to

**Dates:** April - October, 2014

**Project Summary:**

We will host 6 monthly workshops, 5 with local artist Marina Szijarto. These include a gathering workshop, which gives an overview of plants used for weaving plus how to harvest and prepare them; three one-day beginner weaving workshops; and one two-day advanced workshop for anyone who attended a beginner workshop. We will also facilitate a community sculpture, which the public will weave for temporary installation in the Richmond Cultural Centre's Rooftop Garden. This project will build on skills learned and knowledge developed in the first year, and bring this out into the wider community.

**Society Mission/Mandate:**

The Richmond Weavers' and Spinners' Guild aims to:

- 1.) Promote, encourage, and improve the arts and crafts of weaving, spinning, and dyeing in the Community; and
- 2.) Provide an opportunity for the sharing of knowledge, skills, and ideas among members through workshops, meetings, and demonstrations.

**Society History:**

The RWSG was formed in the late 1970s as a non-profit organization, and was incorporated as a society by the City of Richmond in 2008. In these decades, the RWSG has promoted weaving and spinning to the public at a variety of elementary schools and cultural events, including the London Farm Family Fair, Heritage Cultural Days, 2012 Winter Showcase, Worldwide Spin in Public Day, and Heritage Cultural Days. The guild also organizes gallery shows and sales in conjunction with the Richmond Potters' Guild and the Textile Arts Guild of Richmond at the Richmond Cultural Centre, Steveston Museum, and the Surrey Museum. The guild also participates in the yearly Sheep to Shawl Competition at the Surrey Museum, where teams of weavers and spinners race to turn wool into a woven shawl in the span of one day. In 2013, the RWSG team placed first.

The Guild has over 30 members, most of whom are retired women. There are a handful of women under 40, and no male members. The cultural backgrounds of the guild members reflect Richmond's diverse population. The RWSG is based at the Richmond Cultural Centre, where we meet monthly on Tuesday evenings and open the studio for our members to work together on Wednesdays. There are also weekend workshops approximately every other month open to members and non-members, as well as an expansive library and equipment rentals for members. The guild often contributes to local charities such as the Food Bank and Womens' Shelters.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$5,000
<b>Project Budget:</b>	\$22,532

Society  
 Operating Budget: \$8,052

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$1,900	Project Assistance

**FINANCIAL SUMMARY**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$5,722	\$2,130
Total Expenses:	\$8,734	\$3,365
Surplus:	(\$3,012)	(\$1,235)
Accumulated Surplus:	\$8,052	\$6,817

Other Funders:

**GRANT RECOMMENDATIONS**

Recommended  
 Amount: \$3,850

Aggregate  
 Score: 40.8

Recommendation: Project Assistance is recommended for this innovative project that builds on their established collaboration with a professional artist and incorporates Richmond parks and natural materials. The applicant is encouraged to apply greater scrutiny to their in-kind budget allocations.



**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** The Greater Vancouver Historical Performance Soc of BC

**Project Name:** The Compleat Courtier Richmond

**Dates:** January - June, 2014

**Project Summary:**

Brief Project Summary:

The Compleat Courtier in Richmond: Participatory Workshops and Soirée/Performance for Richmond Music Teachers, their students and their families plus general public. The preparation required for these – including some costume building and rehearsal.

**Society Mission/Mandate:**

- Our mission is to bring historical performing arts to new life by:
- promoting the practice and appreciation of historical accuracy in the arts as legitimate, desirable, pertinent and exciting and
- Working in these arts at the highest possible standards.
- These arts include garments, dance, music, and theatre of Canada and Europe from 13th to 20th centuries specializing in the Renaissance and Baroque eras.

Our mandate includes:

- Promoting research, training, reconstruction and presentations of the historical arts
- Increasing public education, awareness and understanding of these arts
- Providing hands-on cultural and educational historically-accurate experiences to the general public (all ages), schools, and professionals
- Providing consultancy to other performing arts groups and professionals in film, TV, theatre, dance and opera

**Society History:**

Historical Performance Ensemble (HPE)

- Historical Performance Ensemble (HPE) is one of a handful of companies worldwide dedicated to accurately recreated arts of the past

# Project Assistance Application for 2014

The Greater Vancouver Historical Performance Soc of BC

Summary Page 2

- HPE is the professional company hosted by Charitable Society GVHPS, founded 1989
- GVHPS has operated for 24 years, always on budget, never in debt
- Artists are hired on a professional contract basis and paid at professional rates.
- The company consists of highly trained specialists - 4 dancer/actors, 2 musicians

Services include:

- Historically-researched Original &/or Reconstructed Productions, Consultations, Contracted Entertainments, Instruction

Most Recent Family Events:

- "Go 4 Baroque" Baroque theatrical dance, music, commedia (Apr 13 Dance Ctr, John Oliver SS)
- "Ladies' Aires and Dances" (2009-10 GVRD & tour)
- "Voices of the Fraser" (2006 -10 GVRD).
- "The Compleat Courtier" (offered since 1989. Given title in 2009)

## GRANT REQUEST

Requested Amount:	\$3,050
Project Budget:	\$6,450
Society	
Operating Budget:	\$39,600

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

Year	Amount	Grant Program
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## FINANCIAL SUMMARY

Most Recently Completed Year

# Project Assistance Application for 2014

The Greater Vancouver Historical Performance Soc of BC

Summary Page 3

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		<u>Proposed Year</u>
Total Revenue:	\$15,006.28	\$39,600
Total Expenses:	\$11,902.66	\$39,600
Surplus:	\$3,186.72	\$1
Accumulated Surplus:	\$4,898.07	\$1

Other Funders:

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$2,080

Aggregate  
Score: 39

Recommendation:

Project Assistance is recommended for this unique partnership with the Richmond Music Teacher's Association, their students and families to promote historic performing arts.



**Project Assistance Application for 2014  
Arts & Culture Grants Program**

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

**Society:** The Richmond Singers

**Project Name:** The Richmond Singers Spring 2014 Concert Program

**Dates:** April 12 and 26, 2014, May 31, 2014

**Project Summary:**

We have three major concerts in our Spring 2014 Program. We have a cultural exchange with the Village Voices of Qualicum Beach on Vancouver Island. They will travel here April 12th to perform a joint charity concert with us and we will travel to Vancouver Island April 26, 2014 for a joint concert with them.

We also have our May 31st concert at Broadmoor Baptist Church in Richmond.

**Society Mission/Mandate:**

THE RICHMOND SINGERS is a 55 voice women's choir and began performances in 1971. For the past 40 years this group has been directly involved in offering their musical gifts to the community. The purpose of the Society is "to sing, in harmony, a variety of music for the enjoyment of the members, as well as to give public and private performances for the listening pleasure of others".

**Society History:**

THE RICHMOND SINGERS is an adult ladies choir with 55 active members and 3 associates who have provided a choral presence in the community for over 40 years. The choir produces two major concerts per season often featuring local guest performers, children's choirs and accompanists. We are fortunate to have a faithful audience at our major concerts and we are also available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers. Our 15-member Richmond Singers Ensemble "sing out" over 25 performances during the season at senior facilities, hospitals and daytime events, receiving little or no remuneration. They perform an interactive program that is very well received by the seniors and many places request them several times a year. We are the longest standing community choir in Richmond. We hold auditions in September and again in January if necessary. Membership to the choir is based on space availability and auditions are based on the ability to sing, read music and to blend your voice within our choir. Our members range in age from 20's - 70+. We sing a wide variety of music from classical, jazz, spiritual to modern.

**GRANT REQUEST**

<b>Requested Amount:</b>	\$5,761
<b>Project Budget:</b>	\$16,261
<b>Society Operating Budget:</b>	\$38,055

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



# Project Assistance Application for 2014

The Richmond Singers

Summary Page 2

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Year	Amount	Grant Program
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## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$54,961.84	\$28,185
Total Expenses:	\$48,888.18	\$38,055
Surplus:	\$6,073.66	(\$9,870)
Accumulated Surplus:	\$48,327.62	\$38,457.62

Other Funders:

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$2,600

Aggregate  
Score: 38.0

Recommendation:

Project Assistance is recommended for the Spring concert series of this long standing organization that pursues new partnerships with other choirs in the region and new performance opportunities within Richmond and beyond. The applicant is encouraged to work on improving the presentation of their budget.

**Society:** Tickle Me Pickle Theatre Sports Improv Society**Project Name:** TMP Improv Season**Dates:** September 2014-Aug 2015**Project Summary:**

The TMP Season includes weekly skill and team development practices, performances at the Performance Hall at the Richmond Cultural Centre, a youth and young adult troupe that is open to aspiring improv artists, a yearly charity improv show, "Laughter is the Best Medicine", which raises money for different local non-profits, workshops for the Richmond School District and various collaborations with Richmond organizations and individuals.

**Society Mission/Mandate:**

Tickle Me Pickle (TMP) is dedicated to providing affordable, family-friendly improvisational theatre that introduces Richmond residents to the enjoyment of the arts. We value improv as an art form that is both entertaining and enriching. Our chosen medium is one that brings communities together, projects positive attitudes, teaches a variety of skills and allows us to connect with a diverse audience in unique ways.

We strive to provide shows and community programs that are available to patrons of all ages. In accordance with our status as a non-profit, these shows and community programs will be less financially burdensome than the average theatre production.

Our goal is to maintain a troupe of talented performers who consistently produce quality improv shows. Moreover, TMP fosters the talents of our members and provides opportunities for professional growth in terms of performance, management, and technical theatre skills.

All TMP shows will be accessible to audiences of any culture, background, gender, ability, economic class or ideology. Any member of the public will feel welcome and included, and our comedy will be consistent with good taste.

**Society History:**

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 has grown, as TMP developed improv classes for youth, leadership workshops, high

# Project Assistance Application for 2014

Tickle Me Pickle Theatre Sports Improv Society

Summary Page 2

school tournaments, a younger performance troupe, private for-hire shows, a regular presence at local charity events, an eight 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.

Now navigated primarily by our core of 9 young adult artists, TMP proudly promotes through our website ([www.ticklemepickle.com](http://www.ticklemepickle.com)), our Twitter account, our Facebook group of over 500 members, and Pickle Jar email membership. Over our thirteen years in existence, TMP has garnered a following by performing for audiences large and small, from large auditoriums to living rooms and backyards across Richmond. Among our many partnerships with non-profit organizations, recreation clubs, the Richmond School District, TMP is proudly supported by the Thompson Community Centre, where practices are held, and the Richmond Arts Centre, where they are a Resident Arts Group, making the Performance Hall our consistent performance space.

## GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$11,500
Society	
Operating Budget:	\$11,500

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

Year	Amount	Grant Program
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## FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$3,937	\$11,500
Total Expenses:	\$3,591.34	\$11,500
Surplus:	\$345.66	\$510.91
Accumulated Surplus:	\$510.91	\$510.91

Other Funders:

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$4,160

Aggregate  
Score: 41.3

Recommendation: Project Assistance is recommended for this young, Arts Award winning group that engages youth and families by providing accesible theatrical

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experiences.
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**Society:** Vancouver Cantonese Opera**Project Name:** Multicultural Heritage Festival**Dates:** June.28th, 2014 (Saturday)**Project Summary:**

Celebrate Canada Day Multiculturalism Day. 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 art of Cantonese opera at the highest level to both Chinese and non-Chinese audience. We also strive to collaborate with our stakeholders to meet the fundamental need for spiritual and aesthetic satisfaction and richness in our lives.

**OUR ARTISTIC VISION & ORGANIZATIONZAL OBJECTIVES**

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

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

**Society History:**

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

# Project Assistance Application for 2014

Vancouver Cantonese Opera

Summary Page 2

For the past 12 years, the Vancouver Cantonese Opera has collaborated with international and 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. Most recently, we participated in the 2012/2013 Culture Days by offering two Cantonese opera workshops at the Richmond Cultural Centre, and we were invited to perform at the Minoru Chapel Opera Series on October 3rd, 2012.

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

## GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$30,000
Society	
Operating Budget:	\$146,417

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

Year	Amount	Grant Program
2013	\$3,000	Project Assistance

## FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$143,086	\$146,417
Total Expenses:	\$112,792	\$146,417
Surplus:	\$30,294	\$0

# Project Assistance Application for 2014

Vancouver Cantonese Opera

Summary Page 3

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Accumulated Surplus:	\$62,782	\$62,782
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Other Funders: Canadian Heritage \$5,000, BC Gaming \$5,000

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$3,850

Aggregate  
Score: 43.8

Recommendation:

Project Assistance is recommended for this second annual multi-cultural celebration in Richmond. The applicant has a strong programming history and track record working effectively with local artists and cultural groups and is proactive with its community engagement activities. A significant percentage of the budget goes directly to artists.

**Society:** Vancouver Tagore Society

**Project Name:** West Coast Tagore Festival 2014

**Dates:** September 5 and 6, 2014

**Project Summary:**

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

**Society Mission/Mandate:**

The mission of Vancouver Tagore Society is to organize and promote social, cultural and intellectual events which celebrate diversity, inter-cultural 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 inter-cultural interactions and development of artists versed in ethnic cultures and heritage, particularly Bengali and South Asian. Guided by Tagore's vision of "confluence of cultures", the Society strives to provide a broad platform for communities and artists/performers to gather together, reach across cultural boundaries and enrich local communities culturally and intellectually. The Society's mandate is to disseminate the profound message of peace, humanity and equality, and wonderfully rich creative works of Tagore to the communities in a way that is readily appreciable and assimilable.

**Society History:**

Vancouver Tagore Society was formed in mid 2011 to celebrate the 150th birth anniversary of great Bengali poet and visionary Nobel-laureate Rabindranath Tagore. On September 8, 2011, the Society organized the "150 Years of Tagore!" event with support from the City of Richmond and in partnership with World Poetry Richmond. Since its inception, the Society has organized a number of events, all but one of those were in the City of Richmond and engaging many Richmond artists. On July 28 2012, the Society with support from City of Richmond, organized "An Afternoon of Bengali Poetry" on the Rooftop Garden of the Richmond Cultural Center. On November 17 2012, it organized the "West Coast Tagore Festival 2012" in the same structure and format of the September 2011 event. This event was also supported by the City of Richmond. Several renowned Richmond artists, including playwright Simon Johnston, Camyar Chaichian, Dr. Sanzida Habib and others, took part in the event along with other performers of various ethnic background. The third installment of this now-annual festival was held on September 13 and 14, 2013 with in-kind supports and \$3000 through the City's Arts and Culture Grant. (Please see the attached report on last year's project.) The Richmond artists were Dr. Sanzida Habib, Mayeesha Haque, Mazhar Haque, Keya Ghosh, Fred Gordo, Alan Hill, etc. While the 2012 Festival was inaugurated by Councillor Linda McPhail, this year's Festival was inaugurated by His Worship the Mayor



# Project Assistance Application for 2014

Vancouver Tagore Society

Summary Page 2

Malcolm Brodie. In addition to organizing events in Richmond, the Society has participated as contributing partner in events held in Richmond, including the International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry, Annual Literay Festival by WIN Canada, etc. The Society is exploring new partnerships with Richmond artists and groups, and have initiated collaboration with Richmond Multicultural Society, Vancouver Cantonese Opera, etc.

## GRANT REQUEST

Requested Amount:	\$5,250
Project Budget:	\$38,360
Society Operating Budget:	\$71,470.08

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

Year	Amount	Grant Program
2013	\$3,000	Project Assistance

## FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$20,832	\$71,470.08
Total Expenses:	\$20,821.92	\$71,435
Surplus:	\$10.08	\$35.08
Accumulated Surplus:	\$10.08	\$35.08

Other Funders:

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$3,120

Aggregate  
Score: 38.5

Recommendation: Project Assistance is recommended for this now established cultural event that has expanded to two days of eclectic multidisciplinary programming with a healthy mix of community and professional level activities. The applicant is highly encouraged to place higher scrutiny on their budget presentation, particularly their in-kind allocations and to seek diversified sources of revenue.

**Society:** Vancouver Tagore Society

**Project Name:** An Afternoon of Bengali Poetry

**Dates:** Saturday in May 2014

**Project Summary:**

An Afternoon of Bengali Poetry is a 2-hour program that presents an anthology of Bengali poetry in a culturally entertaining way. This main segment is preceded by a keynote speech in English on Bengali poetry, and a presentation of a Bengali poem in many different languages. The program is hosted in English. The poetry in the main segment are presented with live background music and some with dances and expressive acting. The event is concluded with a social interaction among the audience engaged in literary and cultural discussion over refreshments.

**Society Mission/Mandate:**

The mission of Vancouver Tagore Society is to organize and promote social, cultural and intellectual events which celebrate diversity, inter-cultural 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 inter-cultural interactions and development of artists versed in ethnic cultures and heritage, particularly Bengali and South Asian. Guided by Tagore's vision of "confluence of cultures", the Society strives to provide a broad platform for communities and artists/performers to gather together, reach across cultural boundaries and enrich local communities culturally and intellectually. The Society's mandate is to disseminate the profound message of peace, humanity and equality, and wonderfully rich creative works of Tagore to the communities in a way that is readily appreciable and assimilable.

**Society History:**

Vancouver Tagore Society was formed in mid 2011 to celebrate the 150th birth anniversary of great Bengali poet and visionary Nobel-laureate Rabindranath Tagore. On September 8, 2011, the Society organized the "150 Years of Tagore!" event with support from the City of Richmond and in partnership with World Poetry Richmond. Since its inception, the Society has organized a number of events, all but one of those were in the City of Richmond and engaging many Richmond artists. On July 28 2012, the Society with support from City of Richmond, organized "An Afternoon of Bengali Poetry" on the Rooftop Garden of the Richmond Cultural Center. On November 17 2012, it organized the "West Coast Tagore Festival 2012" in the same structure and format of the September 2011 event. This event was also supported by the City of Richmond. Several renowned Richmond artists, including playwright Simon Johnston, Camyar Chaichian, Dr. Sanzida Habib and others, took part in the event along with other performers of various ethnic background. The third installment of this now-annual festival was held on September 13 and 14, 2013 with in-kind supports and \$3000 through the City's Arts and Culture Grant. (Please see the attached report on last year's project.) The Richmond artists were Dr. Sanzida Habib, Mayeesha Haque, Mazhar Haque, Keya Ghosh, Fred Gordo, Alan Hill, etc. While the 2012 Festival was inaugurated by Councillor Linda McPhail, this year's Festival was inaugurated by His Worship the Mayor Malcolm Brodie. In addition to organizing events in Richmond, the Society has participated as

**Project Assistance Application for 2014**

**Vancouver Tagore Society**

**Summary Page 2**

contributing partner in events held in Richmond, including the International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry, Annual Literay Festival by WIN Canada, etc. The Society is exploring new partnerships with Richmond artists and groups, and have initiated collaboration with Richmond Multicultural Society, Vancouver Cantonese Opera, etc.

**GRANT REQUEST**

Requested Amount:	\$1,450
Project Budget:	\$9,050
Society Operating Budget:	\$71,470.08

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

Year	Amount	Grant Program
2013	\$3,000	Project Assistance

**FINANCIAL SUMMARY**

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$20,832	\$71,470.08
Total Expenses:	\$20,821.92	\$71,435
Surplus:	\$10.08	\$35.08
Accumulated Surplus:	\$10.08	\$35.08

Other Funders:

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$0

Aggregate  
Score: 19.3

Recommendation:

While this new initiative on the Rooftop Garden would provide a unique opportunity for Richmond residents to experience Bengali art forms, because of concerns about the capacity of the organization, particularly as reflected in their budget presentation, combined with the relatively low community impact, Project Assistance is not recommended for this project at this time; however, it is recommended for this applicant's other project, West Coast Tagore Festival.

**Society: Writers International Network Canada Society****Project Name: Third WIN Literary Festival****Dates: June 13 and 14, 2014****Project Summary:**

Third Literary Festival 2014, will provide an opportunity to local writers, artists and dancers to showcase their creativity and to promote intercultural understanding to make Richmond a better place to live. This festival supports and promotes achievements of every artist and writer and recognizes their accomplishments by empowering them. It's main focus is to make school children and adults aware of diversity in arts around them and inculcate in them appreciation of other literary cultures and arts.

**Society Mission/Mandate:**

The main mission of Writers International Network Canada Society (WIN) is to promote art, culture and literature by:

- Fostering talent through award and recognition
- Encouraging and promoting cultural activities to inspire arts & Creative Writing
- Promote writers by creating networking opportunities among different communities
- Inspiring writers & artists by mentoring.

WIN is founded to discover, nourish, recognize, celebrate and promote poets, writers and artists, dancers of diverse cultural backgrounds & assist them to connect with the community at large.

**Society History:**

WIN was established in 2012. Its brief history is provided by outlining the events held so far:

(1) - Writers International Network Canada Society held its First Literary Festival at Richmond Culture Centre in 2012. It was a full day event attended by 175 people. Poetry reading and story telling were presented to public. Cultural dances of China, India and Bangladesh were presented. Regional finger food snacks were served. Ten writers and poets were recognized for their creative writings and six dancers were awarded also. Day long activities provided lot of networking opportunities to young and old artists and writers of different cultural communities.

(2) Autumn Dance Poetry Festival - was held in October 2012 at Council Chambers, Richmond City Hall. Approximately 55 people attended the event. This was a venue to promote poetry and ethnic dances.

(3) Second Literary Festival – was held at Richmond Culture Centre in March 2013. Dances of Philippines and Nepal were presented. Full day attendance was approximately 180. Ten writers and poets, six dancers and five Community Ambassadors were awarded. Tremendous good will

# Project Assistance Application for 2014

Writers International Network Canada Society

Summary Page 2

was generated through networking opportunities throughout the day.

(4) Second Autumn Dance Poetry Festival - was held in October 2013 at Council Chambers, Richmond City Hall. Approximately 65 people attended the event. This was a venue to promote poetry and ethnic dances.

## GRANT REQUEST

Requested Amount:	\$1,350
Project Budget:	\$2,700
Society Operating Budget:	\$2,700

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

Year	Amount	Grant Program
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## FINANCIAL SUMMARY

	<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$0.01	\$1,350
Total Expenses:	\$0.01	\$2,750
Surplus:	(\$0.01)	(\$1,350)
Accumulated Surplus:	(\$0.01)	(\$0.01)

Other Funders:

## GRANT RECOMMENDATIONS

Recommended  
Amount: \$0

Aggregate  
Score: 36.0

Recommendation:

While this intercultural and multidisciplinary showcase shows merit, it was unclear if there were any Richmond-based artists involved. As well, there were a number of errors in the application raising questions about the capacity of the organization. Project Assistance is not recommended for this year given budget constraints.

City of Richmond Arts and Culture Grants Program  
**Operating Assistance Guidelines**



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

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

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

If this is your first time making an application to the City of Richmond, or if you require further assistance, we encourage you contact:

Liesl Jauk, Cultural Development Manager  
 TEL 604-204-8672 E-MAIL [ljauk@richmond.ca](mailto:ljauk@richmond.ca)

Grant information and other information about our programs and services are available on the City website at [www.richmond.ca/artists](http://www.richmond.ca/artists).

## **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 receiving Operating Assistance may also apply for one Project grant within the same calendar year in which they receive operating 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.

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.

## **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/artists](http://www.richmond.ca/artists).
- 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 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.
- Applicants must be an independent organization with a clear mandate, which includes the provision of public programs and services with an arts and culture focus. Applicant must produce or present work 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](http://www.afm.org)
  - Canadian Actors Equity Association: [www.caea.com](http://www.caea.com)
  - Canadian League of Composers: [www.clc-lcc.ca](http://www.clc-lcc.ca)
  - Canadian Alliance of Dance Artists: [www.cadadance.org](http://www.cadadance.org)
  - Professional Writers Association of Canada: [www.pwac.ca](http://www.pwac.ca)
  - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: [www.carfac.ca](http://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 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.
- 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
- Activity that is not artistic or cultural
- Other City of Richmond departments or branches
- Social Service, Religious, Political or Sports organizations
- Clubs

## **Ineligible Activities**

- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which was started prior to the application deadline
- Capital projects
- Start-up costs
- Seed money for projects or events
- Showcases or recitals for schools/organizations with an educational mandate

## Multiple Applications for Operating and Project Grants

Organizations receiving Operating grants may also apply for one Project grant within the same calendar year in which they receive operating funding. Organizations that already receive the equivalent of operating funds from the City of Richmond are ineligible for Operating grants; however, they are eligible for project funding if the project is outside the scope of normal operations.

### 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 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

Applications are received and assigned to a City staff person to undertake a preliminary check to ensure a) the proposal meets eligibility and b) there is no missing or unclear information. The applicant will be contacted if there is any missing or unclear information and/or the application needs further discussion, either in person or by phone. The applicant is given a deadline to submit any requests for revised or missing information.

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 provide year-end reports in a prescribed format to the City of Richmond Arts, Culture and Heritage Services Division. Receipt of these reports is a pre-condition for consideration of an organization's future grant applications

## **Use of Funds**

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

- It is expected that applicants will combine the Operating Assistance support they receive with other sources of revenue and financial investment (grants, donations, earned revenues) as well as in-kind support and contributions
- Operating grants are provided to support the annual programming expenses and annual operating costs of the Society
- Eligible use of Operating Assistance funds include, but are not exclusively limited to:
  - Fees and related expenses for artists, musicians, programming staff, cultural workers

- Volunteer expenses (recruiting, training, support, etc.)
- Production expenses (installation of artwork, equipment rental, costumes, sound, lights, etc.)
- Marketing, community outreach and promotional expenses
- Operating overheads (insurance coverage, rent, etc.)
- Ineligible uses of Operating Assistance support include but are not exclusively restricted to:
  - Deficit reduction
  - Capital expenditures (i.e. construction, property renovations, equipment purchase, software, etc.)
  - Organizations that forecast a deficit budget are not eligible for support

## **Confidentiality**

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

City of Richmond Arts and Culture Grants Program  
**Project Assistance Guidelines**



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

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

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

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

Liesl Jauk, Cultural Development Manager  
 TEL 604-204-8672 E-MAIL [ljauk@richmond.ca](mailto:ljauk@richmond.ca)

This information and other information on our programs and services are available on the City website at [www.richmond.ca/artists](http://www.richmond.ca/artists).

## Arts & Culture Grants Program Objectives and Description

The Arts & 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 historic 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 receiving Operating grants may also apply for one Project grant within the same calendar year in which they receive operating funding. Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are, however, eligible for Project Assistance if their project is outside the scope of their normal operations.

Organizations meeting Project Assistance eligibility criteria (please see below) may make multiple applications for Project Assistance.

## 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/artists](http://www.richmond.ca/artists)
- 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 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, 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.
- 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](http://www.afm.org)
  - Canadian Actors Equity Association: [www.caea.com](http://www.caea.com)
  - Canadian League of Composers: [www.clc-lcc.ca](http://www.clc-lcc.ca)
  - Canadian Alliance of Dance Artists: [www.cadadance.org](http://www.cadadance.org)
  - Professional Writers Association of Canada: [www.pwac.ca](http://www.pwac.ca)
  - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: [www.carfac.ca](http://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 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 (for Operating applicants, this must be outside of regular operations.)

- 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
- Activity that is not artistic or cultural
- Other City of Richmond departments or branches
- Social Service, Political, Religious or Sports organizations
- Clubs

### **Ineligible Activities**

- Core-training, in-class or curriculum-based training, conferences, mentorships
- Bursaries or scholarships
- Contests or competitions
- 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 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

## **Conditions of Assistance (cont'd)**

- Receipt of a grant does not guarantee funding in the following fiscal year
- Successful applicants will provide year-end reports in a prescribed format to the City of Richmond Arts, Culture and Heritage Services Division. Receipt of these reports is a pre-condition for consideration of an organization's future grant applications

## **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.





**To:** General Purposes Committee  
**From:** Cathryn Volkering Carlile  
General Manager, Community Services  
**Re:** **2014 Health, Social and Safety Grants**

**Date:** January 2, 2014

**File:**

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### Staff Recommendation

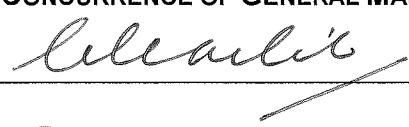
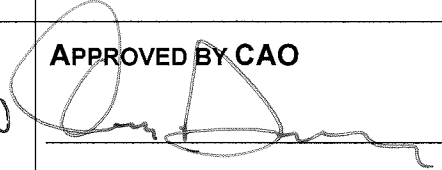
That, as per the report from the General Manager of Community Services, dated January 2, 2014:

1. Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$556,455.
2. The following applicants be approved for the **first** year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:
  - Big Brothers of Greater Vancouver
  - Big Sisters of BC Lower Mainland
  - Turning Point Recovery Society
3. The following applicants be approved for the **second** year of a three-year funding cycle, based on Council approval of each subsequent year of funding, for:
  - Chinese Mental Wellness Association of Canada
  - Heart of Richmond AIDS Society
  - Richmond Mental Health Consumer and Friends Society
  - Richmond Society for Community Living
  - Richmond Women's Resource Centre
4. The following applicants be approved for the **third** year of a three-year funding cycle:
  - Canadian Mental Health Association, Richmond Branch
  - Chimo Community Services
  - Family Services of Greater Vancouver
  - Richmond Addiction Services Society
  - Richmond Family Place Society
  - Richmond Multicultural Community Services
  - Richmond Youth Service Agency
  - Volunteer Richmond Information Services Society



Cathryn Volkering Carlile  
General Manager, Community Services

Att. 2

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

## Staff Report

### Origin

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

The City Grant Policy and Programs support the following 2011 – 2014 Council Term Goal:

#### 2. Community Social Services:

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

This report provides information and recommendations pertaining to the 2014 Health, Social and Safety Grant Program.

### Findings of Fact

#### 1. 2014 Health, Social and Safety Grant Budget

The 2014 Health, Social and Safety (HSS) Grant Budget is \$558,402, including a 2% Cost of Living increase over last year's budget, as per the City Grant Policy.

#### 2. Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond Review and on the City website in October and November, 2013 advising the community that applications were being accepted for 2014 City Grant Programs until November 22nd, 2013. It also notified the community that a Web-based Application System had been created to provide an integrated, user-friendly, efficient and effective on-line system for applicants. A link to the City website was provided for further information and to access the system. A Grant Application User Guide, HSS Program Guidelines and the Social Development Strategy were also posted on the City website and circulated to the RCSAC, as well as by request.

In the HSS category, a total of 35 applications were received for a total request of \$834,631. A table outlining requests and recommended 2014 allocations is provided in Attachment 1. Grant Application Summary Sheets, generated from applicant information provided in the web-based system are found in Attachment 2, as well as staff recommendations and comments.

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

### 3. Late Applications

No HSS applications were received after the November 22, 2013 deadline. The City Grant Policy indicates that late applications will not be accepted.

### 4. New Applications

Three applications were received from organizations that had not previously applied for a City Grant: Canadian Liver Foundation, Children of the Street Society and PLEA Community Services Society of BC.

### 5. Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Department, reviewed the 2014 Health, Social & Safety applications. Recommended allocations were determined by committee rather than individual reviewers.

## Analysis

### 1. Health, Social & Safety Grant Application Information, 2012 – 2014

Numbers of applications, allocations (2012/2013) and recommendations (2014) are:

Previous HSS Applications, Allocations (2012/13) and Recommendations (2014)*			
	2012	2013	2014
Total number of applications	29	35	35
New applicants	2	3	3
Late applications	0	0	0
Grants denied (did not meet criteria)	0	1	2
Partial amount of request recommended	23	24	25
Full amount of request recommended	6	10	8
Minor request (\$5,000 or less)	4	11	11
Total amount requested	\$855,471	\$997,903	\$834,631
Total budget	\$536,719	\$547,453	\$558,402
Total HSS allocated	\$530,637	\$546,054	TBD**

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

\*\*subject to Council approval

## **2. Reasons for Partial or No Funding**

Most applicants (70%) are recommended for partial rather than full funding. Principal reasons for partial funding are: (1) the City supports, but is not a primary funder, of non-profit organizations, whose main sources of support include federal and provincial governments, BC Direct Access Gaming, foundations, endowments, donations and fundraising efforts, and (2) the total amount requested exceeds the recommended City Grant budget; providing some assistance to many is considered preferable to providing full assistance to a few.

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

- Programs previously funded by other levels of government,
- Funding responsibility lies in other jurisdictions,
- Other funding partners have not been sought,
- Insufficient community benefit demonstrated,
- Lack of partnerships,
- Duplication of service,
- 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.

## **3. Minor/Major Grant Requests**

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

In the Health, Social & Safety category, eleven organizations applied for grants of \$5,000 or less:

- ALS Society of BC
- Boys & Girls Clubs of South Coast BC
- Canadian Red Cross Society
- Mennonite Brethren Church (previously applied as Richmond Bethel Church)
- Minoru Seniors Society
- Pacific Post Partum Support Society
- Richmond Amateur Radio Club
- Richmond Carefree Society
- Richmond Mental Health Consumer and Friends Society
- Richmond Poverty Response Society
- Touchstone Family Association

#### **4. Multi-Year Funding Request**

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

The number of three-year cycles initiated each year has been staggered to balance yearly intake of full applications. In 2012, nine applicants were approved to begin the cycle; in 2013, five were approved, and in 2014, staff recommend that the following three applicants begin the cycle:

- Big Brothers of Greater Vancouver
- Big Sisters of BC Lower Mainland
- Turning Point Recovery Society

#### **5. On-line Application System**

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

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

The Web-based City Grant Application system was launched in September, 2013 to receive on-line applications for 2014 City Grant Programs (Arts & Culture; Child Care; Health, Social & Safety; and Parks, Recreation & Community Events). Prior to launch, the system was tested by community groups that had previously received City Grants; response was positive, and several revisions were made based on user feedback.

The on-line grant system is still under development as refinements will be necessary after the first year of implementation, based on both applicant and administrator experience. For the 2014 Grant Programs, Information Technology staff assisted applicants with web-based challenges encountered. Some processes presenting difficulties were corrected as they arose, while others will be rectified for the 2015 Grant Programs. The administrators' functions will also be fully developed for 2015.

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

### **Financial Impact**

The 2014 Health, Social and Safety Grant Program budget is \$558,402. A total of \$556,445 is recommended for disbursement (Attachment 1).

### **Conclusion**

The Health, Social and Safety 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. A Web-based Application System was successfully implemented and will be further refined for the 2015 process, resulting in considerable advantages for applicants, as well as administrators. Staff recommend that 2014 Health, Social and Safety Grants be allocated as indicated (Attachment 1) for the benefit of Richmond residents.



Lesley Sherlock  
Social Planner  
(604-276-4220)

LS:ls

<b>Health Social and Safety Services - Recommended Grant Allocations - 2014</b>						
<b>APPLICANT NAME</b>	<b>2013 GRANT</b>	<b>2014 REQUEST</b>	<b>2014 RECOM.</b>	<b>MULTI YEAR RECOM.</b>	<b>COMMENT SUMMARY</b>	<b>SEE ATT 2 PAGE NO.</b>
Alzheimer Society of B.C.	\$2,040	\$15,000	\$2,081	Single Year	This request is to fund the Richmond resource centre and for educational programs for the Chinese community.	1
Amotrophic Lateral Sclerosis Society of British Columbia*	n/a	\$5,000	\$3,000	Single Year	This grant would provide the cost of a wheelchair for use by Richmond residents.	5
Big Brothers of Greater Vancouver	\$4,500	\$10,000	\$4,590	Multi Year - Year 1	Same level as last year with CoL increase to support matches of Big and Little Sisters.	10
Big Sisters of BC Lower Mainland	\$4,500	\$8,000	\$4,590	Multi Year - Year 1	Same level as last year with CoL increase to support matches of Big and Little Sisters.	14
Boys and Girls Clubs of South Coast BC	\$2,500	\$5,000	\$2,550	Single Year	Same level as last year with CoL increase for new preteen program.	20
<b>Canadian Liver Foundation*</b>	n/a	\$40,000	\$0	Single Year	The application indicated that the full amount was required to implement the proposal.	23
Canadian Mental Health Association, Richmond Branch	\$34,000	\$34,000	\$34,000	Multi Year - Year 3	Same level as last year, for the full amount requested, for the Meal Program as well as some assistance with operating expenses due to rental increase.	26
Canadian Mental Health Association, Vancouver-Burnaby Branch	\$5,000	\$12,000	\$6,000	Single Year	Increased level to support staff costs of the Super Saturday Club for children of parents with serious and persistent mental illness or addictions.	29
Canadian Red Cross Society	\$4,400	\$4,000	\$4,000	Single Year	This grant would provide wages for a technician to maintain equipment purchased with last year's City Grant.	32
<b>Children of the Street Society*</b>	n/a	\$7,500	\$1,000	Single Year	Funding would provide program materials for 26 Richmond workshops preventing sexual exploitation of youth.	37
Chimo Community Services	\$47,000	\$50,000	\$47,940	Multi Year - Year 3	Same level as last year with CoL increase for Crisis Response Services as well as Community Engagement/Education Services.	43
Family Services of Greater Vancouver	\$46,600	\$46,600	\$46,600	Multi Year - Year 3	Same level as last year for the full amount requested, for individual, family and group counselling services.	45
Mennonite Brethren Church of British Columbia (Rmd Bethel Church)	\$2,500	\$5,000	\$2,550	Single Year	Same as last year with cost of living increase to fund a community meal program.	47
Minoru Seniors Society	\$2,500	\$5,000	\$3,500	Single Year	Increased level to support Program Costs of the Intergenerational Greenhouse Social Project. Other Grants to support the project must be sought to remain eligible.	50
Multicultural Helping House Society	\$8,160	\$51,808	\$8,323	Single Year	Same level as last year with CoL increase to support the Health & Wellness Program for seniors and live-in caregivers. Other Grants must also be sought to remain eligible.	53
Pacific Post Partum Support Society	n/a	\$4,800	\$1,500	Single Year	This grant would assist with childminding to enable those with post partum depression to access support services.	56



### Health Social and Safety Services - Recommended Grant Allocations - 2014

APPLICANT NAME	2013 GRANT	2014 REQUEST	2014 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
PLEA Community Services Society of BC*	n/a	\$10,000	\$0	Single Year	Request declined due to insufficient partnerships and demonstration of need in Richmond, and PLEA provides funds to Children of the Street Society (above).	59
Richmond Addiction Services Society	\$198,377	\$210,856	\$202,345	Multi Year - Year 3	Same level as last year with a CoL increase to be equally allocated to (1) problem gambling prevention and (2) substance misuse and other addictive behaviour prevention.	65
Richmond Amateur Radio Club	\$1,500	\$3,000	\$1,530	Single Year	Same level as last year with a CoL Increase for equipment repair and replacement as well as volunteer expenses.	67
Richmond Carefree Society	\$5,000	\$5,000	\$5,000	Single Year	Same level as last year for twice weekly playgroup for local families with special needs.	70
Richmond Family Place Society	\$24,000	\$30,000	\$24,480	Multi Year - Year 3	Same level as last year with a CoL increase for preventative services and support programs for families with children birth to 12 years.	73
Richmond Poverty Response Committee	n/a	\$5,000	\$5,000	Single Year	Same level as last year, for the full amount requested, to raise awareness on the cause and impact of poverty/homlessness and operate the rental connect project.	75
Richmond Food Security Society	\$4,080	\$15,000	\$5,000	Single Year	Increased level to assist with the Stir It Up Youth Kitchen, plus the Good Food Access Program.	80
Richmond Hospice Association	\$7,000	\$20,000	\$7,140	Single Year	Same as last year with cost of living increase to assist with funding support workers for palliative care volunteers	83
Richmond Mental Health Consumer and Friends Society	\$3,570	\$5,000	\$3,641	Multi Year - Year 2	Same level as last year with CoL increase for operating expenses of Volunteer Program, to provided supported employment.	86
Richmond Multicultural Community Services	\$10,200	\$15,000	\$10,404	Multi Year - Year 3	Same level as last year with CoL increase for operating expenses to support immigrant, refugee and welcoming community programs.	88
Richmond Society for Community Living	\$14,280	\$14,280	\$14,280	Multi Year - Year 2	Same level as last year, for the full amount requested, to support the Family Resource Program to support families of those with developmental disabilities.	90
Richmond Women's Resource Centre	\$15,300	\$53,000	\$15,606	Multi Year - Year 2	Same level as last year with CoL increase to support women's programs and services including skills training and support groups.	93
Richmond Youth Service Agency	\$12,500	\$12,500	\$12,500	Multi Year - Year 3	Same level as last year for the full amount requested to support the Richmond Youth Centre Activities Worker position.	95
The Chinese Mental Wellness Association of Canada	\$8,874	\$38,924	\$9,051	Multi Year - Year 2	Same level as last year with CoL increase to support operating expenses for mental wellness social activities and referrals to other community services.	97

### Health Social and Safety Services - Recommended Grant Allocations - 2014

APPLICANT NAME	2013 GRANT	2014 REQUEST	2014 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
The Heart of Richmond AIDS Society	\$10,200	\$16,000	\$10,404	Multi Year - Year 2	Same level as last year with CoL increase for operating expenses to support programs for those with HIV/AIDS and families, as well as education/prevention services.	99
The Parish of St. Alban's Anglican Church	\$9,000	\$20,863	\$10,000	Single Year	Increased level to support the running of an extreme weather shelter, community meals and homeless drop-in centre.	101
Touchstone Family Association	\$4,000	\$4,000	\$4,000	Single Year	Same level as last year, for the full amount requested, to support the Street Smarts program for at-risk-youth.	104
Turning Point Recovery Society	\$5,750	\$12,500	\$5,865	Multi Year - Year 1	Same level as last year with CoL increase to support the Domestic Violence Substance Abuse Program offered to residents of Turning Point Richmond facilities.	107
Volunteer Richmond Information Services Society	\$37,230	\$40,000	\$37,975	Multi Year - Year 3	Same level as last year with CoL increase to support volunteer, charitable and information programs.	111
2013 Applicants Not Reapplying	\$11,493	\$0	\$0			
<b>Totals</b>	<b>\$546,054</b>	<b>\$834,631</b>	<b>\$556,445</b>			
<b>Total Available</b>		<b>\$558,402</b>	<b>\$558,402</b>			
<b>Remaining</b>		<b>-\$276,229</b>	<b>\$1,957</b>			

\* New Applicant



**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Alzheimer Society of BC  
**Grant Type:** Over \$5000 Single Year  
**Grant Request:** \$15,000  
**Proposal Title:** Richmond Regional Resource Centre  
**Grant Purpose:** Community Service / Program / Event - Ongoing

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 2000

**Richmond Residents:** 1800

**Grant Request Summary:**

We are requesting funding for our Richmond Resource Centre and Richmond Chinese Resource Centre. The Richmond Resource Centre is located at 305 – 6411 Buswell Street and the Richmond Chinese Resource Centre is located in Richmond Caring Place at 290 – 7000 Minoru Boulevard.

Through these resource centres we provide support and education services to people diagnosed with Alzheimer's disease and other dementias, family caregivers caring for someone with dementia, and the general public. The two centres combined provide people with access information printed in English, Mandarin and Cantonese; and one-to-one support available in English, Mandarin and Cantonese. The staff at the centres also facilitate dementia education sessions and support groups which are accessible to people speaking English, Mandarin and Cantonese; and coordinate Minds in Motion® (offered in English and Cantonese), a fitness & social program for people experiencing early stage memory loss due to Alzheimer's disease or another dementia and a care partner.

Last year, the Richmond Resource Centre and Richmond Chinese Resource Centre staff and volunteers delivered approximately 6,968 contact hours serving people who have Alzheimer's disease and other dementias and family caregivers, through providing one-to-one support (both proactively to people referred through First Link® and to people who connected with us on their own), facilitating support groups and education sessions, and delivering Minds in Motion®.

\*Note: Client Contact Hours are the number of hours of service delivery multiplied by the number of people served.

The staff and volunteers:

- answered 1,515 phone calls, delivering 255 hours of one-to-one support over the phone.
- delivered education events and presentations in both Chinese and English.
  - Chinese: 6 workshops/series to 276 participants \*may not be unique individuals
  - English: 36 workshops/series to 783 participants \*may not be unique individuals
- facilitated support groups in both English and Chinese for family caregivers and for people diagnosed with the early stages of Alzheimer’s disease or other dementias. The support groups meet 1-2 times per month.
  - Chinese: 3 Family Caregiver Support Groups with 7 – 15 people and 4 Early Stage Support Groups with 10 – 15 people.
  - English: 2 Family Caregiver Support Groups with 8-20 participants; 1 Early Stages Support Group with 10 -15 participants.
- coordinated 15 Minds in Motion® programs (1,646 total Minds in Motion Client Contact Hours). Each 8 week program offers recreation and exercise classes once a week. In 2014 we will continue to deliver these programs and services for Richmond residents through the Richmond Resource Centre and the Richmond Chinese Resource Centre.

**Richmond Services Received by Your Organization:**

The staff and volunteers deliver dementia education and facilitate support groups in community centres in Richmond. Specifically, the Minoru Place Seniors Activity Centre, South Arm Community Centre, Cambie Community Centre, and Thompson Community Centre provide rooms free of charge, for us to deliver our programs and services to people living in Richmond.

**FINANCIAL INFORMATION**

**Your Society’s Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	6,822,901.00	7,003,156.00
<b>Total Expenses:</b>	6,717,959.00	7,337,407.00
<b>Annual Surplus or (Deficit):</b>	104,942.00	

**Accumulated Surplus or (Deficit):**                      2,400,000.00                      2,300,000.00

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

**Last Complete Year:**

At the end of the 2012-13 fiscal years we achieved a surplus of 105,000 compared to a budgeted deficit of 473,000. The major reason for the difference is attributed to bequests exceeding budgeted along with some under spending in operating costs.

**Current Year:**

For 2013-14 fiscal year we are budgeting for a deficit of 334,000. The main reason of the deficit is due to increased spending on operations and only modest revenue growth compared to last years budget.

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

The Board requires a minimum of 3 months operationg expenses be kept in reserve, which would be 1.2 million. We have 6 months of operating costs in reserve.

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

Year	Amount	Grant Program
2013	\$2,040	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	<b>\$13,125.00</b>
<b>Consultant Services</b>	<b>\$0.00</b>
<b>Volunteer Support (e.g. expenses, recognition)</b>	<b>\$300.00</b>
<b>Office Rent or Mortgage</b>	<b>\$0.00</b>
<b>Utilities and Telephone</b>	<b>\$300.00</b>
<b>Supplies</b>	<b>\$275.00</b>
<b>Equipment</b>	<b>\$500.00</b>
<b>Photocopying</b>	<b>\$500.00</b>
<b>Program Materials</b>	<b>\$0.00</b>
<b>Local Travel</b>	<b>\$0.00</b>
<b>Other</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b><u>\$15,000.00</u></b>

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

<b>Funder 1 Name</b> Provincial Gaming Grant	<b>\$4,800</b>
<b>Funder 2 Name</b>	
<b>Funder 3 Name</b>	

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<b>Amount Your Society will Provide:</b>	<b><u>\$59,884.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$79,684.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**            \$2,081

**Recommendation:**

Same level as last year with CoL increase for the Richmond Resource Centre and educational programs for the Chinese community.
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**Staff Comments /  
Conditions:**

None
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**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: 300 ALS patients and their families****Richmond Residents: 15 patients and their families****Grant Request Summary:**

The equipment loan program of the society provides equipment (from mobility equipment such as wheelchair to communication aid) at no cost to people living with ALS.

The impact of ALS on affected families is powerful. As they struggle to cope with the prospect of advancing disability, it consumes their emotional and financial reserves.

- The program relieves the patients and their families, the concern of raising funds to purchase the medical equipment required, to support the patients' mobility while living with ALS. The program helps affected families to focus on other issues of the disease such as counseling and caregiving.

- The equipment loan program is important and instrumental, in the improvement of the quality of life of people dealing with ALS. The equipment is delivered to patients within 48 hours upon receipt of equipment prescription form as time is of great essence to ALS patients.

- The program releases the patients and their families of stress, of finding the right equipment and of disposing and acquiring new equipment as the disease progresses.

Our society has successfully developed a mechanism on how to serve the ALS patients on their equipment needs. We plan to use the following approach which has been proven effective for the past years:

- To continuously coordinate with ALS Centre Team at GF Strong Clinic and Community Health Care Professionals to identify the proper equipment loaned to ALS patients

- To continuously connect with Assistive Technology at GF Strong Clinic in order to have an updated technology for equipment inventory and to have the best equipment available

for ALS patients to improve their quality of life.

- To schedule a quarterly equipment inventory, to ensure that there is a complete inventory at all times so that turn-around time of 48 hours delivery is met.
- To ensure that the equipment loan program of the society is communicated to BC healthcare professionals and family doctors so that all ALS patients in BC can avail of this service

The grant request of the ALS Society of BC will be used to purchase the following equipment:

- 1 tilt wheelchair - \$3,000,
- 2 wheelchair head rest - @1,000 each,

The total 2014 annual budget of the program is over \$429,906.

In Canada, with a population of 32.5 million, 2 to 3 Canadians die every day of ALS. Approximately 3,000 Canadians have ALS. In BC, there are over 300 people living with ALS, 15 patients are from Richmond. It is a steady number because as one patient is diagnosed another one passes away. The ALS community has a smaller voice compared to other diseases. The society needs all the support that it could get from different sources and communities to raise the required annual funds to run the program. The support that will be provided by the ALS Society of BC and the City of Richmond will make the families aware that they are not alone in their ALS journey; they have the support of the Richmond community.

**Richmond Services Received by Your Organization:**

Every month of June, 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 annual revenue of \$100,000 for patient services and research.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,925,505.00	1,834,500.00
<b>Total Expenses:</b>	1,860,298.00	1,925,482.00
<b>Annual Surplus or (Deficit):</b>	65,207.00	(90,982.00)
<b>Accumulated Surplus or (Deficit):</b>	1,036,624.00	



1,036,624.00

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

**Last Complete Year:**

The total revenue includes the following: Gift in Kind donation revenue (equipment donation for our equipment loan program) in the amount of 226,826 and endowed fund contribution of 36,888. The total expense includes the loss of write-off equipment of 9,816 and amortization of 277,214. It does not include the amount of 145,185 spent for capitalized equipment (for equipment loan program) as this is reflected in the investing activities under cash flow. Based on the audited financial statement, the society has a surplus of 65,207.

The society on an annual basis sends additional contribution to ALS research after the audited financial statement has been approved by its membership. The society sent an additional contribution of 50,000 to research in May 2013.

Cash flow wise, the society was short of 56,662 on the 2012 income statement.

**Current Year:**

The total budget revenue includes 203,000 budget for Gift In Kind donation (equipment). The total budget expense includes 280,000 for amortization expense. The total expense does not reflect the budget of 105,719 for patient equipment purchase. Cash flow wise, the society is short of 119,701 on the forecast budget. When budget is created, the forecast is based on the track record of revenue accounts for the last 3 years and 3rd party fundraising events w/out track record are not included on the forecast budget. Normally, whatever is the budget deficit, this is addressed by additional 3rd party fundraising during the course of the year. A mid-year review is done by the Finance Committee, to see if the budget can be balanced, the objective is to source for more revenue and see if there are other expenses that can be adjusted on the budget. The additional revenue for endowment funds and expenses of write-off equipment are computed during the year-end audit.

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

The 1,036,624 represents the endowed and reserve funds of the society. The endowed funds are externally restricted donations receive by the society where the endowed principal is invested. The investment income generated from these endowed funds remains in the fund. The society ensures that all funds received with a restricted purpose are expended for the purpose for which they were provided. The annual disbursement from the Endowment Funds is calculated as 4% of the respective fund's average at the end of the fiscal year. The average of each endowed fund is calculated by summing and averaging the ending market values of the portfolio in each of the preceding 18 months. No payout can occur when the average as calculated is less than the opening balance for the current fiscal year.

The Operating Reserve fund represents funds that have been allocated internally for the purpose of supporting the society's activities in the event of a cash flow decline.

**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	\$5,000.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

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

Funder 1 Name	KPMG Foundation	Amount	\$10,000
Funder 2 Name	BC Gaming Grant Application	Amount	\$75,000
Funder 3 Name	City of Surrey	Amount	\$9,600

Amount Your Society will Provide: **\$150,000.00**

Total Proposed Budget: **\$429,906.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:** This grant will fund the cost of a wheelchair for use by Richmond ALS patients.

**Staff Comments / Conditions:** None





**Society:** Big Brothers of Greater Vancouver  
**Grant Type:** Over \$5000 Multi Year - Year 1

**Grant Request:** \$10,000

**Proposal Title:** 2014 Big Brothers of Greater Vancouver Proposal

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 1155

**Richmond Residents:** 74

**Grant Request Summary:**

Grant Proposal

The vision of Big Brothers of Greater Vancouver (BBGV) is to put a mentor in the life of every child who needs one. We believe that by changing the course of young lives we can in turn be changing the course of an entire community's future.

BBGV delivers two mentoring programs in the City of Richmond:

The traditional Big Brothers Mentoring Program matches responsible and caring adult male volunteer mentors one-to-one with at risk boys (age 7-14) who are lacking a positive male role model. Big and Little Brothers spend 2-4 hours per week together doing their choice of fun based activities and just hanging out.

The Teen Mentoring Program works in partnership with Richmond secondary and elementary schools where the Teen "Buddy" mentors a younger child in a one-on-one friendship. Children with Teen Mentors know that someone outside their families cares about them and as such they enjoy greater stability and confidence. This program also gives Teens an opportunity to contribute to their own community, creating connections and increasing empathy for those around them.

The impacts our programs have on the community are widespread. Each Mentoring match serves the "Little", the "Big" and the family. The child receives the many benefits of a mentoring relationship, including improved self-esteem, reduced risk behaviours, more positive attitude toward school, improved relationships, better grades and reduced

absenteeism. The mentors and families experience many positive benefits as well.

A recent high profile Mentoring Study conducted by the Centre for Addiction and Mental Health (CAMH) concluded that:

- Boys with Big Brothers are three times less likely to suffer peer pressure related anxiety
- Mentored boys are two times more likely to believe that school is fun and that doing well academically is important.
- Mentored boys are also two times less likely to develop negative conducts like bullying, fighting, lying, cheating, and losing their temper.

Our goals and objectives for the Richmond region include:

- maintaining the level of quality of our programs
- increasing the number of children and youth served in Richmond
- sharing the benefits of mentoring with the larger community
- liaising with other organizations to ensure our programs are as effective as possible
- increased promotion and recruitment of more volunteers for our programs
- ensuring accessibility, flexibility, and diversity to accommodate special needs of the families

**Richmond Services Received by Your Organization:**

n/a

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,768,106.00	2,039,000.00
<b>Total Expenses:</b>	1,756,717.00	2,037,100.00
<b>Annual Surplus or (Deficit):</b>	11,389.00	1,900.00

Accumulated Surplus or (Deficit):                      94,349.00                      98,653.00

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

**Last Complete Year:**

Less than 1 month expenses

**Current Year:**

Less than 1 month expenses

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

Less than 1 month expenses

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

Year	Amount	Grant Program
2013	\$4,500	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$7,800.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$1,100.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$400.00
Local Travel	\$200.00
Other	\$300.00

Family & volunteer recruitment

**TOTAL                      \$10,000.00**

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

Funder 1 Name	United Way	\$7,957
Funder 2 Name	Community Gaming Grant	\$15,135
Funder 3 Name	Big Brothers of Greater Vancouver Foundation	\$73,798

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

**Total Proposed Budget:                      \$30,000.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                      \$4,590

**Recommendation:**

Same level as last year with CoL increase to support matches of Big and Little Brothers. Recommending Year 1 of 3-year Cycle.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Big Sisters of BC Lower Mainland

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

**Grant Request:** \$8,000

**Proposal Title:** Big Sisters Mentoring Programs in the City of Richmond

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 21

**Richmond Residents:** 21

**Grant Request Summary:**

Big Sister Mentoring Program: matches girls (ages 7-17) with a volunteer Big Sister in a one-to-one mentoring relationship. Each match meets once a week for 2 to 4 hours for a minimum of one year. We request a minimum one year commitment from our matches; our average match length is 2.5 years which demonstrates the importance of this relationship for not only the Little Sister, but the Big Sister as well. The Big Sisters Mentoring Program is one of Big Sisters' core programs and as such is an ongoing program. From January - September 2013 we have served 12 girls from the City of Richmond in the Big Sisters Mentoring Program.

**Big Sister Mentoring Program Timeline**

January 2014 ~ December 2014

- To market the Big Sister program for the purpose of recruiting Big Sister volunteers, with particular attention to culturally diverse groups.
- To screen and assess potential Big Sister volunteers to determine if they are appropriate for the program.
- To train and provide counseling, resources and workshops to Big Sister volunteers to enable them to be effective mentors.
- To assess Little Sisters and their families to determine specific needs in order to match with an appropriate mentor.
- To provide Child Safety training to volunteers, Little Sisters and their parents/guardians



- To make, maintain and monitor each match to ensure child safety and that matches reach, at minimum, their initial commitment.
- To provide counseling and support to each Big Sister match (volunteer, Little Sister, parent/guardian) to ensure successful, healthy relationships.
- To provide fun, educational, multicultural, and community-orientated group activities to enrich the mentoring relationships of our Big and Little Sisters.

Key Program Objectives:

- Increasing self-esteem
- Increasing confidence
- Encouraging positive and healthy behavior
- Encouraging girls to reach their full potential
- Facilitate girls to effectively communicate their feelings
- Improving well-being
- To provide a supportive mentor for every girls who needs on in the Lower Mainland

Study Buddy Program: provides girls (ages 7-17); with the educational support and friendly guidance they need to succeed through a one-to-one mentoring relationship with a female volunteer tutor. Study Buddies meet for one hour each week, after school or on weekends, for a minimum of six months. They work together to set and achieve educational goals for the Little Sister Study Buddy.

The Study Buddy Program is open to girls, who need academic support and cannot access other one-to-one tutoring services due to financial constraints. This program helps girls who do not have the benefit of home resources or the academic support they need. These are girls who struggle in class and with their homework assignments. They are likely not participating in other activities at school and are suffering from absenteeism, lack

of interest in school work and social insecurity. These girls are not realizing their full potential and often suffer from low self - esteem. They need extra assistance beyond that offered in class. From January - September 2013 we have served 9 girls from the City of Richmond in the Study Buddy Program.

#### Study Buddy Timeline

January 2014 ~ December 2014

- To market the Study Buddy program for the purpose of recruiting Study Buddy volunteers, with particular attention to culturally diverse groups
- To screen and assess potential Study Buddy volunteers to determine if they are appropriate for the program
- To train and provide counselling and resources to Study Buddy volunteers to enable them to be effective mentors
- To assess Little Sister Study Buddies and their families to determine specific needs in order to match with an appropriate mentor
- To provide Child Safety training to volunteers, Little Sisters and their parents/guardians
- To make, maintain and monitor each match to ensure child safety and that matches reach at minimum their initial commitment
- To provide educational, multicultural, and community-orientated group activities to enrich the mentoring relationships of our Big and Little Sisters.
- To provide counseling and support to each Study Buddy match (volunteer, Little Sister Study Buddy, parent/guardian) to ensure successful, healthy relationships that meet the goals of the Little Sister Study Buddy and the Study Buddy Program

#### Study Buddy Program Key Program Objectives:

- To provide an academic role model to girls and young women (ages 7-17)

#### Study Buddy Program Key Program Objectives:

- To provide an academic role model to girls and young women (ages 7-17)

- Increasing self-esteem
- Increasing educational performance
- Increasing school attendance and engagement
- Decreasing disruptive behavior in school
- Enhancing educational goal setting
- Facilitate girls to effectively communicate their feelings
- Stronger peer relationships
- Promoting the importance of staying in school

**Richmond Services Received by Your Organization:**

none

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,161,088.00	1,234,371.00
<b>Total Expenses:</b>	1,180,404.00	1,257,302.00
<b>Annual Surplus or (Deficit):</b>	(19,316.00)	(22,931.00)
<b>Accumulated Surplus or (Deficit):</b>	219,265.00	196,333.00

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

**Last Complete Year:**

Deficits of (19,316) will be covered by accumulated surpluses from prior years. Deficit in 2012 created partly by unexpected increase in audit fees of 6,500.

**Current Year:**

Deficit of(22,932) will be covered by accumulated surpluses from prior years

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

Big Sisters' house is more than 110 years old and some of the accumulated surplus is reserved for major house repairs. Our Financial Policies also require a Prudent Reserve of two to three months' operating expenses to be available in case of significant interruptions in funding.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$4,500	Health, Social & Safety

**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
<b>TOTAL</b>	<b><u>\$8,000.00</u></b>

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

Funder 1 Name	United Way United In Change Grant	\$3,619
Funder 2 Name	BC Gaming Community Gaming Grant	\$7,212
Funder 3 Name	Donor Options (United Way)	\$1,180

Amount Your Society will Provide:	<b><u>\$8,000.00</u></b>
Total Proposed Budget:	<b><u>\$24,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$4,590

**Recommendation:** Same level as last year with a CoL increase to support matches between Big and Little Sisters. Recommending Year 1 of 3-year cycle.

Staff Comments /  
Conditions:

None



**Grant Application Summary for 2014  
Health, Social & Safety Program**

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

**Society:** Boys and Girls Clubs of South Coast BC  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Boys and Girls Club Services at Mitchell Elementary  
**Grant Purpose:** Community Service / Program / Event - Ongoing  
**Start Date (if applicable):** **End Date (if applicable):**  
**Number To Be Served: 90**  
**Richmond Residents: 90**

**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. Programs are currently offered 4 days per week for students aged 6 through 12, and starting in January 2014, a program for preteens will be offered once a week in the evening. 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 \$2,500 City Grant in 2013, but receive no other services from the City of Richmond.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	10,079,937.00	10,196,808.00

**Health, Social & Safety 2014**  
**Boys and Girls Clubs of South Coast BC**

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

<b>Total Expenses:</b>	10,129,320.00	10,265,756.00
<b>Annual Surplus or (Deficit):</b>	(49,383.00)	(68,948.00)
<b>Accumulated Surplus or (Deficit):</b>	2,130,672.00	2,061,724.00

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

**Last Complete Year:**

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

**Current Year:**

Actual operations are again anticipated to result in a surplus, with a deficit forecast when non-cash items are taken into account.

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

Sound fiscal management for over 75 years.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$2,500	Health, Social & Safety

**PROPOSED CITY GRANT USE**

<b>Personnel (Salaries and Benefits)</b>	\$99,850.00
<b>Consultant Services</b>	\$0.00
<b>Volunteer Support (e.g. expenses, recognition)</b>	\$0.00
<b>Office Rent or Mortgage</b>	\$7,500.00
<b>Utilities and Telephone</b>	\$2,000.00
<b>Supplies</b>	\$3,000.00
<b>Equipment</b>	\$500.00
<b>Photocopying</b>	\$0.00
<b>Program Materials</b>	\$1,800.00
<b>Local Travel</b>	\$1,200.00
<b>Other</b>	\$14,150.00

Staff Training - \$750
Insurance - \$1,600
Program Administration, including Evaluation - \$11,800

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	<b>TOTAL</b>	<b><u>\$130,000.00</u></b>
<b>Financial Assistance from Other Sources (if applicable)</b>		
<b>Funder 1 Name</b>	United Way of the Lower Mainland	<b>Amount</b> <b>\$60,000.00</b>
<b>Funder 2 Name</b>	Boys and Girls Clubs Foundation of South Coast BC	<b>Amount</b> <b>\$58,500</b>
<b>Funder 3 Name</b>	Province of BC - Gaming	<b>Amount</b> <b>\$5,000</b>
<b>Amount Your Society will Provide:</b>		<b><u>\$60,000.00</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$130,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$2,550

**Recommendation:**

Same level as last year with CoL increase for new preteen program.
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**Staff Comments / Conditions:**

None
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**Society:** Canadian Liver Foundation  
**Grant Type:** Over \$5000 Single Year

**Grant Request:** \$40,000

**Proposal Title:** "Love Your Liver" Lecture Series

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 4000

**Richmond Residents:** 1500

**Grant Request Summary:**

The CLF will use this grant to deliver the 'Love Your Liver' Lecture Series. Liver disease affects anyone at any age, gender and ethnic background. It is a series session for liver disease patients, their family, friends, caregivers, and for those who are at-risk of developing one of more than 100 forms of liver diseases. We aim to expand liver health knowledge and awareness to work with Governments, Senior Centres, Community Centres, Health Fairs/Forums, GP Offices, Medical Clinics, Hospitals, Community Groups, Businesses, Corporations, Schools, Universities and Colleges. Expert speakers like hepatologists, nutritionists, psychologists and physiologists will present. The community will benefit from info on nutrition, exercise, medication management, and how to cope with liver illness.

**Richmond Services Received by Your Organization:**

None.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	227,562.00	487,600.00
<b>Total Expenses:</b>	320,469.00	290,487.00
<b>Annual Surplus or (Deficit):</b>	(92,907.00)	197,113.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

Our operating expenses exceeded the revenue generated therefore we had a short fall.

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

n/a

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

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

Personnel (Salaries and Benefits)	\$12,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$2,000.00
Office Rent or Mortgage	\$5,000.00
Utilities and Telephone	\$1,500.00
Supplies	\$500.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$2,000.00
Other	\$17,000.00

Refreshments, program material translation, printing, marketing and promotion.

**TOTAL      \$40,000.00**

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

Funder 1 Name	Pacific Blue Cross	\$20,000
Funder 2 Name	Merck Canada	\$4,000
Funder 3 Name	Foundations (KPMG, Wolrige Foundation, Adera)	\$39,240

Amount Your Society will Provide: \$5,000.00

Total Proposed Budget: \$84,240.00

**GRANT RECOMMENDATIONS**

Recommended Amount:      \$0

Recommendation:

The applicant indicated that the full amount is required to implement the proposal.

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Canadian Mental Health Association, Richmond Branch

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

**Grant Request:** \$34,000

**Number To Be Served:** 375

**Proposal Title:** Pathways Clubhouse

**Richmond Residents:** 360

**Grant Request Summary:**

The City of Richmond Grant would be used to deliver direct services to the members of CMHA-Pathways Clubhouse. Specifically, the majority of the grant would help to fund our Meal Program, an essential service that has experienced cost increases this year. A smaller amount is also requested to assist in funding rent and day to day operational costs.

Meal Program - \$22,000

The Clubhouse provides accessible, affordable, nutritious meals to members every day of the week, plus 2 evenings, and all statutory holidays.

**Target Group:** For the majority of our members, eating at the Clubhouse is their main/and or only meal or the day. Due to our members being on disability benefits, many live on low incomes and some lack the skills to prepare meals for themselves. For the physical well-being of our members, it is crucial that the Clubhouse provide meals are accessible, affordable and nutritious. Unfortunately, due to the rising cost of food, our meal program had to increase the cost of meals this past month \$.50 each. This will be a hardship for our members since their disability pensions have not increased.

**Community Benefit:** This past year, over 18,000 meals were served. A meal program evaluation survey showed that 99% of our members were satisfied with the meal program, with 100% finding it affordable (before the price increase). 49% of survey participants eat at Pathways 4-5 times a week, and 92% eat here at least once a week.

Operations, including Rent, Light, Telephone - \$12,000

The rest of the grant would assist in operations which include rent, hydro, and telephone service.

**Target Group:** Many of our members are completely reliant on public transportation,

which requires us to lease and operate a location close to the City Centre. As a result, we require assistance for operational costs, including rent, light, telephone. We have been at our present location for 10 years and our rent will increase \$20,000 this next fiscal year.

Community Benefit: Accessible direct services available to the members of the Clubhouse.

Changes that will impact grant use (if applicable):

There have been no changes to our application. Although food costs have gone up, we were able to receive a 1 year grant from a foundation to keep the price charged to members the same.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,639,796.00	2,729,201.00
Total Expenses:	2,654,082.00	2,745,725.00
Annual Surplus or (Deficit):	(14,286.00)	(16,524.00)
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Matches depreciation

Current Year:

Matches depreciation

Explanation for Accumulated Surplus or (Deficit):

na

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$34,000	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

**Amount:**                    \$34,000

**Recommendation:** Same level as last year, for the full amount requested, to support the Meal Program as well as operating expenses due to a rental increase.

**Staff Comments /  
Conditions:** None

**Society:** Canadian Mental Health Association, Vancouver-**Grant Type:** Over \$5000 Single Year**Grant Request:** \$12,000**Proposal Title:** Super Saturday Club Kids Program-serving families in Richmond**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 36**Richmond Residents:** 36**Grant Request Summary:**

Our grant request is for partial funding for one of the three groups of the Super Saturday Club Kids Program we serve in Richmond. It is part of the Child and Youth Program of the Canadian Mental Health Association. Super Saturday Club supports 36 kids of parents with serious and persistent mental illness or addiction problems. This is a long-term, recreation-based program. They are all residents of Richmond, ages 8-14. The majority of the kids are from immigrant families with very low income.

There are absolutely no barriers and no cost for the children to participate in the Super Saturday Club Kids Program. Once a month, the program provides the kids with a full day of activities (such as: Splash Down Park, Horseback Riding, PNE Playland, Indoor Trampoline Park, Movies, Snowboarding at Cypress). These group activities enable them to have fun, to participate in sports and special events, to build social skills and to establish strong friendships with other kids in the program who have similar situations in their home life.

While the kids are on their activities, it provides parents with respite time to attend to their own self-care and to relax knowing that their kids are well cared for.

Children of parents with mental illness often miss out on many opportunities and they have many challenges. They are also at higher risk of developing mental illness or other emotional problems; the situation is more serious for the families with limited financial resources. Super Saturday Club Kids Program is a preventive approach that focuses on early intervention that builds resilience in children and it supports both the kids and their parents.

Our program creates positive childhood experiences that will serve as a protective factor from developing mental illness in adult years. Our up-stream prevention strategy in treating mental health related illness is proven to be effective that saves health dollars. Given that the program reduces the risk of these vulnerable kids in developing mental

health issues, thus enable them to have a better chance to reach their potential.

**Richmond Services Received by Your Organization:**

The Super Saturday Club Kids program serving Richmond does not receive any services from the City of Richmond at this time. However, City of Richmond supports the Canadian Mental Health annual bike ride by offering pre-event preparation support, staff offers recommendations in route designs and road safety.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,857,136.00	3,282,381.00
Total Expenses:	2,905,373.00	3,282,381.00
Annual Surplus or (Deficit):	(48,237.00)	0.00
Accumulated Surplus or (Deficit):	269,996.00	269,996.00

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

**Last Complete Year:**

Un-budgeted recruitment cost for new Executive Director. Previous Executive Director resigned (38K).

Reduction in allowable Administration Fees - Health Authorities, due to less than budgeted expenditures (10K).

**Current Year:**

Not available at time.

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

The accumulated surplus is "Fees for Services" for delivery of corporate education workshops. The fund is reserved for development and delivery of future education programs.

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

Year	Amount	Grant Program
2013	\$5,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$6,900.00
Consultant Services	\$0.00



**Health, Social & Safety 2014**

**Over \$5000**

**Single Year**

**Canadian Mental Health Association, Vancouver-Burnaby Branch**

**Summary Page 3**

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	\$1,500.00
Other	\$3,600.00

Activity fees, event admissions, meals and snacks.

**TOTAL**

**\$12,000.00**

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

Funder 1 Name CKNW Orphans' Fund \$850

Funder 2 Name CMHA Vancouver-Burnaby Branch \$5,850  
Fundraising Dollars

Funder 3 Name

**Amount Your Society will Provide:**

**\$5,850.00**

**Total Proposed Budget:**

**\$18,700.00**

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$6,000

**Recommendation:**

Increased level to support staff costs of the super Saturday Club for children of parents with serious and persistent mental illness and/or addictions.

**Staff Comments /**

**Conditions:**

None



**Grant Application Summary for 2014  
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:** \$4,000  
**Proposal Title:** Richmond Health Equipment Loans Depot  
**Grant Purpose:** Operating Assistance

**Start Date (if applicable):** \_\_\_\_\_ **End Date (if applicable):** \_\_\_\_\_  
**Number To Be Served:** 2266  
**Richmond Residents:** 90%+ will be Richmond residents

**Grant Request Summary:**

The Canadian Red Cross is seeking \$4000.00 that will fund the cost of a half-day of work for an Equipment Technician at the Richmond Health Equipment Loan (HELP) Depot. The short-term HELP loan Depot services the Richmond community by providing by-donation loans of vital medical equipment to community members recovering from injury or illness, transitioning to a permanent dependency on a mobility device, or receiving palliative care in the home. This includes all community members that may experience a sudden injury or illness, and palliative patients who need to be safely cared for in their home. Once injured, even a healthy person can be left feeling helpless in a home or community built for the able-bodied. Vulnerability to fall and re-injury is dramatically heightened. For many in Richmond, purchasing a wheel-chair for the short-term is not only inefficient but unaffordable. For many low-income seniors or single-parent families, the Depot provides a lifeline to equipment that would be otherwise unaffordable. The funds will pay for a technician to work with the volunteers one day per week, as the Richmond Depot relocates in the coming months to expand the size of the facility by 900%. The technician will oversee the cleaning and repair of short-term loan equipment, assist with cleaning and maintenance, ensure hygiene standards are met, and ensure the maintenance of stock parts.

\*\*\*\*\* Target

Groups

\*\*\*\*\*

\_\_\_\_\_ All  
members of the community

\_\_\_\_\_ Few  
people will be lucky enough not to experience a sudden injury or illness in their lifetime. Whilst in perfect health it can be difficult for someone to accept they may one day be in need of a wheelchair, a walker or a raised toilet seat, until suddenly and unpredictably they are. Teenagers can be hurt playing sport, workplace injuries are common, and we

are all vulnerable to motor-vehicle accidents. Once injured, even a healthy person can be left feeling helpless in a home or community built for the able-bodied. Vulnerability to fall and re-injury is dramatically heightened.

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#### Palliative Patients

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Palliative patients, who have chosen to spend their final days at home, cared for by friends and family, are greatly impacted by HELP services. HELP short-term medical equipment loans benefit not only the patients in their final days, but also family members and caregivers who are able to safely assist their father, mother or grandparent to spend that time in comfort and safety with dignity.

The HELP short-term loan Depot imposes no time limitations for palliative patients who borrow medical equipment.

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#### Seniors

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The members of the community that benefit the most from the HELP short-term loan Depot are its seniors. A May 2011 survey showed that on average, 70% of those who borrow equipment from HELP short-term loan Depots are seniors. Falls are the most common form of injury for seniors, with one-third of those aged 65+ typically falling at least once a year. Research shows that seniors who fall are 2-3 times more likely to fall again.

Following a broken bone, hip or knee surgery, or the onset of debilitating disease, a senior's life can quickly change from one of active community living, to one of isolation, which can often lead to deterioration in health both physically and mentally. Even a simple fall can result in an injury which can lead to an escalating fear of movement and a loss of confidence. Nothing can protect seniors from falling better than the availability of specialized equipment specifically designed to keep them safe.

Recent statistics show the current population of the City of Richmond to be nearly 200,000. Of this population, 26,000 (13%) of the community members are over the age of 65. Another 12,700 are aged 60-64. The senior population is growing in Richmond, in fact recent statistics produced for BC project that the number of seniors will increase an average of 95.2% across the province by 2036, and with it will grow the need for HELP medical equipment. The HELP short-term loan Depot creates a vital component in a wide-ranging effort by government, health authorities, and seniors' organizations aimed at reducing falls in those over 65 years.

For those seniors that have suffered an injury that permanently affects their mobility, there

may be an interlude between when they are discharged and when they are able (or willing) to locate a permanent mobility device. HELP is able to fill a clearly defined unmet need during this time by creating a "bridge" through this difficult period of transition. The loan period for equipment, typically three months, is usually sufficient time for recovery from most illnesses, injuries and surgeries. With the exception of palliative patients, it is expected that those who require a piece of medical equipment for long-term use will purchase their own within the 3 month loan period.

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The Richmond HELP Depot

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The current HELP short-term loan Depot facility provides 1200 square feet of space, at a cost of \$1200 per month. The Depot has been regularly serving thousands of Richmond community members every year. The demand has placed a strain on the ability of the Depot at its current size, to provide the best possible service for the community. For this reason, the Red Cross has been working diligently over the last year to secure new premises, at which a larger space will be allocated to the Richmond HELP short-term loan Depot. In February 2014, the plan is to move the short-term loan Depot about half a kilometer to a new facility, where the Depot will occupy 10,800 square foot, at a cost of \$10,700 per month. At the new facility, in addition to the HELP short term loan service, a HELP Plus program will be located. The HELP Plus program in B.C.'s Fraser and Vancouver Island regions has been created from a partnership between the Vancouver Coastal Health Authority and the Canadian Red Cross. The HELP Plus service provides advanced equipment loans, and includes targeted delivery to enhance the currently running HELP Short Term Loan basic equipment service in two ways: HELP Plus provides access to more specialized and costly equipment, and provides delivery and installation for most of the advanced equipment. Clients can use the equipment for up to 6 months based on the client's needs. The members of the Richmond community, in particular the many seniors in need, will benefit greatly from the improvements to both the HELP short-term loan and HELP Plus services, which will enable the service to run even more efficiently, exponentially expanding the health service provided.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	979,065.00	997,300.00
<b>Total Expenses:</b>	979,065.00	997,300.00

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:**

We have included above the figures for the 12 HELP Depots in the Lower Mainland. These differ from the Red Cross Society countrywide financial figures found in the audited accounts attached below. We felt the above figures would be more relevant to the program for which we are asking funding.

**Current Year:**

N/A

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

N/A

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

Year	Amount	Grant Program
2013	\$4,400	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$4,000.00
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
<b>TOTAL</b>	<b><u>\$4,000.00</u></b>

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

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

**Amount Your Society will Provide:**

**\$0.00**

**Total Proposed Budget:**

**\$4,000.00**

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$4,000

**Recommendation:**

Fully funded request for a technician to maintain equipment (44 four-wheeled walkers) purchased with previous City grants.

**Staff Comments /**

**Conditions:**

None



**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society: Children of the Street Society**

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

**Grant Request: \$7,500**

**Proposal Title: Taking Care of Ourselves, Taking Care of Others (TCO<sup>2</sup>)**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 25000**

**Richmond Residents: 750**

**Grant Request Summary:**

DESCRIPTION -- TCO<sup>2</sup> stands for Taking Care of Ourselves, Taking Care of Others and is a unique workshop designed to prevent the sexual exploitation of children and youth by empowering them with knowledge and tools to keep themselves and their peers safe. Using monologues, skits, and role-plays, a group of two young-adult Workshop Facilitators (one male, one female) engage youth participants in a meaningful and interactive examination of what sexual exploitation is, who is involved, and how to prevent it from happening. The workshop is highly customized in size, material, and length to meet the needs of each group and address the specific issues affecting each community. Topics covered include: recruitment tactics, warning signs of exploitation, human trafficking, violence and drugs in the sex trade, exploitation over the Internet, non-commercial forms of exploitation, males in the sex trade, barriers to exiting the sex trade, community resources, and how to get help.

TARGET GROUPS -- TCO<sup>2</sup> is presented free of charge to children and youth ages 10-18 (grades 6-12) throughout the province with the bulk of workshops are facilitated in the Lower Mainland, including Richmond. We facilitate to such an age group because research has shown that 13 is the average age that children reported their first experience of being sexually exploited through the sex trade. In the 2012/2013 school year, TCO<sup>2</sup> facilitated 626 workshops with 24,696 children and youth in British Columbia—a 16% increase in workshops from the previous school year. This is an all-time high since the inception of Children of the Street Society in 1995. In Richmond alone, we provided 26 workshops with 1,182 youth (double the previous school year!) during the 2012/2013 school year. Richmond workshops included Bridge Elementary School, Henry Anderson Elementary School, Horizons Alternate Program, Hugh McRoberts Secondary School, Maple Lane Elementary School, Matthew McNair Secondary School, RM Grauer Elementary School, Station Stretch Alternate Program, Steveston London Secondary School, and the Streetsmarts Program.

The workshops are facilitated mainly in public school classrooms, but have since evolved to include youth in many venues. It is a priority to facilitate workshops with high-risk and at-risk youth, including those in Alternate classrooms, English as a Second Language classrooms, Aboriginal communities, drug treatment centres, girl groups, custody centres, and youth in government care. In fact, during the 2012 / 2013 school year, 20% of our workshops were provided for high-risk youth who were exhibiting warning signs of sexual exploitation or who were already engaged in a sexually exploitive situation. The secondary target audience for TCO<sup>2</sup> is various adult audiences including school administrators, educators, service providers and community organizers, who are generally involved as a result of hosting a workshop. As well, the workshop is at times presented to government, service providers and law enforcement at conferences and community events. For example, we presented to over 75 service providers last year (City of Richmond staff, SD39 school counsellors, Richmond RCMP, and youth workers) in partnership with the Richmond Community Action Team. The RCAT meets bi-monthly to discuss current issues and trends affecting youth in the Richmond community, and we are seen as a leader on child/youth sexual exploitation and human trafficking. Our involvement with the Richmond Community Action Team has increased our profile in the Richmond community, resulting in overwhelming requests for workshops in Richmond especially from elementary schools.

COMMUNITY BENEFIT -- Sexual exploitation is an issue currently affecting all B.C. communities, including Richmond, that has long-term negative consequences not only on the lives of children and youth that are exploited, but also their families and the entire community. Children and youth are being actively recruited into the sex trade by both male and female pimps, gang members, and other individuals, including their own peers.

TCO<sup>2</sup> builds community capacity by teaching empathy, social responsibility, health and wellness among young people. Participants learn about the barriers that are faced by a sexually exploited person, and that it is not a choice to be exploited. Because sexual exploitation is also facilitated mostly by males, we teach males empathy and social responsibility so that they can resist becoming exploiters.

TCO<sup>2</sup> also builds community capacity because young people are raising awareness beyond the classrooms by talking about it with their family and friends. The workshop acts as a springboard of discussion among young people, with their peers, siblings and



families, and teaches young people to take care of themselves and others. Since school staff (teachers, principals, youth workers, etc.) also benefit from TCO<sup>2</sup> through simply being present in the classrooms while we're presenting, it is not uncommon for educators to continue the dialogue about the issue of sexual exploitation with their students following a workshop. The knowledge, resources and referrals provided in our workshops and through our support give the community tangible tools to deal with sexual exploitation.

Children of the Street Society is the leading organization in British Columbia addressing the prevention of sexual exploitation. With 18 years of experience delivering effective prevention, awareness, and early intervention programs we have built a strong reputation in the community. Due to our strong partnerships with schools and groups working with high-risk youth and the insight we have gained over the years, we are well positioned to provide this type of programming. Each year, our Facilitators participate in an intensive and in-depth six week training period prior to delivering workshops. Among other activities such as research and group discussions, the primary education tool is meeting with individuals and groups in the community who have additional experience and expertise on the issue of sexual exploitation. For the current 2013/2014 school year, Facilitators met with the following guest speakers, who are instrumental in creating a strong foundation of knowledge and training for the Workshop Facilitators:

- Experiential voices (adults that were sexually exploited as youth);
- Family Services of Greater Vancouver, Youth Detox Program;
- Health Initiative for Men, Hustle Program;
- Ministry of Justice;
- Office to Combat Trafficking in Persons;
- PLEA Onyx Program;
- Purpose Society;
- RCMP Human Trafficking Unit;
- RCMP Internet Child Exploitation (ICE) Unit;
- Salvation Army Deborah's Gate;

- Vancouver Police Department Counter Exploitation Unit (CEU);
- Vancouver Police Department Gang Crime Unit;
- Yankee 20 (Vancouver Police High Risk Youth Car);
- Training also includes a large variety of educational videos, reading materials and online training including Aboriginal Cultural Competency Training.

Children of the Street Society also works with a variety of community partners who host our workshops, including School Districts, schools, youth centres, custody centres, drug treatment centres, Aboriginal communities, Victim Services, law enforcement, local and provincial conferences, Community Action Teams, and other groups who receive our workshops. We are currently active members of the Vancouver Community Action Team, City of Vancouver Youth Task Force, Ridge Meadows Community Action Team, Richmond Community Action Team, Tri-Cities Safe Schools Task Force, and the Lower Mainland Sexual Exploitation of Youth (SEY) Committee.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	512,117.00	488,656.00
<b>Total Expenses:</b>	499,182.00	488,656.00
<b>Annual Surplus or (Deficit):</b>	12,935.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

The accounts of Children of the Street Society are maintained on an accrual basis. The surplus in FY12 will be accrued to FY13, as these funds are restricted by our funders and are to be used for a specific purpose.

**Current Year:**

N/A

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

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

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

Personnel (Salaries and Benefits)	\$210,500.00
Consultant Services	\$1,350.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$13,750.00
Utilities and Telephone	\$4,750.00
Supplies	\$0.00
Equipment	\$4,000.00
Photocopying	\$3,250.00
Program Materials	\$5,000.00
Local Travel	\$3,000.00
Other	\$37,400.00

Special Events (\$2,000)
Honorarium (\$1,700)
Training/Professional Development (\$1,000)
Promotions & Printing (\$1,500)
Automobile for 2 vehicles (\$2,200)
Postage & Courier (\$700)
Insurance (\$8,150)
Overhead Recovery Costs (\$20,150)

**TOTAL      \$283,000.00**

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

Funder 1 Name    PLEA Community Services Society of BC	\$70,000
Funder 2 Name    The SpencerCreo Foundation	\$50,000
Funder 3 Name    Ministry of Justice	\$42,500

**Amount Your Society will Provide:      \$7,500.00**

Total Proposed Budget:

\$22,500.00

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

This grant is for program materials to deliver workshops about preventing the sexual exploitation of youth. In 2012/13, 26 workshops were delivered in Richmond schools.

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Chimo Community Services

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

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

**Number To Be Served: 17,000+  
Richmond Residents: 13,000+**

**Proposal Title:** Strengthening Crisis Prevention and Response: Building Knowledge, Skills,

**Grant Request Summary:**

This grant will support the delivery and continued expansion of Chimo's Crisis Response and Community Engagement/Education Services, all of which are delivered by professionally trained and supervised volunteers and practicum students. Annually, these services collectively support over 17,000 people.

Crisis Response Services help individuals and families in Richmond navigate their way through wide-ranging life crises. Services is provided in 20 languages. Providing: immediate emotional support; help with problem identification, clarification and resolution; strong linkages to key public and community resources; give practical assistance with poverty, administrative, family, immigration and civil legal matters; and intervene in life threatening situations. As a result, individuals and families are supported, people are able to resolve their issues and move forward with greater clarity, capacity, robustness and readiness to address future life challenges.

Community Engagement/Education Services help children, youth, parents, newcomers and families to become more knowledgeable about social concerns and understand how to address them in healthy and effective ways. They provide important information to newcomers and help them adjust to life in Canada. Social and emotional learning activities strengthen family and community communications and build resiliency for meeting life challenges and addressing them effectively. These services are delivered in all Richmond Secondary schools as well as to newcomers, parents and others in the broader community.

**Changes that will impact grant use (if applicable):**

There are no changes that will impact grant use.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,092,866.00	2,137,390.00
<b>Total Expenses:</b>	2,044,688.00	2,137,390.00

**Health, Social & Safety 2014**  
**Chimo Community Services**

**Over \$5000**

**Multi Year - Year 3**  
**Summary Page 2**

<b>Annual Surplus or (Deficit):</b>	19,561.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	(17,677.00)	0.00

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

**Last Complete Year:**

Accumulated deficit from previous years.

**Current Year:**

Balanced budget

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

Unable to hire the number of Settlement Workers budgeted for under our Settlement and Integration Program. Those workers have all been hired to date.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$47,000	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$47,940

**Recommendation:**

Same level as last year with a CoL increase for Crisis Response Services as well as Community Engagement/Education.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Family Services of Greater Vancouver  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$46,600  
**Proposal Title:** Richmond Counselling, Support and Therapeutic Education Program

**Number To Be Served: 243  
Richmond Residents: 181**

**Grant Request Summary:**

This current grant 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 33 years. This program offers individual, couples, family and group counselling and is fully accredited by CARF International. This FSGV program serves clients of all ages, family configurations and income groups addressing a wide spectrum of concerns including parenting issues, emotional and behaviour difficulties in children and youth, relationship difficulties, settlement, loss and grief. This program prioritizes and works in partnership with other Richmond agencies. It is accessible to people who cannot afford private counselling services and do not qualify for other specific services in the community.

**Changes that will impact grant use (if applicable):**

No changes from Year 1 application

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	23,530,137.00	24,676,479.00
Total Expenses:	23,490,522.00	24,676,201.00
Annual Surplus or (Deficit):	39,615.00	277.00
Accumulated Surplus or (Deficit):	0.00	0.00

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

**Last Complete Year:**

The surplus last year was to balance out the large deficit from the previous year of 201,157.00

**Current Year:**

The projected surplus for the current year is immaterial 277.00

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

There is no accumulated deficit as it has been balanced by net assets of the agency as demonstrated in audited financial statements.



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Family Services of Greater Vancouver  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$46,600  
**Proposal Title:** Richmond Counselling, Support and Therapeutic Education Program

**Grant Request Summary:**

This current grant 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 33 years. This program offers individual, couples, family and group counselling and is fully accredited by CARF International. This FSGV program serves clients of all ages, family configurations and income groups addressing a wide spectrum of concerns including parenting issues, emotional and behaviour difficulties in children and youth, relationship difficulties, settlement, loss and grief. This program prioritizes and works in partnership with other Richmond agencies. It is accessible to people who cannot afford private counselling services and do not qualify for other specific services in the community.

**Changes that will impact grant use (if applicable):**

No changes from Year 1 application

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	23,530,137.00	24,676,479.00
<b>Total Expenses:</b>	23,490,522.00	24,676,201.00
<b>Annual Surplus or (Deficit):</b>	39,615.00	277.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

The surplus last year was to balance out the large deficit from the previous year of 201,157.00

**Current Year:**

The projected surplus for the current year is immaterial 277.00

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

There is no accumulated deficit as it has been balanced by net assets of the agency as demonstrated in audited financial statements.



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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$46,600	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                      \$46,600

**Recommendation:**

Same level as last year, for the full amount requested, for individual, family and group counselling services.
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**Staff Comments /  
Conditions:**

None
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**Grant Application Summary for 2014  
Health, Social & Safety Program**

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

**Society:** Mennonite Brethren Church of British Columbia  
**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:** 210  
**Richmond Residents:** 200

**Grant Request Summary:**

Food For Life is a free community meal offered every Wednesday from September to June. Richmond Bethel Church hosts this service with its volunteers who prepare and serve the meals.

Although the meal service is open to anyone who comes, we find that our outside guests fall primarily into 3 groups - the disadvantaged, new immigrants, and the elderly. They come in growing numbers not only for the free hot meal, but also for the camaraderie and social interaction that they might not otherwise receive.

We at Richmond Bethel Church believe that this meal service helps to build a greater sense of community in Richmond by bringing a varied group of people together on a regular basis.

**Richmond Services Received by Your Organization:**

As a religious organization, Richmond Bethel Church receives property tax relief from the city of Richmond.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	383,591.00	252,236.00
<b>Total Expenses:</b>	348,442.00	240,246.00
<b>Annual Surplus or (Deficit):</b>	35,149.00	11,990.00
<b>Accumulated Surplus or (Deficit):</b>	(68,357.00)	(63,409.00)

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

**Last Complete Year:**

1. Extraordinarily high weekly offerings throughout the year
  2. Unplanned rental revenues
  3. Reduced salary expenditures
- Operating surpluses are used towards paying down existing debt.

**Current Year:**

- Figures are current to Oct. 31, 2013 only.
1. Property insurance has not yet been paid (will be in Nov)
  2. Monthly expenditures slightly lower than planned up to Oct.
- We anticipate that a slight deficit is likely by yearend when all annual expenditures are accounted for.

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

Upgrading the kitchen in 2012 to meet requirements for our weekly community meal was a large capital outlay which required a loan, and this is expressed as our accumulated deficit.

**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	\$5,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00

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Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

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

Funder 1 Name	Dream Auction	Amount	\$6,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$9,000.00**

Total Proposed Budget: **\$20,000.00**

**GRANT RECOMMENDATIONS**

Recommended  
Amount: \$2,550

Recommendation: 

Same level as last year with CoL increase to fund a community meal program.
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Staff Comments /  
Conditions: 

None
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## Multi-Year Grant Application for 2014

### Health, Social & Safety Program

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

**Society:** Minoru Seniors Society

**Grant Type:** \$5,000 or Less Multi Year - Year 2

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

**Number To Be Served: 220**

**Proposal Title:** Greenhouse Social

**Richmond Residents: 220**

#### Grant Request Summary:

Proposed activity: Intergenerational opportunity for seniors and youth to grow and harvest healthy produce to be donated to the local Food Bank. The work includes seeding, transplanting and harvesting in raised and accessible garden beds as well as a social component at the end of each session with refreshments and sharing of stories and ideas.

Transportation is provided to and from the Sharing Farm from allocated community centres. The sessions have an emphasis on sharing and socializing between generations with an agri-education component.

Community benefits: strengthens communications, maximizes resources, expands service, increases cultural exchange, stimulates learning, increases socialization and social skills, increases emotional support and enhances community interactions.

Strategic direction # 2 from the Older Adult Service Plan, Providing Relevant and Appropriate Services encourages the expansion of intergenerational programming for the benefit of seniors and youth, which this program is able to fulfill.

#### Changes that will impact grant use (if applicable):

Year one of the program was extremely successful with buses running at near capacity each week. There was a great mix of seniors and youth working on the farm followed by a social where stories and ideas were shared. As successful as the program was, the Society only received half the amount requested (\$2500), which meant the program budget had to be adjusted from the original grant outline. The intent was to hire two leaders, but only one was contracted. The large venue and the varied needs and abilities of the participants were impaired as the program lacked the individual attention required. As a consequence the participants couldn't rotate through a variety of activities during their sessions.

In addition, reduced funding meant less supplies were purchased for the participants, i.e. low stools for the seniors to sit on while weeding and ergonomically correct hand tools. A planned social including coffee, tea and healthy snacks were to be provided after each session, however this option was also reduced. Additional funding would provide for an end of season social wrap-up allowing participants to cement the connections made over the summer.

As a result of feedback provided from the first summer, the program could be expanded to include an educational component, inviting guest speakers and providing cooking demonstrations or using the wood fired kiln on site.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	392,763.00	428,708.00
<b>Total Expenses:</b>	371,462.00	409,654.00
<b>Annual Surplus or (Deficit):</b>	21,301.00	19,054.71
<b>Accumulated Surplus or (Deficit):</b>	270,631.00	296,474.72

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

**Last Complete Year:**

Surplus is negligible for an operation this size.

**Current Year:**

Surplus is negligible for an operation this size.

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

Surplus is negligible for an operation this size.

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

Year	Amount	Grant Program
2013	\$2,500	Health, Social & Safety

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

Increased level to support  
the Greenhouse Social intergenerational program.

**Staff Comments /  
Conditions:**

Other Grants to support the project must be sought to  
remain eligible.

**Society: Multicultural Helping House Society****Grant Type: Over \$5000 Single Year****Grant Request: \$51,808****Proposal Title: Health & Wellness Program****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 1900****Richmond Residents: 150****Grant Request Summary:**

MHHS seeks funding for an innovative Health & Wellness Program for 55+ers Club and live-in caregivers in Richmond. It aims to include activities that assists live-in caregivers and seniors in Richmond to

become informed on healthy lifestyles, become socially adjusted and engaged.

This program will provide health information and learning resources to them. Group activities will provide an opportunity for seniors and live-in caregivers to work together to support and encourage healthier lifestyles. Moreover, this program intends to encourage volunteerism and engagement, reduce social loneliness and isolation and improve, restore, promote and maintain optimal health. This program will likely lead in the reduction of seniors and live-in caregivers being hospitalized. It will also decrease the incidence of mental illnesses which can be costly to the health care and welfare system of Canada.

Proposed activities include Fitness through Dance and Meditation in Motion, Mind Games, Healthy Food Information Sessions, Health Education, Networking and Experience-sharing and fitplus cooking.

**Richmond Services Received by Your Organization:**

Previously, in exchange for every member registered, the Minoru Seniors Society provided the club one of the facility rooms for use.

**FINANCIAL INFORMATION****Your Society's Budget:**



	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	638,310.00	527,945.00
Total Expenses:	618,891.00	511,927.00
Annual Surplus or (Deficit):	19,419.00	16,018.00
Accumulated Surplus or (Deficit):	153,263.26	0.00

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

**Last Complete Year:**

due to revenue derived from facility rent

**Current Year:**

n/a

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

fundraising and membership fees

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

Year	Amount	Grant Program
2013	\$8,160	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$36,561.72
Consultant Services	\$2,000.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$2,496.00
Utilities and Telephone	\$1,000.00
Supplies	\$1,200.00
Equipment	\$1,500.00
Photocopying	\$550.00
Program Materials	\$4,500.00
Local Travel	\$1,000.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$51,807.72</u></b>

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

Funder 1 Name	Richmond Seniors Network	\$7,875
Funder 2 Name	Times Telecom	\$3,000
Funder 3 Name		

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

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**Total Proposed Budget:** \$72,683.00

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**            \$8,323

**Recommendation:** Same level as last year with CoL increase to support the Health & Wellness Program for seniors and live-in caregivers.

**Staff Comments /  
Conditions:** Other grants to support the program must also be sought to remain eligible.



**Grant Application Summary for 2014**  
**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:** \$4,800  
**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:** 30  
**Richmond Residents:** 30

**Grant Request Summary:**

This grant provides for on-site childcare for mothers who attend the weekly Richmond facilitated support group for women experiencing postpartum depression or anxiety. Offering childcare for this group increases attendance and therefore group impact dramatically. The group now usually operates at capacity: 8 women, most of whom bring one or more children.

Furthermore, the childcare provided by trained and experienced childminders is an important component in mothers' recoveries. The professional child care workers staff a clean, spacious and welcoming child care room at Richmond Garratt Wellness Centre and provide some immediate practical relief for mothers. Many depressed or anxious mothers do not want to leave their infants; on-site childcare enables these mothers to both attend group and care for their children. Often this childcare is the first break the mother has had since the birth of the child. The mothers feel comfortable knowing their children are near, and they can temporarily leave the group meeting to nurse or settle their children.

**Richmond Services Received by Your Organization:**

We receive free use of 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>
<b>Total Revenue:</b>	325,918.00	349,729.00
<b>Total Expenses:</b>	355,026.00	349,729.00
<b>Annual Surplus or (Deficit):</b>	29,108.00	0.00

Accumulated Surplus or (Deficit): 0.00 0.00

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

**Last Complete Year:**

Last year we changed our Gaming funds calendar to "push forward" instead of utilizing funds in that same month received. We had wanted to do this for quite some time but needed a surplus year to do so. From this change, we had zero Gaming funds last year compared to 67,000. We actually had a great year last year.

**Current Year:**

We expect to balance our budget by cutting services that we added last year (extended phone support, additional staff hours) as we did not receive the same funding this year as the last. This is quite frustrating as we are receiving more calls than last year, yet cutting staff hours.

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

n/a

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

Year	Amount	Grant Program
2008	\$2,500.00	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$4,800.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$4,800.00</u></b>

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

<b>Funder 1 Name</b> Vancouver Coastal Health - Richmond	<b>Amount</b> 26,871.00
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**Health, Social & Safety 2014**  
**Pacific Post Partum Support Society**

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

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Funder 2 Name	Amount	\$0.00
Funder 3 Name	Amount	\$0.00
Amount Your Society will Provide:		<u>\$112.00</u>
Total Proposed Budget:		<u>\$6,912.00</u>

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

To assist with child-minding expenses to enable those with postpartum depression to access support services.
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**Staff Comments /**  
**Conditions:**

None
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**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** PLEA Community Services Society of BC

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

**Grant Request:** \$10,000

**Proposal Title:** KidStart Mentoring Program

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 300

**Richmond Residents:** 20

**Grant Request Summary:**

KidStart is an award winning, prevention and diversion program for kids age 6+ that provides carefully screened and selected adult volunteers to mentor vulnerable children and youth. The program has been operating for more than twenty eight years.

KidStart is constantly trying to alleviate a growing waitlist of children waiting for mentors. KidStart kids are experiencing difficulties in their lives which make them vulnerable to crime, gang activity, addiction and exploitation. They may be struggling at school, have a learning difficulty, be children living in poverty, children of the working poor or children of Landed Immigrants. Due to their diverse circumstances, these children may not be eligible for other mentoring programs such as Big Brothers. In many cases, the KidStart volunteer mentor is the most significant role model in their lives and provides the stability they need to make good choices, finish school, and develop positive life skills.

**Program Description: Providing Positive Role Models and Community**

-KidStart supports marginalized children and youth by providing the time of supported volunteers to build their skills and knowledge to help reduce barriers to success.

- KidStart services are delivered one-to-one, by volunteers who are carefully selected and supported by our professional Coordinators of Volunteers who have backgrounds in addictions treatment, youth development, criminology and family studies.

- The goal of our volunteer mentors is to develop a positive relationship with the young person and engage kids in activities that promote success and achievement. They encourage kids to develop their own interests, support learning and education opportunities, self reliance and skill-building, and open doors to community life.

- Mentors model positive attitudes and values. They enhance the capacity of marginalized young people to create opportunities for themselves by encouraging and supporting them through role modeling and advocacy. Many of our mentors set examples with their own work and education accomplishments. Promoting education opportunities for youth has always been a KidStart objective.

- KidStart volunteers are a culturally diverse group with 50% of volunteers speaking one of twenty languages. They represent the diverse population of families we service.

#### Short Term Measurable Goals and Expected Results in 2013/2014:

- To connect vulnerable children and youth with caring volunteer mentors and provide continuing support to those ongoing relationships. Approximately 40 applicants complete the application procedure each month and approximately 36 applicants, or 90%, come for an interview. Approximately 10-12 become new volunteer mentors per month with a total of 132 per year. Our goal for 2013/2014 is to increase our monthly totals to 13-14 per month or approximately 160 new volunteers per year.

-Continue to provide volunteers with opportunities to attend training and workshops to develop the skills they need to fulfill their mentoring responsibilities. This year we are providing workshops on Crisis Intervention and Suicide Prevention, Developing Sensitivity in Our Communications with Youth, Working with Expectations, Building Relationships, Preventing the Sexual Exploitation of Children and Youth, Verbal De-escalation, Bullying, Duty to Report as well as opportunities to complete First Aid and CPR training. We are also soliciting feedback from volunteers on about the topics they would like more training in. We follow best practices and ensure that roundtable meetings and training are held

every four to six weeks.

-Provide free or subsidized tickets (sporting events/concerts/activities) to volunteer mentors to share with KidStart kids. This gives vulnerable children and youth the opportunity to try activities and go to events the same as any other young person their age. This is made possible thanks to our partners Kids Up Front and other generous donors.

-We will develop and re-design our KidStart website to increase our ability to recruit volunteers, provide resources and reporting features for current mentors, acknowledge our partners and funders and information for families. We will continue to enhance our online presence through social media and the new Volunteer Mentor Blog that we are launching this summer.

-Publicize the benefits of mentoring. Marketing efforts help us recruit volunteers and generate awareness about our programs.

-Provide more than 60 vulnerable children and youth with an opportunity to attend summer camp and day camps.



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:	20,921,422.00	21,342,331.00
Total Expenses:	20,696,432.00	21,297,330.00
Annual Surplus or (Deficit):	224,990.00	45,001.00
Accumulated Surplus or (Deficit):	0.00	0.00

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

**Last Complete Year:**

PLEA has been able to subsidize the operations of KidStart through savings realized in administration costs however with reduced government and private sector funding; many services are experiencing a forced reduction in services. In 2013, we experienced an increase in costs for the program and will be actively seeking support from our funders to assist us in meeting this need.

PLEA recognizes that due to the current economic climate, donations and grants have reduced over time in all of our program areas. PLEA will continue to contribute to KidStart in order to continue to meet the needs of the children and families accessing our waitlists.

**Current Year:**

PLEA has been able to subsidize the operations of KidStart through savings realized in administration costs however with reduced government and private sector funding; many services are experiencing a forced reduction in services. In 2013, we experienced an increase in costs for the program and will be actively seeking support from our funders to assist us in meeting this need.

PLEA recognizes that due to the current economic climate, donations and grants have reduced over time in all of our program areas. PLEA will continue to contribute to KidStart in order to continue to meet the needs of the children and families accessing our waitlists.

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

N/A

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

**Year                      Amount      Grant Program**

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$342,363.00
Consultant Services	\$5,000.00
Volunteer Support (e.g. expenses, recognition)	\$79,490.00
Office Rent or Mortgage	\$44,291.00
Utilities and Telephone	\$2,800.00
Supplies	\$7,362.00
Equipment	\$6,762.00
Photocopying	\$7,150.00
Program Materials	\$6,600.00
Local Travel	\$28,421.00
Other	\$59,042.00

Memberships (for volunteer recruitment and fundraising) and Staff Training

Website Costs

Marketing and Fundraising Costs

Administration Costs

**TOTAL                      \$589,281.00**

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

Funder 1 Name	BC Gaming - Direct Grant	\$85,000
Funder 2 Name	RBC Foundation	\$40,000
Funder 3 Name	City of Vancouver	\$35,000

**Amount Your Society will Provide:** **\$189,881.00**

**Total Proposed Budget:** **\$589,281.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:**                      \$0

**Recommendation:** Declined due to insufficient partnerships and demonstration of need in Richmond, and this organizations provides funds to Children of the Street

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Society (above).

**Staff Comments /  
Conditions:**

None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Addiction Services Society

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

**Grant Request:** \$210,856

**Number To Be Served: 5500  
Richmond Residents: 5500**

**Proposal Title:** The Centre of Excellence for the Prevention of Problem Gambling, Substance

**Grant Request Summary:**

The City grant enables Richmond Addiction Services Society (RASS) to offer the continuum of prevention services in the City of Richmond including substance use, gambling and other addictive behaviours. This work occurs within the city, community centres, schools and within other agencies. We aim to delay onset of first use and reduce the harm of current use for the individual, family and community. We raise the awareness in the community regarding the consequences of problematic substance use, gambling and other addictive behaviours such as the overuse of the computer or the internet. Increasing awareness in parents, children, grandparents and adults enables the community to learn how to communicate about these issues in safe ways where people can ask for help and support. In addition to community members, we aim to build the capacity in other professionals and community partners allowing our community to help and support its citizens holding true that "every door is the right door" when asking for help.

**Changes that will impact grant use (if applicable):**

The only changes are in the amount requested due to recent changes in the Collective Bargaining Agreement and yearly increases for unionized staff members.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,084,658.00	1,211,527.00
<b>Total Expenses:</b>	1,079,763.00	1,211,527.00
<b>Annual Surplus or (Deficit):</b>	4,895.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	117,950.00	117,950.00

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

**Last Complete Year:**

Small surplus due to additional grants received.

**Current Year:**

No surplus or deficit budgeted.

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

Accumulated surplus derived from other funding sources over the years.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$198,377	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$202,345

**Recommendation:** Same level as last year with CoL increase to be equally allocated to (1) problem gambling prevention and (2) substance misuse and other addictive behaviour prevention.

**Staff Comments /  
Conditions:** None

**Society:** Richmond Amateur Radio Club  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$3,000  
**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 (the club) to effectively carry out its Emergency Communications and Community Support programs, additional funding is required for communications collateral, safety equipment and volunteer support expenses. This will allow the club necessary resources to maintain its role in providing emergency communications support at local community events in Richmond (e.g. 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 safety of those events, the club will be more experienced and better prepared to carry out its role in emergency communications support for the City of Richmond through its affiliation with the city's Emergency Social Services (ESS), and as a member of the Provincial Emergency Program (PEP).

**Richmond Services Received by Your Organization:**

Use of meeting room at Steveston Community Centre for club meeting and radio courses and use of City Works Yard for parking of emergency communications trailer. 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>
<b>Total Revenue:</b>	4,605.22	1,941.00
<b>Total Expenses:</b>	4,939.04	1,940.00
<b>Annual Surplus or (Deficit):</b>	(333.82)	1.00

Accumulated Surplus or (Deficit): (424.73) (423.73)

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

**Last Complete Year:**

Purchase of necessary antenna equipment for Intl. Space Contact program with local high school.

**Current Year:**

n/a

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

Annual deficit absorbed by bank account balance of retained surplus from previous years.

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

Year	Amount	Grant Program
2013	\$1,500	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	\$800.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,600.00
Local Travel	\$0.00
Other	\$600.00

Safety equipment (e.g. hard hats, visible T-shirts), emergency equipment for communications trailer (e.g. fire extinguisher, spare tire), training equipment

**TOTAL \$3,000.00**

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

<b>Funder 1 Name</b> Province BC Community Gaming Grant	<b>Amount</b>	<b>\$6000</b>
<b>Funder 2 Name</b>	<b>Amount</b>	<b>\$0.00</b>

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<b>Funder 3 Name</b>	<b>Amount</b>	<b>\$0.00</b>
<b>Amount Your Society will Provide:</b>		<b><u>\$1,900.00</u></b>
<b>Total Proposed Budget:</b>		<b><u>\$10,900.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$1,530

**Recommendation:**

Same level as last year with a CoL increase for equipment repair and replacement as well as volunteer expenses.
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**Staff Comments /  
Conditions:**

None
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**Grant Application Summary for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Carefree Society  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$5,000  
**Proposal Title:** Richmond Carefree Society Children's Playgroup  
**Grant Purpose:** Operating Assistance

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

**Number To Be Served:** 16

**Richmond Residents:** All

**Grant Request Summary:**

Richmond Carefree Society provides support for local families with special needs by providing a twice weekly playgroup for children ages one to three years. Committed to helping Richmond families who may be at risk, the Children's Playgroup provides social stimulation, age appropriate activities and weekly music therapy for infants and toddlers who have a special need, or have a family member that needs extra support. This may include parents of multiples or families with a member with health concerns or mental health challenges. Operating since 1969 with the loving care of volunteers, Richmond Carefree Society provides children with a safe and friendly environment to grow and learn, while allowing their parents a much-needed break. In order to ensure that all qualifying families are able to participate, Richmond Carefree Society provides safe transportation for the children to and from the program for those requiring the service.

**Richmond Services Received by Your Organization:**

Use of East Richmond Hall at no cost  
  
 Transportation and music therapy subsidy

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	12,479.00	14,900.00
<b>Total Expenses:</b>	12,545.00	14,840.00
<b>Annual Surplus or (Deficit):</b>	(66.00)	60.00
<b>Accumulated Surplus or (Deficit):</b>	9,673.14	0.00

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

**Last Complete Year:**

Insufficient grant funding
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**Current Year:**

N/A
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**Explanation for Accumulated Surplus or (Deficit):**

Accumulated surplus will address the funding gap between our fiscal year end of August 2013 and the pending notification of funding for 2014.
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

Year	Amount	Grant Program
2013	\$5,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$2,500.00
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	\$0.00
Local Travel	\$0.00
Other	\$2,500.00

Insurance - \$1,400.00
Music Therapy - \$1,100.00

**TOTAL      \$5,000.00**

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

Funder 1 Name	Gaming Grant	Amount	\$5,000
Funder 2 Name	Variety Club	Amount	\$5,000.00
Funder 3 Name		Amount	\$0.00

**Amount Your Society will Provide:      \$1,500.00**

**Total Proposed Budget:      \$16,500.00**

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

Same level as last year, for the full amount requested, for twice weekly playgroup for local families with children with special needs.
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**Staff Comments /  
Conditions:**

None
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**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Family Place Society  
**Grant Type:** Over \$5000 Multi Year - Year 3  
**Grant Request:** \$30,000  
**Proposal Title:** Richmond Family Place Programs  
**Number To Be Served:** 8800  
**Richmond Residents:** 99%

**Grant Request Summary:**

Richmond Family Place Society (RFP) is seeking funding to support its operating costs. RFP provides a wide array of preventative services and support programs to families with children birth to 12 years of age living in Richmond. These programs are delivered by qualified Early Childhood Educators and Pre-Teen Workers at 14 different sites throughout Richmond. The essence of a Richmond Family Place is to promote community initiatives, enhance the parenting skills of caregivers, provide children opportunities to learn the skills they need, and to support the family as a whole. 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. Families are given information about other community resources.

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 (if applicable):**

No significant changes will impact grant use from year one application.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	734,277.00	896,377.00
<b>Total Expenses:</b>	739,933.00	892,527.00
<b>Annual Surplus or (Deficit):</b>	(5,656.00)	3,850.00
<b>Accumulated Surplus or (Deficit):</b>	56,642.00	60,492.00

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

**Last Complete Year:**

Small deficit due to delayed and decreased funding from The United Way of the Lower Mainland.

**Current Year:**

Small surplus to offset deficit from previous year

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

Solid financial management ensures a reserve fund to deal with emerging maintenance and equipment needs and any short fall in funding revenues.

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

Year	Amount	Grant Program
2013	\$24,000	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$24,480

**Recommendation:**

Same level as last year with CoL increase for preventative services and support programs for families with children birth to 12 years.

**Staff Comments /**

**Conditions:**

None



**Grant Application Summary for 2014**  
**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:** Richmond Poverty Response/Richmond Rental Connect  
**Grant Purpose:** Community Service / Program / Event - Ongoing

<b>Start Date (if applicable):</b>	<b>End Date (if applicable):</b>
<b>Number To Be Served:</b> 200	
<b>Richmond Residents:</b> all	

**Grant Request Summary:**

Richmond Poverty Response Committee and Richmond Rental Connect Project

Richmond Poverty Response Committee has an objective to raise awareness and educate the community to the impacts of poverty and factors to help alleviate the effects of poverty. PRC has launched a project called "Richmond Rental Connect" that offers a free service that connects secondary suite landlords with tenants seeking affordable rental housing.

**Target groups**

Current affordable rental stock in Richmond is insufficient for peoples' needs. A typical Richmond two-bedroom apartment is \$1200 per month so a person needs to make \$48,000 per year to make it affordable (30% of income). The current rental crunch will be exacerbated between 2014 and 2019 as federal affordable housing funding is set to expire. Richmond Rental Connect assists low-income individuals and families (especially seniors, disabled, women and children) to find safe and affordable housing through a free matching service where landlords with secondary suites find suitable tenants and offer rents below-market. Both parties will take a mandatory workshop on building successful relationships (rights and responsibilities under the Residential Tenancy Act) before they can access the Registry. Both parties then possess the same information before entering into a tenancy agreement. Tenants become equal partners and their low-income does not make them targets for unscrupulous landlords. Landlords that apply want to contribute to the community and help where they can. Because the workshops, as well as the on-line registry, are free this acts as a recruitment tool for landlords that may not otherwise consider participating in the affordable rental market.

Community benefits

- Increase community understanding the characteristics and challenges of low income residents
- Increase access to affordable housing through the housing registry by helping individuals and families move out of poverty
- Promote an appropriate range of affordable rents to reduce the cost of living for low income households

Richmond Rental Connect Proposed Activities

On-going

Monitor and administer the access and postings to the site <http://www.richmondrentalconnect.ca>

Administer, monitor, evaluate and troubleshoot Rental-Connect website operations

Administer listings of accommodations and tenant needs and ensure up to date listings are also available.

Hold Bi-monthly workshops - Building Successful Tenant Landlord Relations

Develop and conduct follow up workshops on financial literacy, landlord mentoring and other topics identified by participants

Recruit volunteer professionals to facilitate workshops and recruit and train volunteers to assist in leafleting, workshop logistics and other tasks as they arise

Increasing participation in housing registry

Assist agencies and housing coordinators to access appropriate rental listings for clients

Work with Housing Coordinators in a range of Richmond agencies\* to ensure the registry balances the needs of tenants and landlords and the project becomes sustainable

Develop new partnerships for outreach to homeowners and landlords

Communications Strategy to inform and educate community members about poverty and affordable housing

Poverty Response Committee – [www.richmondprc.org](http://www.richmondprc.org)

Develop and implement a communications strategy that contributes to community dialogue to increase the understanding of the characteristics and challenges of low income residents and the dynamics of the affordable housing crunch

Strategies to include: Bi-annual newsletter, participation in community consultations, community events, awareness campaigns, presentations, media releases, use of social media, face book/twitter, etc.

Communications Strategy for Richmond Rental Connect

Develop and implement a communications strategy for increasing participation in housing registry by homeowners, landlords and tenants in the housing registry.

Strategy to include: Posters, leaflets, e-notices for promoting workshops, social media, print media, presentations, etc.

**Richmond Services Received by Your Organization:**

City of Richmond, Social Planning Departments, expertise of Affordable Housing Coordinator on affordable housing and relevant Richmond bylaws.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	9,071.00	27,902.35
<b>Total Expenses:</b>	19,149.00	11,831.35
<b>Annual Surplus or (Deficit):</b>	(10,078.00)	16,071.00



Accumulated Surplus or (Deficit): 0.00 0.00

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

**Last Complete Year:**

Richmond Poverty Response Committee operates on a project basis with project terms overlapping with financial year of Richmond Food Bank. In the 2012 audited statement there was a fund balance at beginning of year of 13,729 yielding a fund balance of 3,651.00 at year end.

**Current Year:**

Total expenses represent January to October 2013, current fiscal year. The surplus includes expenses yet to be paid for November and December, with the remainder representing projects funds to be carried over for used in 2014.

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

none

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

Year	Amount	Grant Program
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**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
<b>TOTAL</b>	<b><u>\$5,000.00</u></b>

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

Funder 1 Name	Vancity	Amount	\$7,500.00
Funder 2 Name	TD Canada Trust	Amount	\$5,000
Funder 3 Name		Amount	\$0.00

**Amount Your Society will Provide:**

**\$5,000.00**

**Total Proposed Budget:**

**\$22,500.00**

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$5,000

**Recommendation:**

Same level as last year, for the full amount requested, to raise awareness of causes and impacts of poverty/homelessness and to operate the rental connect project supporting tenants and landlords.

**Staff Comments /**

**Conditions:**

None



**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society: Richmond Food Security Society**

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

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

**Proposal Title: Building a Food Secure Richmond**

**Grant Purpose: Operating Assistance**

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 5000**

**Richmond Residents: 5000**

**Grant Request Summary:**

Proposed activities covered under this grant include operating expenses for administrative costs, printing, telephone, food supplies and consulting fees for workshops and other programs (e.g. Youth at Risk Community Kitchen, Good Food Access Program, Food skills and Gardening Workshops).

Target population includes: youth at risk, seniors, new immigrants, and low-income individuals and families.

Community benefits of the proposal include: that individuals, families, youth and children have better and consistent access to healthy foods. In addition, these populations also have greater control over the food through the ability to grow, process, and make healthy, informed food choices. Many of our programs have the additional benefit of reducing social isolation among seniors and youth while building stronger networks of peer support.

We work to provide services that enhance individual and community food security, to foster education and engagement around food issues, and to build capacity for local self-reliance.

**Richmond Services Received by Your Organization:**

Nova Rural Park. Printing of the Richmond Local Food Guide. Staff supports organizing events, workshops, and forums. Garden supports through soil and compost amendments.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	104,596.00	106,100.00
Total Expenses:	95,843.00	143,250.00
Annual Surplus or (Deficit):	8,753.00	(37,150.00)
Accumulated Surplus or (Deficit):	55,024.00	17,874.00

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

**Last Complete Year:**

Surplus dollars were internally restricted to the community garden program and externally restricted to the Richmond Food land asset Report and to the Richmond Incubator Farm Pilot Project.

**Current Year:**

Deficit occurred due to additional expenses allocated from the previous year for the Richmond Incubator Farm and for the Richmond Food Land Asset Report/land inventory study.

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

Accumulated surplus is intended for the Richmond Incubator Farm Program for the 2014 season Vancity Envirofund Grant deliverables.

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

Year	Amount	Grant Program
2013	\$4,080	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$10,000.00
Consultant Services	\$3,000.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$1,000.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$800.00
Program Materials	\$0.00

**Health, Social & Safety 2014**  
**Richmond Food Security Society**

**Over \$5000**

**Single Year  
Summary Page 3**

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Local Travel	\$200.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$15,000.00</u></b>

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

Funder 1 Name	Vancouver Coastal Health	\$37,400
Funder 2 Name	Vancouver City Savings Credit Union	\$30,000
Funder 3 Name		

<b>Amount Your Society will Provide:</b>	<b><u>\$15,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$45,000.00</u></b>

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

Increased level to assist with the Stir It Up Youth Kitchen and the Good Food Access Program.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society: Richmond Hospice Association**

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

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

**Proposal Title: Hospice Palliative Support Programs and Resources for Richmond residents**

**Grant Purpose: Operating Assistance**

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 200**

**Richmond Residents: 200**

**Grant Request Summary:**

Fund 2 part time staff positions at risk of being lost which are critical to the delivery of hospice palliative support in the city. Our services are available to all Richmond residents. These positions provide volunteer management, scheduling in all settings as well as support and recognition of volunteers, hospice palliative volunteer training programs (2 thirty hour programs annually). We provide the only training program for hospice palliative volunteers in Richmond. Also included are group facilitation of all of our group programs which are as follows 5, six week grief support groups annually, 3 ongoing monthly drop in groups, weekly walking and relaxation groups, community education and awareness programs at local community centres and our library program. All of our programs are free of charge in keeping with the mandate of the Canadian Hospice Palliative Care Association. Referrals are received from medical professionals, other social service agencies and by word of mouth. Last year our volunteers gave over 5000 hours to 600 Richmond residents.

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	84,262.00	90,000.00
<b>Total Expenses:</b>	85,369.00	90,660.00
<b>Annual Surplus or (Deficit):</b>	(1,107.00)	660.00
<b>Accumulated Surplus or (Deficit):</b>	(1,107.00)	(660.00)

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

**Last Complete Year:**

RHA is almost on target to have a balanced budget. Funding for programs is key to our success.

**Current Year:**

We have planned a balanced budget for this year. We are planning to bring our budget into line with our new social enterprise, the Hospice Flower Cart. This seasonal cart is a pilot project with the city of Richmond.

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

See above

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

Year	Amount	Grant Program
2013	\$7,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$16,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$1,500.00
Supplies	\$500.00
Equipment	\$0.00
Photocopying	\$500.00
Program Materials	\$500.00
Local Travel	\$0.00
Other	\$500.00

Snacks and refreshments for our programs

**TOTAL      \$20,000.00**

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

Funder 1 Name	BritishColumbia Gaming Commission	\$50,000
Funder 2 Name		
Funder 3 Name		

<b>Amount Your Society will Provide:</b>	<b><u>\$20,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$60,000.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**                      \$7,140

**Recommendation:** Same level as last year with CoL increase to assist with funding support workers for palliative care volunteers.

**Staff Comments /  
Conditions:** None





**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Mental Health Consumer and Friends Society  
**Grant Type:** \$5,000 or Less Multi Year - Year 2  
**Grant Request:** \$5,000 **Number To Be Served:** 200  
**Proposal Title:** Infra-Structure Building for Volunteer Program **Richmond Residents:** 190

**Grant Request Summary:**

The target group for the proposal is mental health consumers who are volunteers with our organization.

Our purpose is to encourage the group to move ahead in their lives by acquiring skills that may help them in daily living or in the workplace.

In order to facilitate this process we would like to hire, on a part time basis, and administrative support staff who is currently a volunteer.

**Changes that will impact grant use (if applicable):**

No changes.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	512,240.02	509,901.00
<b>Total Expenses:</b>	503,833.77	509,901.00
<b>Annual Surplus or (Deficit):</b>	8,406.25	0.00
<b>Accumulated Surplus or (Deficit):</b>	8,406.25	0.00

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

**Last Complete Year:**

Housing subsidy surplus.

**Current Year:**

Not allocated yet.

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

n/a

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$3,570	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$3,641

**Recommendation:** Same level as last year with CoL increase for operating expenses of the Volunteer Program, providing a supported employment opportunity.

**Staff Comments / Conditions:** None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Multicultural Community Services

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

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

**Number To Be Served: 6000**

**Proposal Title:** RMCS Capacity Building

**Richmond Residents: 5500**

**Grant Request Summary:**

The City grant will be used to subsidize administrative positions and support the core operating functions of RMCS maximizing organizational capacity and allowing us to: identify and meet the unique needs of the growing immigrants and refugee communities of Richmond, assist newcomers with their settlement and integration process; assist newcomers to become familiar with Canadian culture and become contributing members of the community; develop new cohesive programs and services in partnership with community organizations; develop strategies to assist the City of Richmond to become more welcoming and inclusive of newcomers; and, provide diversity and cross-cultural education and awareness. All these activities will work towards realizing the vision "For the City of Richmond to be the most appealing, livable, and well managed community in Canada."

**Changes that will impact grant use (if applicable):**

There are no changes that will impact grant use. All funds will be used towards administrative salaries and benefits.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,194,000.00	765,433.00
<b>Total Expenses:</b>	1,154,000.00	765,433.00
<b>Annual Surplus or (Deficit):</b>	40,000.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	106,855.00	160,855.00

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

**Last Complete Year:**

The 40,000 surplus is from our Employment Services Centre Contract. 15,890 is invested in capital assets and 28,656 in unrestricted funds.

**Current Year:**

We do not foresee a surplus this year.

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

Our funding model requires that we have cash reserves to cover a minimum of 3 months of service delivery costs. Currently, our monthly service delivery costs are approximately 120,000 per month.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$10,200	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$10,404

**Recommendation:** Same level as last year with CoL increase for operating expenses to support immigrant, refugee and welcoming community programs.

**Staff Comments / Conditions:** None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Society for Community Living

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

**Grant Request:** \$14,280

**Number To Be Served:** 1027

**Proposal Title:** Family resource Program

**Richmond Residents:** 1027

**Grant Request Summary:**

The RSCL Family Resource Program provides information, resources and support to families that face the extraordinary circumstances that come with having a loved one who has a developmental disability. 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 Family Resource Program provides assistance to families and individuals with a developmental disability during all of life's transitions, resulting in the improvement in the quality of life for the individuals and the improved well-being of the family unit.

The Family Resource Coordinator also supports adults living with developmental disabilities by coordinating a Self-Advocates group which meets regularly to offer an opportunity for individuals to socialize and to participate in workshops designed to improve life skills and sense of belonging. Topics include nutrition, safety in the community and online and other health-related topics. In Spring of 2012, the Family Resource Coordinator broadened this program to include a weekly Peer Social Group which provides the opportunity for young adults with autism spectrum disorder to ease the transition from high school by creating a social network in the community.

The Family Support Coordinator provides information about supports and services available locally and provincially; and aids families and individuals during significant transitions. The Family Support Program aims to assist families through periods of transition that are not limited to times of crisis. The program provides family-to-family networking, training and information sessions for family members and individuals with a developmental disability in the community, as well as opportunities for parents to share their experiences and important information with others.

Through the Family Resource Program, health care partners and other social service providers in Richmond are able to communicate with one person who can facilitate the connections for families with other specialized and generic services and supports. This creates efficiency in the referral process between organizations and consistency for

families who require multiple forms of support. In addition, the Family Resource Program promotes the partnership of other like-minded organizations through a series of workshops which provide information on a range of disability-related topics.

**Changes that will impact grant use (if applicable):**

There are no significant changes anticipated for the Family Resource Program that will impact grant use.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	10,423,706.00	10,569,891.44
<b>Total Expenses:</b>	10,321,899.00	10,514,345.18
<b>Annual Surplus or (Deficit):</b>	101,807.00	55,546.26
<b>Accumulated Surplus or (Deficit):</b>	132,807.00	188,353.56

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

**Last Complete Year:**

Surplus is being held in reserve in anticipation of capital expenses including van replacement and equipment and supplies purchased in support of a new adult day program site.

**Current Year:**

Accumulated surplus is being held in reserve in anticipation of 3% salary increases for union staff resulting from recent collective bargaining.

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

Accumulated surplus is being held in reserve in anticipation of the above expenses.

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

Year	Amount	Grant Program
2013	\$5,892.4899 ○○○○○○○○○	Child Care Capital
2013	\$5,000	Professional and Program Development
2013	\$14,280	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$14,280

**Recommendation:**

Same level as last year, for the full amount requested, to support the Family Resource Program to support families of those with developmental disabilities.
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**Staff Comments /  
Conditions:**

None
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**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Women's Resource Centre  
**Grant Type:** Over \$5000 Multi Year - Year 2  
**Grant Request:** \$53,000  
**Proposal Title:** City Grant for Richmond Women's Resource Center

**Number To Be Served: 6141  
Richmond Residents: 6141**

**Grant Request Summary:**

The RWRC is the only women's centre in Richmond. Our mission statement is: "To provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential." We provide support and programs that empower women.

Our primary role is to enable women to obtain assistance they need, which increases their well-being and the well-being of their families. Many women we help come back to volunteer and help other women, thus giving back to the community.

The RWRC acts as an advocate speaking out on issues that affect women disproportionately, such as violence, poverty, child care, affordable housing and access to legal services.

**Changes that will impact grant use (if applicable):**

There has been no change from Year 1.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	236,726.00	167,150.00
<b>Total Expenses:</b>	242,429.00	167,150.00
<b>Annual Surplus or (Deficit):</b>	(5,703.00)	0.00
<b>Accumulated Surplus or (Deficit):</b>	26,478.00	0.00

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

**Last Complete Year:**

The center was opened for additional hours for year 2013.

**Current Year:**



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

We have received additional funding from other sources during year 2011 and thus was accumulated.
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$15,300	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$15,606

**Recommendation:** Same level as last year, with CoL increase to support women's programs and services including skills training and support groups.

**Staff Comments / Conditions:** None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** Richmond Youth Service Agency

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

**Grant Request:** \$12,500

**Number To Be Served: 1635  
Richmond Residents: 1635**

**Proposal Title:** Richmond Youth Centre Programs and Activities

**Grant Request Summary:**

The grant will be used to support a portion of the Richmond Youth Centre (RYC) Youth Activities Worker position that will operate the centre, organize activities, and work towards the recreational, inter-generational, learning, leadership and volunteer goals and activities of the centre. The benefits of this grant will include increased positive out of school activities, opportunities for social learning for children and youth, increased recreational opportunities, promotion of health and wellness for kids involved, opportunities for skill development for youth, support for career and life exploration, increased community connection, increased awareness for youth about social issues and supporting success for children and youth at school. In addition the grant will support volunteer driven activities by youth that impact their community at large. This will include the development of volunteer tutors, community improvement activities, a community based online magazine for youth, home work clubs and various community events including a Youth Forum which will engage and inform community members about the services, supports, opportunities for youth and families in Richmond.

**Changes that will impact grant use (if applicable):**

No significant changes have been made regarding the use or impact of this grant. There have been some minor activity changes, for example instead of a Community and Career Fair which happened in year 1, we held a Youth Forum in year 2 and due to its success will be doing this again in Year 3. Another new activity is a Breakfast Program that we are running in partnership with Blundell Elementary, which is another opportunity for youth volunteering and leadership.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,378,103.00	1,288,458.00
<b>Total Expenses:</b>	1,378,103.00	1,288,458.00
<b>Annual Surplus or (Deficit):</b>	0.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	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)**

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$12,500	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$12,500

**Recommendation:**

Same level as last year, for the full amount requested, to support the Richmond Youth Centre Activities Worker position.

**Staff Comments /**

**Conditions:**

None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** The Chinese Mental Wellness Association of Canada

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

**Grant Request:** \$38,924

**Number To Be Served: 9500  
Richmond Residents: 9500**

**Proposal Title:** 2014 Promotion of Community Mental Wellness

**Grant Request Summary:**

Maintain funding toward support activities that promote psycho-social recovery and health promotion services. Monthly mental health education presentations, karaoke, dancing, tea groups, support groups, field trips, festival events, outreach support. English conversation class, knitting, mental health information events, choir, emotional support and networking, individual and family counselling in Mandarin & Cantonese, workplace skills training for family member volunteers and seniors impacted by mental issues. Target groups include the residents of Richmond and Chinese/English speaking individuals seeking help, information or support services for mental issues and referrals. The community benefit of CMWAC participants is huge, Individuals affected by depression can attend a 2 -3 week recovery workshop with Cognitive Behavior Treatment based healing strategies. Group/individual counselling offered by professional counselling team. CMWAC operating and service delivery supplement will benefit the Richmond residents while maximizing program benefits in assisting with overhead costs, promoting cost sharing with partner organizations, i.e. Richmond Library, Multicultural Helping House, Mood Disorders Asso. of BC, CMHA in Richmond, Richmond Chinese, Community Society, Richmond Women Resources Centre and Lions Clubs and Alliances of amateur opera and karaoke singers. It also assists in maintaining our active volunteer programs for individuals and family members with mental health issues while training interested volunteers in the field.

**Changes that will impact grant use (if applicable):**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	93,662.00	119,084.00
<b>Total Expenses:</b>	84,670.00	114,560.00
<b>Annual Surplus or (Deficit):</b>	8,992.00	4,524.00
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

Unrestricted operating fund and operating cashflow carry forward.

**Current Year:**

Operating cashflow carry forward.

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

n/a

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$8,874	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$9,051

**Recommendation:** Same level as last year with CoL increase to support operating expenses for mental wellness social activities and referrals to other community services.

**Staff Comments / Conditions:** None



**Multi-Year Grant Application for 2014  
Health, Social & Safety Program**

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

**Society:** The Heart of Richmond AIDS Society  
**Grant Type:** Over \$5000 Multi Year - Year 2  
**Grant Request:** \$16,000  
**Proposal Title:** Office and Administrative Operations  
**Number To Be Served:** 1900  
**Richmond Residents:** 1870

**Grant Request Summary:**

The office is the base for our operations and provides specific services to persons with HIV/AIDS, their friends, families and caregivers. These include: a group meeting place; location for individual guidance and advice; free computer facilities; information centre; distribution point for food and food vouchers; planning centre for our HIV 101 Education and Prevention Program which is presented annually to over 1,500 students in all Richmond high schools. This funding will cover some of the costs of this facility and the staff who manage it. The direct benefits are better, healthier lives for those living with HIV/AIDS, reducing the impact on health and community services. The indirect benefits of Education and Prevention are the avoidance of infection with HIV/AIDS along with the huge associated life changes and increased healthcare costs.

**Changes that will impact grant use (if applicable):**

Year 1 was successful, the client numbers increased. Services were maintained despite a number of difficulties, particularly the very serious illness suffered by our Outreach Worker. A combination of temporary staff and volunteers helped us through this period. Some of our equipment, particularly computer and associated items some of which were used/donated initially, are in need of replacement or upgrade. We have asked for an increase in funding to enable this to happen and to increase the functionality and efficiency of this facility..

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	143,373.42	164,000.00
<b>Total Expenses:</b>	142,845.42	164,000.00
<b>Annual Surplus or (Deficit):</b>	528.00	0.00
<b>Accumulated Surplus or (Deficit):</b>	7,545.22	7,545.22

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

**Last Complete Year:**

The accumulated surplus over the past 17 years has been minimal.

**Current Year:**

No surplus or deficit is anticipated in the current year so that no change in the accumulated surplus is anticipated.

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

NA

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$10,200	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$10,404

**Recommendation:**      Same level as last year with CoL increase for operating expenses to support programs for those with HIV/AIDS and their families, as well as education/prevention services.

**Staff Comments / Conditions:**      None



**Grant Application for 2014  
Health, Social & Safety Program**

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

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

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

**Grant Request: \$20,863**

**Proposal Title: St. Alban's Extreme Weather Shelter, Drop In Centre, & Community Meal**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 700**

**Richmond Residents: 665**

**Grant Request Summary:**

1. Extreme Weather Shelter - the only shelter in Richmond offering shelter and meals to the city's neediest women, children and men. Our mandate is to save lives, by opening on the coldest night of the year, but we offer more: dignity, companionship and service referrals. Over the years, we have helped several of our shelter guests secure jobs, get into rehabilitation programs, find housing, and reconnect with families. This not only helps the individuals, but it helps our community by reducing the number of people on the streets and reducing crime associated with homelessness.

2. Drop-In Centre - This initiative commenced in October 2012 and is open weekdays. This drop-in centre was identified as one of the top priorities for the City of Richmond by the Richmond Homelessness Coalition. The drop-in centre targets the poor, the marginalized and the isolated individuals in our city, including new Canadians (a large population in Richmond), people with mental health issues and those who are underemployed or unemployed. They may be some of the people who attend the St. Alban community meal each week, the close to 100 homeless individuals identified by the RCMP and local service providers, the 500 families fed by the Richmond Food Bank each week or the 36 people who were given shelter at the Extreme Weather Shelter last year. The purpose is to provide our guests with a place where they can be supported, re-engage with the community and be directed to counselling, health care information and employment services. Our aim is to help them become better equipped to sustain relationships and become more aware of community resources. In addition, our goal is to reduce the number of homeless people and those at-risk-of homelessness in our community as well as provide gainful employment for those currently unemployed or underemployed.



3. Community Meal - We serve a hot, nourishing meal to 140 - 175 people every Tuesday from September to June. We served 7,268 meals to men, women, children including seniors, families, new immigrants, the isolated and the poor. We also offer volunteer services.

**Richmond Services Received by Your Organization:**

The City has agreed to install a shower for use by the clients of the Shelter.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	147,501.00	158,275.00
Total Expenses:	231,440.00	240,335.00
Annual Surplus or (Deficit):	(83,938.00)	(82,060.00)
Accumulated Surplus or (Deficit):	0.00	0.00

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

**Last Complete Year:**

An increase in expenses along with a decrease in donations.

**Current Year:**

An increase in expenses along with a decrease in donations.

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

An increase in expenses along with a decrease in donations.

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

Year	Amount	Grant Program
2013	\$9,000	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$10,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$8,000.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00

Other		\$2,862.00
	<input type="text" value="Food"/>	
	<b>TOTAL</b>	<b><u>\$20,862.00</u></b>

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

Funder 1 Name	BC Housing	\$19,825
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<b><u>\$20,863.00</u></b>
Total Proposed Budget:	<b><u>\$62,589.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$10,000

**Recommendation:**

**Staff Comments / Conditions:**



**Grant Application Summary for 2014  
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:** \$4,000  
**Proposal Title:** Street Smarts  
**Grant Purpose:** Community Service / Program / Event - Ongoing

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

**Number To Be Served:** 40  
**Richmond Residents:** All

**Grant Request Summary:**

A community based program for at-risk-youth called "Street Smarts" was established in the community of Richmond in 2008 in response to a growing concern for street level gang violence amongst youth in the community. Many of the youth connected to Street Smarts have self-identified as having direct or peripheral involvement with street gangs. The aim of the program is to support youth to deconstruct the gang lifestyle and to offer support in transitioning from a "gang" oriented image and lifestyle to a self-image that is a reflection of their vision and higher goals that they have for themselves. The Street Smarts group runs twice a year, once in the fall/winter and once in the fall/spring. It also has a summer recreation component that provides recreational opportunities to troubled youth during the summer helping to keep them busy as well as connecting them to community.

**Richmond Services Received by Your Organization:**

None

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	2,943,309.00	2,722,775.00
<b>Total Expenses:</b>	2,930,085.00	2,861,242.00
<b>Annual Surplus or (Deficit):</b>	13,224.00	(138,467.00)
<b>Accumulated Surplus or (Deficit):</b>	602,988.00	454,421.00

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

**Last Complete Year:**

MCFD made a one time only lump sum payment to cover back operating deficits.

**Current Year:**

MCFD has been unable to annualize the operating deficits into current contract

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

Endowment Funds and Real estate disposal.

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

Year	Amount	Grant Program
2013	\$4,000	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	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	\$2,000.00
<div style="border: 1px solid black; padding: 2px; display: inline-block;">                     Bus tickets for youth, food, and recreation.                 </div>	
<b>TOTAL</b>	<b><u>\$4,000.00</u></b>

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

<b>Funder 1 Name</b> Ministry of Justice - Civil Forfeiture	<b>Amount</b>	<b>\$70,000.00</b>
<b>Funder 2 Name</b> Service Canada	<b>Amount</b>	<b>\$2,300.00</b>
<b>Funder 3 Name</b> Coast Capitol	<b>Amount</b>	<b>\$15,000.00</b>

<b>Amount Your Society will Provide:</b>	<b><u>\$4,000.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$95,300.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$4,000

**Recommendation:**

Same level as last year, for the full amount requested, to support the Street Smarts program for at-risk-youth.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2014  
Health, Social & Safety Program**

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

**Society: Turning Point Recovery Society**

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

**Grant Request: \$12,500**

**Proposal Title: Domestic Violence Substance Abuse (DVSA) Program**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 150**

**Richmond Residents: 75**

**Grant Request Summary:**

Turning Point Recovery Society is proposing to continue the delivery of our innovative Domestic Violence Substance Abuse (DVSA) counselling program to individuals in our residential addictions recovery programs in Richmond who have experienced trauma, domestic abuse and addiction. Turning Point will continue to partner with non-profit organizations in Richmond that specialize in the provision of domestic violence and family counselling services including Family Services of Greater Vancouver, Richmond Addiction Services, Touchstone Family Association, Vancouver Coastal Health Authority-Richmond Transitions Program, and Chimo Community Services.

The DVSA program addresses one of the biggest obstacles (unresolved trauma) for longer term recovery. Services offered will assist our clients in increasing personal capacity by improving their coping skills and overall functioning. The program will provide individual and group counselling services including interventions for victims and offenders of abuse (where indicated) with a focus on how substance abuse, trauma and anger affects behaviour and impacts the family. Turning Point's DVSA program meets the priorities of the Council Term Goals of Community Wellness, Community Safety and Community Social Services

Approximately 100-150 individuals will receive services through this grant and will acquire skills to aid in reducing recidivism and maintaining abstinence. Requested funds will help to provide approximately 50 counselling groups per site and 25 individual counselling sessions during the fiscal year. Although Turning Point provides the DVSA program at all of our sites, funds requested in this proposal are for the Richmond sites only.

The DVSA program enhances treatment outcomes and reduces recidivism by providing clients with skills and education to assist them in living violence free and safe in recovery. By helping to eradicate familial abuse the DVSA program reduces the burden on the criminal justice system, policing, and health and social services - goals that are aligned with the City's recently released Social Development Strategy Strategic Direction 9: "To

Facilitate Strong and Safe Neighbourhoods” through Action 52 by collaborating with local police and community partners to promote Richmond as a safe and livable community.

Community benefits of Turning Point’s addiction programs include lower social and economic costs of addiction through reduced policing, corrections and social services costs; reduced emergency room visits; reduced hospital bed use and length of stay; and improved health outcomes for individuals, families and communities.

Turning Point will continue to work with our service partners through the RCSAC and the Richmond Family Violence Prevention Network to raise the profile of domestic violence in our community in an effort to break down the barriers that are often connected to spousal or familial abuse. The DVSA program is not offered elsewhere in Richmond or the Lower Mainland at this time.

**Richmond Services Received by Your Organization:**

Turning Point currently leases a home from the City of Richmond located at 10191 No. 2 Road for the purposes of operating our Richmond Women's Support Recovery program. We have recently been granted a 50% reduction in rent and an extension of our lease for up to 2 years.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	1,089,844.00	1,189,695.00
<b>Total Expenses:</b>	1,158,430.00	1,229,695.00
<b>Annual Surplus or (Deficit):</b>	(68,586.00)	(40,000.00)
<b>Accumulated Surplus or (Deficit):</b>	0.00	0.00

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

**Last Complete Year:**

We completed significant repairs to our Vancouver sites last year that we chose not to amortize. We also received funds to support our operations just prior to the end of the fiscal year that we chose to defer resulting in the deficit as indicated by our audit - attached.

**Current Year:**

At the time we projected our FY 2013-14 budget we anticipated a 40,000 deficit; however 7 months into our fiscal year as the result of significant fundraising efforts, we are currently forecasting ending the year with neither a deficit or surplus.

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

Turning Point does not carry accumulated deficits or surpluses year to year.

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

Year	Amount	Grant Program
2013	\$5,750	Health, Social & Safety

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$3,500.00
Consultant Services	\$4,800.00
Volunteer Support (e.g. expenses, recognition)	\$700.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$500.00
Supplies	\$700.00
Equipment	\$1,000.00
Photocopying	\$350.00
Program Materials	\$950.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$12,500.00</u></b>

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

Funder 1 Name	Vancouver Coastal Health - Richmond	\$10,000
Funder 2 Name	Face the World Foundation	\$15,000
Funder 3 Name	Richmond Community Foundation	\$5,000

<b>Amount Your Society will Provide:</b>	<b><u>\$12,500.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$37,500.00</u></b>

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$5,865

**Recommendation:** Same level as last year with CoL to support the Domestic Violence Substance Abuse Program for residents of mens' and womens' facilities.

**Staff Comments / Conditions:** None







**Multi-Year Grant Application for 2014  
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 3  
**Grant Request:** \$40,000  
**Number To Be Served:** Entire community  
**Richmond Residents:** Entire community  
**Proposal Title:** Volunteer Richmond Information Services Society Core Funding

**Grant Request Summary:**

Volunteer Richmond Information Services (VRIS) is a non-profit charitable society that has been operating in Richmond since 1972.

For over 40 years, Volunteer Richmond Information Services has been a leader in Richmond, "bringing people and services together through community information and volunteerism." VRIS contributes to an enhanced quality of life by: (1) Promoting the spirit of volunteerism in the community and coordinating the recruitment of volunteers, (2) Providing information and referral services to connect people with community services, and (3) Planning and implementing specific programs to meet identified needs in a changing community.

We are requesting the City of Richmond grant to support operating expenses and staff costs. The grant will support program development, enhancement and instruction expenses involved with running the community Volunteer Centre and Information Services, and the administrative service costs essential to our organization's charitable work.

The result of this support is our ability to continue, enhance and maximize the quality and delivery of programs and services to the Richmond community, and to non-profit organizations in the form of volunteer recruitment and referral, training programs and resource materials. It allows us to build community capacity by promoting volunteerism and providing the community at large with information about available resources, thus connecting people with community services through quality information and referral programs.

Services are available at our office in the Caring Place, by phone, on-line, through our

ambassadors at Richmond Centre Mall and community events, and through our training and workshops.

**Changes that will impact grant use (if applicable):**

There are no changes to the use of the grant from our Year 1 application.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,125,039.00	1,337,683.00
Total Expenses:	1,115,418.00	1,337,683.00
Annual Surplus or (Deficit):	9,621.00	0.00
Accumulated Surplus or (Deficit):	54,834.00	54,834.00

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

**Last Complete Year:**

Higher earned revenue than anticipated.

**Current Year:**

None planned.

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

A surplus is desirable for stability, as funding and revenue are uncertain, as is the timing of their arrival.

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

Year	Amount	Grant Program
2013	\$10,000	Professional and Program Development
2013	\$37,230	Health, Social & Safety

**GRANT RECOMMENDATIONS**

**Recommended**

**Amount:** \$37,975

**Recommendation:**

Same level as last year with CoL increase to support volunteer, charitable and information programs.

**Staff Comments /  
Conditions:**

None



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Cathryn Volkering Carlile  
 General Manager, Community Services  
**Re:** 2014 Child Care Capital Grants

**Date:** January 13, 2014  
**File:** 99-Community  
 Services/2013-Vol 01

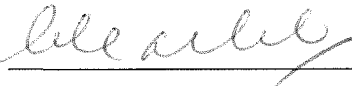
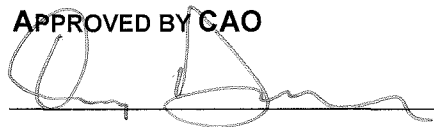
### Staff Recommendation

That, as outlined in this report from the General Manager of Community Services, dated January 13, 2014, the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$26,869.



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

Att. 2

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

## Staff Report

### Origin

The purpose of this report is to recommend the expenditure of \$26,869.00 for Child Care Grants.

The report supports the following Council Term Goal:

*2. Community Social Services*

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

### Findings of Fact

The City has established two Child Care Reserve Funds:

- The Child Care Development Reserve Fund, established in 1994 for capital expenses including providing grants to non-profit societies for capital purchases and improvements, such as equipment, furnishings, renovations and playground development, and;
- The Child Care Operating Reserve Fund, established in April 2012 to assist with non-capital expenses including grants to non-profit societies to support child care professional and program development within the City of Richmond.

Council had previously approved the expenditure of \$50,000 from the Child Care Development Reserve Fund for Capital Grants in the 2014 Capital Budget. However, insufficient funding has accumulated in the Child Care Operating Reserve Fund to enable professional and program development grants to be offered in 2014. As a result, only the Child Care Capital Grants were made available for the 2014 Child Care Grants program.

In October 2013, a call for applications was posted on the City Page and City Website. A notice about the grants availability was also sent to the Richmond Child Care Resource and Referral Centre, and Vancouver Coastal Health Child Care Licensing for sharing with their child care operator contacts. The deadline for submissions was November 22, 2013. A total of five applications were submitted through the City's new online web based grant application system (Attachment 1).

### Analysis

A Child Care Grants subcommittee was convened by the Child Care Development Advisory Committee (CCDAC) to review the applications and supporting materials. The subcommittee met and discussed applications from the following organizations:

- Developmental Disabilities Association;

- Richmond Society for Community Living;
- Richmond Society of Children's Centres; and
- Thompson Community Centre Association

The proposed capital grant projects included: installing a security system for a front entrance, constructing a sandbox shelter, replacing a dishwasher, and purchasing furniture and play equipment.

The subcommittee recommended grants be allocated for amounts based on the applicants' requests. Staff supports the recommendations and rationale for funding as proposed by CCDAC (Attachment 2).

### **Financial Impact**

The expenditure of \$26,869 is approved from within the existing 2014 Child Care Capital Projects which are funded from the Child Care Development Reserve.

### **Conclusion**

Staff recommends CCDAC's proposed expenditure of \$26,869 for 2014 Child Care Capital Grants. Funding is available from the 2014 Capital Budget to support these grants which will enhance the provision of quality, affordable and accessible child care throughout Richmond.



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

CEC:cec

## ATTACHMENT 1

**2014 Child Care Capital Grants**

<b>Applicant</b>	<b>Program</b>	<b>Purpose</b>	<b>Request</b>	<b>Recommendation</b>
Developmental Disabilities Association (Riverside Child Development Centre)	25 licensed spaces Group Care 30 months – School age	Install a security system to provide controlled entry at the front door	\$4,201.00	\$4,201.00
Richmond Society for Community Living (Treehouse Early Learning Centre)	25 licensed spaces Group Care 30 months – School age	Install a sandbox shelter to provide all year round weather protection	\$2,161.00	\$2,161.00
Richmond Society for Community Living (Youth Connection Program)	17 licensed spaces Group Care School Age	Purchase new dishwasher	\$828.00	\$828.00
Society of Richmond Children's Centres (West Cambie Children's Centre)	18 licensed spaces Group Care Under 36 months 24 Group Care 30 months to School Age (+ 20 spaces of Preschool to be added on 2 <sup>nd</sup> level in 2014)	Purchase equipment and furnishings	\$9,639.00	\$9,639.00
The Thompson Community Centre Association (Rompers Preschool)	36 licensed spaces Preschool (+ 15 spaces to be provided in a new classroom in 2014)	Purchase tables, chairs and play equipment to enable preschool expansion	\$10,040.00	\$10,040.00
<b>TOTAL</b>			<b>\$26,869.00</b>	<b>\$26,869.00</b>



**2014 Child Care Capital Grants  
Child Care Development Advisory Committee's Recommended Allocations**

Background

The Child Care Development Advisory Committee (CCDAC) Grants Sub-Committee reviewed the applications received in response to the 2013 call for Child Care Capital Grant applications. There were five applications requesting a total amount of \$26,869.

Recommendations

There is \$50,000 allocated for capital requests for the 2014 Child Care Grants. The submitted applications all contained the required support materials. The CCDAC Grants Sub-Committee evaluated the applications based on the principle that the city's children would be at the centre of their decision making.

At this time, CCDAC recommends that the City of Richmond release a total of \$26,869 of the \$50,000 allotted for the Child Care Capital Grants Program to support the five grant applications.

**Capital Requests**

1. Developmental Disabilities Association - Riverside Child Development Centre

*Requested Funds:* \$4,201.00

*Grant Purpose:* To install a security system to provide controlled entry at the front door.

*Recommended Allocation:* \$4,201.00

*Rationale:* We have chosen to support this application as a secure and controlled entry is an important safety feature for a child care facility. Also, enhancing security for this City owned facility would be desirable. A security system to control the front door offers protection for the children and staff, and it reduces the opportunity for visitors to enter the facility unannounced. Another important consideration is it will help ensure children do not leave the centre unaccompanied by an adult.

2. Richmond Society for Community Living - Treehouse Early Learning Centre

*Requested Funds:* \$2,161.00

*Grant Purpose:* To install a sandbox shelter to provide all year round weather protection.

*Recommended Allocation:* \$2,161.00

*Rationale:* We have chosen to support this application because weather protection in outdoor play environments enhances children's use of the outdoors. This capital improvement will enhance a City owned child care facility. Taking the children into account, a sandbox shelter will offer protection from rain in the winter months and sun in the summer.

3. Richmond Society for Community Living -Youth Connection Program

*Requested Funds:* \$828.00

*Grant Purpose:* To Purchase a new dishwasher.

*Recommended Allocation:* \$828.00

*Rationale:* The current dishwasher for this licensed child care program serving children and young teens with developmental disabilities is not functioning properly. We support its replacement as this is an important health consideration.

4. Society of Richmond Children's Centres - West Cambie Children's Centre

*Requested Funds:* \$9,639.00

*Recommended Allocation:* \$9,639.00

*Grant Purpose:* To purchase equipment and furnishings for this new child care program.

*Rationale:* Creating a well furnished and equipped child care program is both a provincial licensing requirement and important in developing a welcoming environment for children. This is a relatively new child care service being delivered in a City owned facility. We support the application recognizing that outfitting an entire building in the first year of operation is costly.

5. The Thompson Community Centre Association - Rompers Preschool

*Requested Funds:* \$10,040

*Recommended Allocation:* \$10,040

*Grant Purpose:* To purchase tables, chairs and play equipment to enable a preschool expansion.

*Rationale:* We support the application recognizing that the preschool expansion at the Thompson Community Centre will require the purchase of equipment and furnishings in order to create a quality environment for the children.



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** January 15, 2014

**From:** Mike Redpath  
Senior Manager, Parks

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

Serena Lusk  
Senior Manager, Recreation and Sport Services

**Re:** 2014 Parks, Recreation and Community Events Grants

### Staff Recommendation

That:

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

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

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

Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Finance Division	<b>CONCURRENCE</b> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> <i>A. Smith for Cathy Curtille</i>
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> <i>MR</i>	<b>APPROVED BY CAO</b> <i>[Signature]</i>

## Staff Report

### Origin

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

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

Community Social Services:

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

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

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

### Findings of Fact

#### 1. 2014 Parks, Recreation and Community Events Grant Budget

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

#### 2. Notice Given and Applications Received

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

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

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

**3. Late Applications**

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

**4. New Applications**

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

**5. Application Review Process**

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

**Analysis**

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

Table 1: Number of applications, allocations and recommendations

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

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

## **Financial Impact**

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

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

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

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

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

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

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

### **1. Minor/Major Grant Requests**

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

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

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

## **2. Multi-Year Funding Request**

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

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

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

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

## **3. On-line Application System**

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

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

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

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

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

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

### **Conclusion**

The Parks, Recreation and Community Events Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. Staff recommend that 2014 Parks, Recreation and Community Events Grants be allocated as indicated (Attachment 1) for the benefit of Richmond residents.



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



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

\* New Applicant



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

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

**Society:** East Richmond Community Association

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

**Grant Request:** \$1,500

**Proposal Title:** Summer Fun Nights 2014

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

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

**Number To Be Served:** 850

**Richmond Residents:** 700

**Grant Request Summary:**

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

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

Program registration increased over what was projected.

**Current Year:**

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

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

For projects and community initiatives in progress

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

Year	Amount	Grant Program
2013	\$5,723.1999 ooooooooo	Child Care Capital
2013	\$1,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$1,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$200.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$610.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	4320.00

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

Entertainment = \$750

Promotions = \$535

Movie = \$2395

**TOTAL**      **\$6,630.00**

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

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

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

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

**GRANT RECOMMENDATIONS**

**Recommended**  
**Amount:**      \$500

**Recommendation:**

**Staff Comments /**  
**Conditions:**

None



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

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

**Society:** GULF OF GEORGIA CANNERY SOCIETY  
**Grant Type:** \$5,000 or Less Single Year  
**Grant Request:** \$3,500  
**Proposal Title:** Best Catch Sustainable Seafood Festival  
**Grant Purpose:** Community Service / Program / Event - One-time Activity  
**Start Date (if applicable):** September 19, 2014      **End Date (if applicable):** September 21, 2014  
**Number To Be Served:** 2500  
**Richmond Residents:** 1800

**Grant Request Summary:**

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

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

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

n/a

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

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

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

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

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

**PROPOSED CITY GRANT USE**

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

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

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

<b>Program Materials</b>	\$100.00
<b>Local Travel</b>	\$0.00
<b>Other</b>	\$3,300.00

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

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

Event signage - \$300

**TOTAL**      **\$3,500.00**

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

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

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

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

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$500

**Recommendation:**      To support the Best Catch Sustainable Seafood Festival

**Staff Comments / Conditions:**      None



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

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

**Society: Hamilton Community Association**

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

**Grant Request: \$1,500**

**Proposal Title: Hamilton Night Out**

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

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

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

**Number To Be Served: 500**

**Richmond Residents: 500**

**Grant Request Summary:**

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

Savings for future capital purchases.

**Current Year:**

Savings for future capital purchases.

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



Savings for future capital purchases.
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

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

**PROPOSED CITY GRANT USE**

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

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

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

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

**GRANT RECOMMENDATIONS**

Recommended Amount: \$500

Recommendation: 

To support Hamilton Night Out community event.
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Staff Comments /

Conditions:

None



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

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

**Society:** Kidsport - Richmond Chapter  
**Grant Type:** Over \$5000 Single Year  
**Grant Request:** \$15,000  
**Proposal Title:** KidSport™ Grant  
**Grant Purpose:** Community Service / Program / Event - Ongoing

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

**Number To Be Served:** 250  
**Richmond Residents:** 250

**Grant Request Summary:**

Social and economic obstacles can prevent some young people from participating in organized sport. Kidsport Richmond will help families in need overcome the financial barrier that may exist to ensure their children will be able to participate in a sport of their choice. Our funding criteria includes the following: - Children up to 18 years of age; - Application form must be completed reviewed and verified by an appropriate financial verifier who would be aware of the financial situation of the family in question; - Sport programs, the fees for which the applicant wishes to be subsidized, must be affiliated with Sport BC; - Up to \$250/applicant/year may be granted, can be applied only to registration fees during the season the sport is in session. Grants are paid directly to the local sport organization and not the family or child.

**Richmond Services Received by Your Organization:**

None

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

There is no surplus or deficit projected for 2013.

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

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

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$9,700	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

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

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

**TOTAL** **\$15,000.00**

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

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

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

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

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$10,500

**Recommendation:**

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

**Staff Comments /**

**Conditions:**

Continued exploration of additional partnerships.



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

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

**Society: Richmond Agricultural and Industrial Society**

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

**Grant Request: \$15,670**

**Proposal Title: Steveston Salmon Festival and Steveston Farmers & Artisans Market**

**Grant Purpose: Operating Assistance**

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 100000**

**Richmond Residents: 30000**

**Grant Request Summary:**

1. Steveston Farmers & Artisans Market: operating assistance for on-going activity; target all members of the community and surrounding municipalities; community benefit: local/regional tourism, promote sustainable, local agriculture and arts, healthy food choices, economic stimulation for area merchants, community gathering place, community partnerships.

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

Centre
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**Current Year:**

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre
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**Explanation for Accumulated Surplus or (Deficit):**

any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

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

**PROPOSED CITY GRANT USE**

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

\$1500 Security
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**TOTAL                    \$15,670.00**

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

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

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

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

To support the Salmon Festival and Farmer's and Artisan's Market.
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**Staff Comments /  
Conditions:**

None
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**Grant Application for 2014  
Parks, Recreation & Community Events Program**

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

**Society:** Richmond Chinese Community Society

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

**Grant Request:** \$33,900

**Proposal Title:** Office Operating Assistance

**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 6000

**Richmond Residents:** 5000

**Grant Request Summary:**

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

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$313,000.00	\$315,000.00
<b>Total Expenses:</b>	\$313,000.00	\$315,000.00
<b>Annual Surplus or (Deficit):</b>	\$313,000.00	\$315,000.00
<b>Accumulated Surplus or (Deficit):</b>	\$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
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**MOST RECENT PREVIOUS GRANT(S) (if applicable)**

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

**PROPOSED CITY GRANT USE**

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

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

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

<b>Amount Your Society will Provide:</b>	<b><u>\$222,400.00</u></b>
<b>Total Proposed Budget:</b>	<b><u>\$315,000.00</u></b>

**GRANT RECOMMENDATIONS**

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

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

**Staff Comments / Conditions:** None



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

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

**Society: Richmond City Centre Community Association**

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

**Grant Request: \$14,900**

**Proposal Title: Asset Development for Children in Central Richmond**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 390**

**Richmond Residents: 390**

**Grant Request Summary:**

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

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

**Richmond Services Received by Your Organization:**

N/A

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

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

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

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

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

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

**PROPOSED CITY GRANT USE**

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

Boys & Girls Club (\$1500)

**TOTAL      \$14,900.00**

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

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

**Amount Your Society will Provide:      \$14,900.00**

**Total Proposed Budget:**

**\$44,700.00**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:** \$10,500

**Recommendation:** To support asset development programming for children in central richmond.

**Staff Comments /  
Conditions:** Continued exploration of additional partnerships to support this program.



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

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

**Society: Richmond Fitness and Wellness Association**

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

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

**Proposal Title: Walk Richmond Outreach Program**

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 3000**

**Richmond Residents: 3000**

**Grant Request Summary:**

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

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

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

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

**Richmond Services Received by Your Organization:**

None
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**FINANCIAL INFORMATION**

**Your Society's Budget:**

	<u>Last Complete Year</u>	<u>Proposed Year</u>
<b>Total Revenue:</b>	\$10,891.43	\$17,070.11
<b>Total Expenses:</b>	\$18,144.52	\$19,571.33
<b>Annual Surplus or (Deficit):</b>	(\$7,253.09)	(\$2,501.22)
<b>Accumulated Surplus or (Deficit):</b>	\$0.00	\$0.00

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

**Last Complete Year:**

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

The RFWA does not offer any user pay services or programs and therefore has a limited ability to generate income and continuing to fund and grow the walk Richmond program as planned will deplete remaining funds if grant funding is not received.
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**Explanation for Accumulated Surplus or (Deficit):**

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

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

**PROPOSED CITY GRANT USE**

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

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

**Over \$5000**

**Single Year**  
**Summary Page 3**

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

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

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

**Amount Your Society will Provide:** **\$18,500.00**

**Total Proposed Budget:** **\$33,800.00**

**GRANT RECOMMENDATIONS**

**Recommended**  
**Amount:** \$8,000

**Recommendation:** To support the Walk Richmond Outreach Program.

**Staff Comments /**  
**Conditions:** That the Society continue to seek out partnerships and volunteers to offset costs for these programs.





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

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

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

**Grant Request Summary:**

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

**Changes that will impact grant use (if applicable):**

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

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

Normal fluctuations in revenue and spending.

**Current Year:**

None expected.

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

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

\$10,000.00 Restricted for 2014 exhibits.

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

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

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

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

**Staff Comments /  
Conditions:**



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

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

**Society: Richmond Nature Park Society**

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

**Grant Request: \$13,000**

**Proposal Title: Nature Playground Development- Richmond Nature Park**

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

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

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

**Number To Be Served: 75000**

**Richmond Residents: 45000**

**Grant Request Summary:**

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

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

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

N/A

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$1,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

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

Playground equipment:

"Ribbit The Frog" = \$3799

"Mushroom Steppers" = \$6468

Delivery (estimate) = \$2000

Sundry (estimate) = \$733

**TOTAL** **\$13,000.00**

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

Funder 1 Name

Funder 2 Name

Funder 3 Name

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

**Total Proposed Budget:** **\$13,000.00**

**GRANT RECOMMENDATIONS**

**Recommended**  
**Amount:** \$0

**Recommendation:**

No award as it is for ineligible expense.

**Staff Comments /**

**Conditions:**

None



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

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

**Society: Richmond Schoolyard Society**

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

**Grant Request: \$16,825**

**Proposal Title: Richmond Schoolyard Society**

**Grant Purpose: Operating Assistance**

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 1500**

**Richmond Residents: 1350**

**Grant Request Summary:**

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

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

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

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

Environmental goal:

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

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

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

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

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

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

**PROPOSED CITY GRANT USE**



**Parks, Recreation & Community Events 2014**  
**Richmond Schoolyard Society**

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

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

Overhead & Insurance
----------------------

**TOTAL**      **\$75,643.00**

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

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

**Amount Your Society will Provide:**      **\$20,000.00**

**Total Proposed Budget:**      **\$50,325.00**

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$6,000

**Recommendation:**

To provide operating assistance for nature-based healthy food programs to school-age children in Richmond.
--

**Staff Comments / Conditions:**

Continued work towards additional partnerships to support these programs.
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**Grant Application for 2014  
Parks, Recreation & Community Events Program**

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

**Society:** Sea Island Community Association

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

**Grant Request:** \$1,500

**Proposal Title:** Burkeville Daze Grant

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

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 3000

**Richmond Residents:** 3000

**Grant Request Summary:**

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

**Richmond Services Received by Your Organization:**

City facility upkeep  
  
City Staff  
  
Utilities

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

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

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

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

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

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

**PROPOSED CITY GRANT USE**

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

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

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

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

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$500

**Recommendation:**

To support Burkeville Daze.

**Staff Comments /  
Conditions:**

None



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

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

**Society: Steveston Community Society**

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

**Grant Request: \$35,187**

**Proposal Title: Steveston Community Centre**

**Grant Purpose: Operating Assistance**

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served: 30000**

**Richmond Residents: 30000**

**Grant Request Summary:**

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

**Richmond Services Received by Your Organization:**

facility; staff; equipment and supplies. value unknown.

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

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

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

future capital projects; capital asset replacements etc.

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$50,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

Personnel (Salaries and Benefits)	\$35,187.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00
<b>TOTAL</b>	<b><u>\$35,187.00</u></b>

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

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

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

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$0

**Recommendation:**

**Staff Comments / Conditions:**



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

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

**Society: Steveston Community Society - Richmond Summer Project**

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

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

**Proposal Title: Richmond Summer Project**

**Grant Request Summary:**

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

**Changes that will impact grant use (if applicable):**

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

N/A

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

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

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$50,000	Parks, Rec and Community Events

**GRANT RECOMMENDATIONS**

**Recommended Amount:**      \$40,000

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

**Staff Comments / Conditions:**      None





**Project Assistance Application for 2014**

**Arts & Culture Grants Program**

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

**Society:** Kehila Society of Richmond

**Project Name:** Jewish Film Festival

**Dates:** February 2013

**Project Summary:**

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

**Society Mission/Mandate:**

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

**Society History:**

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

**GRANT REQUEST**

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

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2013	\$500	Parks, Rec and Community Events

**FINANCIAL SUMMARY**

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

**Other Funders:**

**GRANT RECOMMENDATIONS**

**Recommended  
Amount:**

**Aggregate  
Score:**

**Recommendation:**



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

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

**Society:** The Sharing Farm Society  
**Grant Type:** Over \$5000 Single Year  
**Grant Request:** \$30,000  
**Proposal Title:** Continuing the Sharing  
**Grant Purpose:** Operating Assistance

**Start Date (if applicable):**

**End Date (if applicable):**

**Number To Be Served:** 2900

**Richmond Residents:** 2500

**Grant Request Summary:**

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

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

**Richmond Services Received by Your Organization:**

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

**Parks, Recreation & Community Events 2014**  
**The Sharing Farm Society**

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

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

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

**Last Complete Year:**

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

**Current Year:**

We anticipate no significant surplus or deficit this year.

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

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

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

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

**PROPOSED CITY GRANT USE**

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

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

**TOTAL      \$129,000.00**

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

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

**Parks, Recreation & Community Events 2014**  
**The Sharing Farm Society**

**Over \$5000**

**Single Year**  
**Summary Page 3**

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

**GRANT RECOMMENDATIONS**

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

**Recommendation:**

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

Continued exploration of additional partnerships.
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**Grant Application Summary for 2014  
Parks, Recreation & Community Events Program**

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

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

**Grant Request Summary:**

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

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

**Richmond Services Received by Your Organization:**

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

Thompson Community Association receives include:

Use of facility (Thompson Community Centre),

Registration Process,

Marketing Leisure guide,

Marketing with advertising for newspaper article,

Programming (City liaison),

Staff- on the TCA special events committee

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

**FINANCIAL INFORMATION**

**Your Society's Budget:**

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

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

**Last Complete Year:**

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

**Current Year:**

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

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

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

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

<b>Year</b>	<b>Amount</b>	<b>Grant Program</b>
2008	\$50,000	Parks, Rec and Community Events

**PROPOSED CITY GRANT USE**

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

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

**TOTAL** **\$4,515.00**

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

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

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

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

**GRANT RECOMMENDATIONS**

**Recommended Amount:** \$500

**Recommendation:**

To support the fall Lantern Festival.
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**Staff Comments / Conditions:**

None
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# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** January 20, 2014

**From:** John Irving, P. Eng, MPA  
Director, Engineering

**File:** 10-6125-30-001/Vol 01

**Re:** Trans Mountain Pipeline Project NEB Review Update

### Staff Recommendations

That the attached staff report "Trans Mountain Pipeline Project NEB Review Update" from the Director, Engineering, providing details on the Kinder Morgan-led pipeline expansion project and National Energy Board review process, be received for information.

John Irving, P.Eng. MPA  
Director, Engineering

(604-276-4140)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Emergency Programs	<input checked="" type="checkbox"/>	
Richmond Fire-Rescue	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

## Staff Report

### Origin

Kinder Morgan is proposing to expand the Trans Mountain Pipeline system, including twinning the existing pipeline, enlarging the Westridge Marine Terminal, and expanding the storage capacity on Burnaby Mountain, to facilitate a tripling of capacity to move refined products and crude oil, primarily for export. On January 15, 2014, the National Energy Board (NEB) provided an update on project status and began receiving applications for persons or groups interested in participating in the Public Hearing phase of the NEB review.

In a memo dated July 15, 2013, Staff provided an update to Council relating to the Trans Mountain Expansion (TME) project and how it relates to other projects undergoing review (at that time, the Fraser Surrey Docks coal terminal project). This informational memo provides an update on the TME project review process.

### Background

On December 16, 2013, Kinder Morgan filed a *Facilities Application* with the NEB for the Trans Mountain Expansion (TME) project. Kinder Morgan is proposing to expand the current Trans Mountain pipeline from Alberta to their terminal in Burnaby, BC. If approved, the expansion would twin the existing pipeline, and would increase the nominal capacity of the system from 300,000 barrels per day to 890,000 barrels per day. Attachment 1 shows the proposed alignment of the project in relation to other regional projects undergoing major environmental reviews.

The pipeline currently carries both refined products (gasoline, diesel, jet fuel) for the Greater Vancouver market and refined products and synthetic crude oils for export through the Westridge Marine Terminal on Burrard Inlet in Burnaby. The pipeline expansion will increase capacity, and add the ability to carry heavier crude oils (such as diluted bitumen, "dilbit") for export through an expanded Westridge terminal. This would see operations at the terminal increase from the current 5 tankers per month to at least 34 Panamax- to Afrimax-sized tankers per month.

The TME project will require a *Certificate of Public Convenience and Necessity* (CPCN), pursuant to Section 52 of the *National Energy Board Act*, which must include an Environmental and Socio-Economic Impact Assessment (ESA), and a Public Hearing. The December 16 filing by Kinder Morgan included the application for a CPCN, an ESA, preliminary risk assessment, and an overview of Aboriginal and stakeholder engagement activities. The filing also addressed the information required under section 19(1) of the *Canadian Environmental Assessment Act, 2012* (CEAA2012). Further, Kinder Morgan is participating in Transport Canada's voluntary *Technical Review Process of Marine Terminal Systems and Transshipment Sites* (TERMPOL) to address the increase in marine traffic required to support the Project. This review process is led by a committee of federal agencies, and is tasked with measuring the navigational risks associated with the location and operation of the marine terminals for large oil tankers, with the intent of mitigating risks to the environment related to accidents or malfunctions in Canadian waters.

The NEB review process will take approximately 18 months to complete from filing, with Public Hearings anticipated for third or fourth quarter of 2014.

The entirety of the TME project is located outside of Richmond, and is not directly related to the existing Vancouver International Airport jet fuel supply pipeline also operated by Kinder Morgan. The TME, as proposed, would pass through the Fraser Valley and cross the Fraser River well upstream of Richmond, connecting to existing storage and distribution terminals on Burnaby Mountain and Burrard Inlet.

### Current Status

On January 15, 2014, the NEB provided an update on the TME project status, and began receiving applications for persons or groups interested in participating in the Public Hearing phase of the review. The opportunity to apply to be a Participant ends on February 12, 2014.

According to *Section 55.2* of the *NEB Act* (amended in 2012), the ability to participate in the hearings is limited to “*person(s) who, in the Board’s opinion, [are] directly affected by the granting or refusing of the application, and... any person who... has relevant information or expertise.*” The NEB clearly states that Participation in the process is limited to persons with “*a specific and detailed interest, rather than a general public interest*”<sup>1</sup>. The NEB will also decide if an applicant may participate based on whether their concern or evidence relates directly to one or more of the 12 points they have set out as the scope of the review. Those 12 points are listed on Attachment 2.

Individuals and groups may participate in the process through one of the following ways:

- **Intervenor:** Intervenor status provides individuals or groups the opportunity to actively participate in the hearings. An Intervenor has the right to receive all documents filed during the hearing process, present written evidence during the hearing, question others on their written evidence, cross-examine other witnesses at the oral portion of the hearing, and give final a argument. An Intervenor may also be questioned on any evidence that they present.
- **Commenter:** A Letter of Comment allows the sharing of views with the Board, but will not be considered sworn evidence and will not be subject to questioning. Although Letters of Comment become public documents once they have been submitted and are able to be viewed on the public registry, they may not be given the same weight as sworn evidence that has been tested through questioning in a hearing. Commenters must apply to be a participant for a letter to be accepted, and Commenters do not have the opportunity to question the proponent or of other participants’ evidence, nor are they permitted a final argument.

Some local municipal governments (e.g. the City of Vancouver), have declared their intent to participate in the hearings by seeking Intervenor status, while others (e.g. the District of West Vancouver) have indicated they will not seek Intervenor status at this time. Some Lower Mainland municipalities (City of Vancouver, City of Burnaby, District of West Vancouver) have passed motions opposing or expressing concerns regarding the TME project. Metro Vancouver has also indicated its intent to apply for Intervenor status, and will be reporting on potential

---

<sup>1</sup> National Energy Board website, retrieved January 17, 2014  
<http://www.neb-one.gc.ca/clf-nsi/rthnb/pblcprtctpn/pblchrng/pblchrng-eng.html>

impacts to marine life, air quality, land use, and the local economy. Therefore, municipalities may provide comments through the Metro Vancouver staff advisory committees.

### **Analysis**

The project's footprint is well outside of Richmond. The project is one of several large regional projects either just completing (VAFD project), undergoing (FSD coal Port), or soon to enter (Massey Tunnel Replacement project) environmental assessments of some type, and the City has raised concerns related to the cumulative impacts of these projects.

Metro Vancouver and some municipalities around the Burrard Inlet have demonstrated that they will apply for Intervenor status in the NEB review, and works do not directly impact Richmond. Staff can participate and comment through Metro Vancouver should major concerns for the City of Richmond arise. Given the size of the application, it will be likely that significant time for attendance at the hearings would be required.

However, as opportunities to provide input to the process are limited to those who apply as an Intervenor or Commenter, staff will complete an application for the latter before the February 12, 2014 deadline, in anticipation that one or more Letters of Comment will be sent to the NEB review committee on behalf of the City. Along with reiterating the aforementioned City concerns, this may also provide an opportunity to advocate to senior levels of government for the implementation of the numerous recommendations arising from recent marine spill response studies.


### **Financial Impact**

None.

### **Conclusions**

The project's footprint is well outside of Richmond, however some risks related to the project may impact Richmond's marine and estuarine foreshores. As opportunities to provide input to the process are limited to those who apply as a Participant prior to the deadline, Staff will complete an application in anticipation that one or more Letters of Comment will be sent to the NEB review committee on behalf of the City.

Staff will monitor the project and provide updates to Council as it proceeds.



Peter Russell  
Senior Manager, Sustainability and District Energy

(604-276-4130)

Att. 2  
PR:pj

### Locations of Projects and Transportation Corridors



**Legend**

Vancouver Airport Fuel Delivery Project. (VAFD)	Fraser Surrey Docks Coal Terminal Project. (FSD)
Trans Mountain Pipeline Expansion Project. (KM)	Robert Bank Terminal 2 Project. (T2)

Solid line = Land transport corridor  
Dotted line = Marine corridor

- 1: Route information sourced from review documents provided by project proponent, and may reflect preliminary designs;
- 2: Routes shown only reflect those considered as part of the EA or alternate review process, and do not necessarily reflect all traffic or emissions impacts.

### **Trans Mountain Expansion Project – List of Issues\***

The National Energy Board has decided on a list of 12 issues it will consider during the hearing process for the Kinder Morgan Trans Mountain Pipeline Expansion Project:

1. The need for the proposed project.
2. The economic feasibility of the proposed project.
3. The potential commercial impacts of the proposed project.
4. The potential environmental and socio-economic effects of the proposed project, including any cumulative environmental effects that are likely to result from the project, including those required to be considered by the NEB's Filing Manual.
5. The potential environmental and socio-economic effects of marine shipping activities that would result from the proposed Project, including the potential effects of accidents or malfunctions that may occur.
6. The appropriateness of the general route and land requirements for the proposed project.
7. The suitability of the design of the proposed project.
8. The terms and conditions to be included in any approval the Board may issue.
9. Potential impacts of the project on Aboriginal interests.
10. Potential impacts of the project on landowners and land use.
11. Contingency planning for spills, accidents or malfunctions, during construction and operation of the project.
12. Safety and security during construction of the proposed project and operation of the project, including emergency response planning and third-party damage prevention.

The Board does not intend to consider the environmental and socio-economic effects associated with upstream activities, the development of oil sands, or the downstream use of the oil transported by the pipeline.

*\* Source: NEB Website, retrieved January 16, 2014: <http://www.neb-one.gc.ca/clf-nsi/rthnb/pplctnsbfrthnb/trnsmntnxpnsn/trnsmntnxpnsn-eng.html>*



# City of Richmond

## Report to Committee

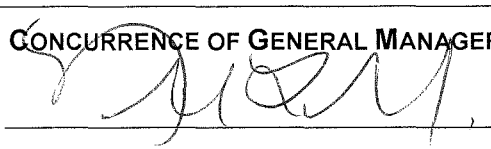
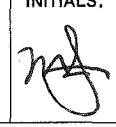

**To:** General Purposes Committee  
**From:** Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
**Date:** January 16, 2014  
**File:** 01-0100-30-SCIT1-02/2014-Vol 0  
**Re:** Sister City Advisory Committee - Wakayama 40<sup>th</sup> Anniversary Book Initiative

### Staff Recommendation

That Council considers a request from the Sister City Advisory Committee to partner with the Wakayama Sister City Affiliation Committee in the creation of a 40<sup>th</sup> Anniversary Commemorative book.

Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
(604-247-4686)

Att. 1

<b>REPORT CONCURRENCE</b>	
<b>CONCURRENCE OF GENERAL MANAGER</b> 	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	



## **Staff Report**

### **Origin**

This report is support of Council Term Goal 6.6 – “Development of protocols, role definitions and communication approached with our Friendship and Sister Cities.”

The purpose of this report is to seek Council approval for the Sister City Advisory Committee (SCAC) to proceed with the creation of a book commemorating the 40<sup>th</sup> Anniversary of the sister city relationship with Wakayama, Japan.

### **Analysis**

At the January 9, 2014 monthly meeting, the SCAC voted unanimously, subject to Council approval, to partner with the Wakayama Sister City Affiliation Committee in producing a book commemorating the 40<sup>th</sup> Anniversary of the sister city relationship with Wakayama.

The Committee proposed to contribute \$8,000 toward the total \$24,000 cost of producing the publication. The City of Wakayama and the Wakayama Sister City Affiliation Committee are also contributing \$8,000 each toward the publication costs of the book.

In 2011, Wakayama and Bakersfield (USA) partnered on a book to mark their 50 Year Anniversary as sister cities and the format of this book will be used as a template for the proposed Wakayama-Richmond book. (Attachment 1)

The publication of ‘Wakayama-Richmond: Celebrating 40 Years of Sister City Relationship’ is tentatively planned for October 2014 with approximately 1,000 copies to be printed. The book would be in Japanese and English and contain greeting letters from the Mayors and Sister City Committee Chairs of each City. As well, a written and pictorial history of the sister city relationship would include highlights of official delegation visits (14 from Richmond and 15 from Wakayama) and various educational, sport and cultural activities between the two Cities.

City staff will review the working groups draft prior to submission to Wakayama for publication. Staff will also work with the SCAC to develop a list of community partners and organizations who would receive the 300 – 500 Richmond copies of the book.

Vice Chair, Jim Kojima also proposed that a working group comprised of himself, Francis Turmeau, Kevin Lainchbury, and members of the community, compile the Richmond related portion of the book.

### **Financial Impact**

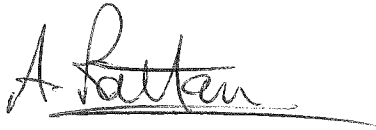
The funds required for the proposed book would be taken from another budgeted SCAC initiative. The SCAC three year budget has \$25,000 allocated for its social media, website, and interactive display initiative, and, the Committee voted in favour of reducing this by \$8,000 to facilitate the book publication.

January 16, 2014

- 3 -

## **Conclusion**

The Sister City Advisory Committee is seeking Council's approval to proceed with the creation of a book commemorating the 40<sup>th</sup> Anniversary of the Sister City relationship with Wakayama, Japan. This commemorative book will be a useful resource to the SCAC and community groups.

A handwritten signature in cursive script that reads "A. Rattan". The signature is written in black ink and is positioned above a horizontal line.

Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
(604-247-4686)

AR:ar

Celebrating 50 Years of Sister City Relationship / Wakayama City - Wakayama Sister City Affiliation Committee

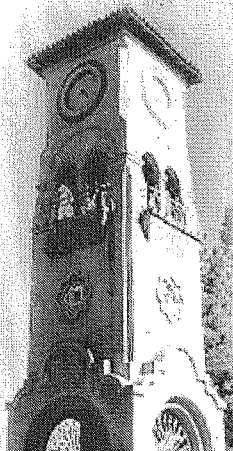
Wakayama-Bakersfield

和歌山市・ベイクースフィールド市

# 姉妹都市提携

# 50年の歩み

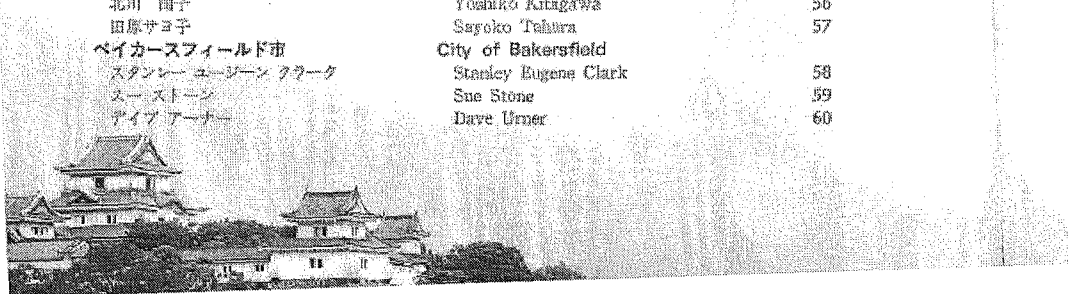
和歌山市・和歌山国際姉妹都市親善協会



1961-2011

もくじ

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AMERSFIELD



カナダ国リッチモンド市長  
Mayor, City of Richmond, Canada

マルコム・D・ブローディー  
Malcolm D. Brodie

It gives me great pleasure to send greetings from the City of Richmond on the occasion of the 50th Anniversary of the Sister City relationship between Bakersfield, U.S.A. and Wakayama City.

Established in July 1961, the relationship between the two cities has flourished through many cooperative activities. Formed in 1962 to help promote and implement sister city exchanges, the Wakayama Sister City Affiliation Committee and the Bakersfield People to People Steering Committee have been providing leadership for sister city relations throughout the years.

As you celebrate this 50th Anniversary, I am sure you will reflect on past celebrations of your friendship. Children and youth have figured prominently in these celebratory events over the past fifty years, reflecting the focus on student exchanges that have been so important in promoting international understanding between people from different countries and backgrounds.

As a fellow sister city, we are delighted to congratulate the City of Wakayama and Bakersfield, and wish you many more happy anniversaries.

ベイクースフィールド市と和歌山市の姉妹都市提携50周年を迎えるにあたり、リッチモンド市からごあいさつをお送りすることは、私にとって大きな喜びであります。

1961年7月に始まったこの両市の友好交流は、多くの共同事業を通して、実り多いものとなりました。姉妹都市交流を促進させ、また交流を支えるために1962年に設立された、和歌山国際姉妹都市親善協会とベイクースフィールド姉妹都市委員会、姉妹都市交流の指導的存在であり続けてまいりました。

皆様がこの50周年をお祝いする中で、これまでの数々の友好交流事業のことを思い起こされていると確信しています。出身国や環境の違う人々にとって国際理解の促進に大変重要である学生交流に焦点を合わせて振り返りますと、子どもたちや青少年たちの交流は、過去50年間の行事の中で、とても重要な事業であったことでしょう。

同じ姉妹都市として、私たちは、和歌山市とベイクースフィールド市の皆様にお祝いを申し上げることを嬉しく思いますとともに、皆様が、これからもこのすばらしい記念日を重ねられますことをお祈り申し上げます。